

# Common Law Protocol Process Map

## Evidence Collection



Lawyer collects information as per Protocols Documentation Standard

Lawyer should exchange any relevant liability information they hold and seek a preliminary view on liability from TAC.

## Pathway Selection and Lodgement



Select Pathway

**Fast Track**

**Standard**

**Time Limit**

If SI application lodged within 8 years, time limit agreement applies if conditions met (see Chapter 100)

## Fast Track Pathway



Within 14 days TAC advises lawyer

Certificate granted

Requires full SI replication as per Chapter 5

## Standard Pathway



Within 7-4 days

TAC sends acknowledgement SIA received with Case Manager contact

Within 45 days

Exchange any information relating to findings and a copy of all medical reports

Decide whether lawyer SI lodged with supporting material as per protocols documentation standard

TAC advises both the requesting and responding parties as per Protocols Documentation Standard

Lawyer has 21 days to respond

1. Grant Certificate  
2. Notify intention to deny  
3. Arrange SI conference  
4. Request more information/IME/sign authority

Lawyer confirms requested information submitted to TAC. Within 45 days TAC must:  
1. Grant Certificate  
2. Notify intention to deny  
3. Arrange SI conference  
4. Request more information/IME/sign authority

For flagged denials: Optional informal online meeting (within 14 days) to discuss denial reasons

Lawyer confirms requested information submitted to TAC. Within 25 days TAC must:  
1. Grant Certificate  
2. Notify intention to deny  
3. Arrange SI conference  
4. Request more information/IME/sign authority

"Should either party consider that further personal information is required, the parties may agree on a process and timeline to submit to obtain and exchange the material. If agreement cannot be reached, refer to Chapter 7.

## Time Limit



Applies if SI application lodged post "45" period ends

Notify TAC of intent to lodge SI application (within 8 months of incident)

Within 21 days TAC must

Lawyer may seek up to 3 months extension of agreed SI lodgement timeframe

For SI application lodged to deadline

Amend and extend time limit offer and if conditions met

Amend SI to be SI conference and request more information/IME/sign authority

Waiver required

## Finalisation



TAC concludes SI decision making

Send outcome documentation