



# Applying to SACAT

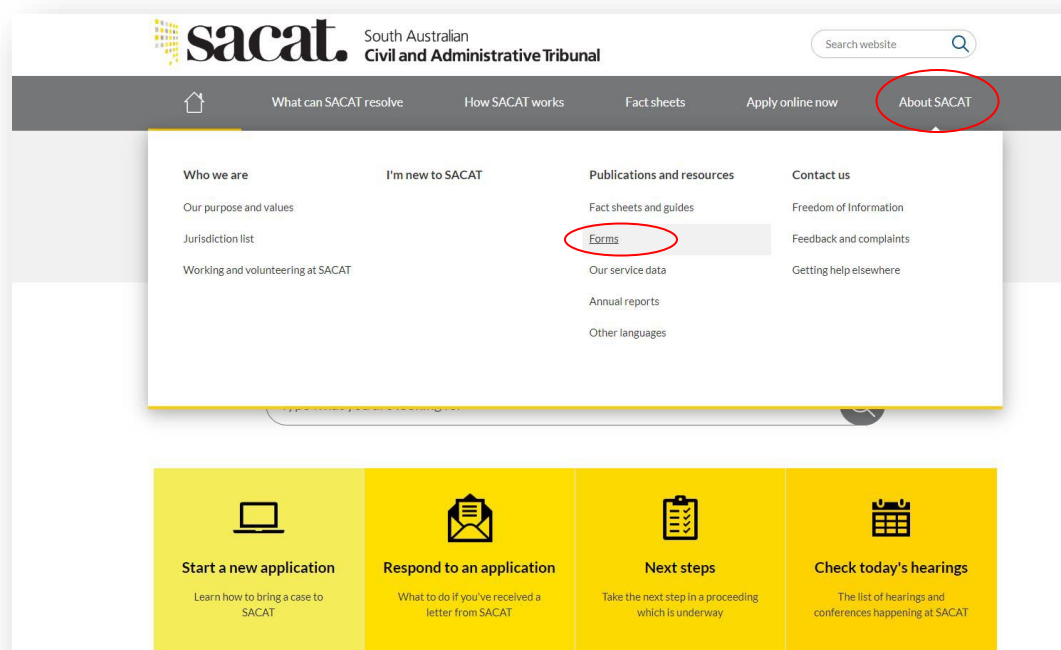
The South Australian Civil and Administrative Tribunal (SACAT) helps South Australians resolve issues within specific areas of law, including the area of Guardianship and Administration.

## You can make an application to SACAT if:

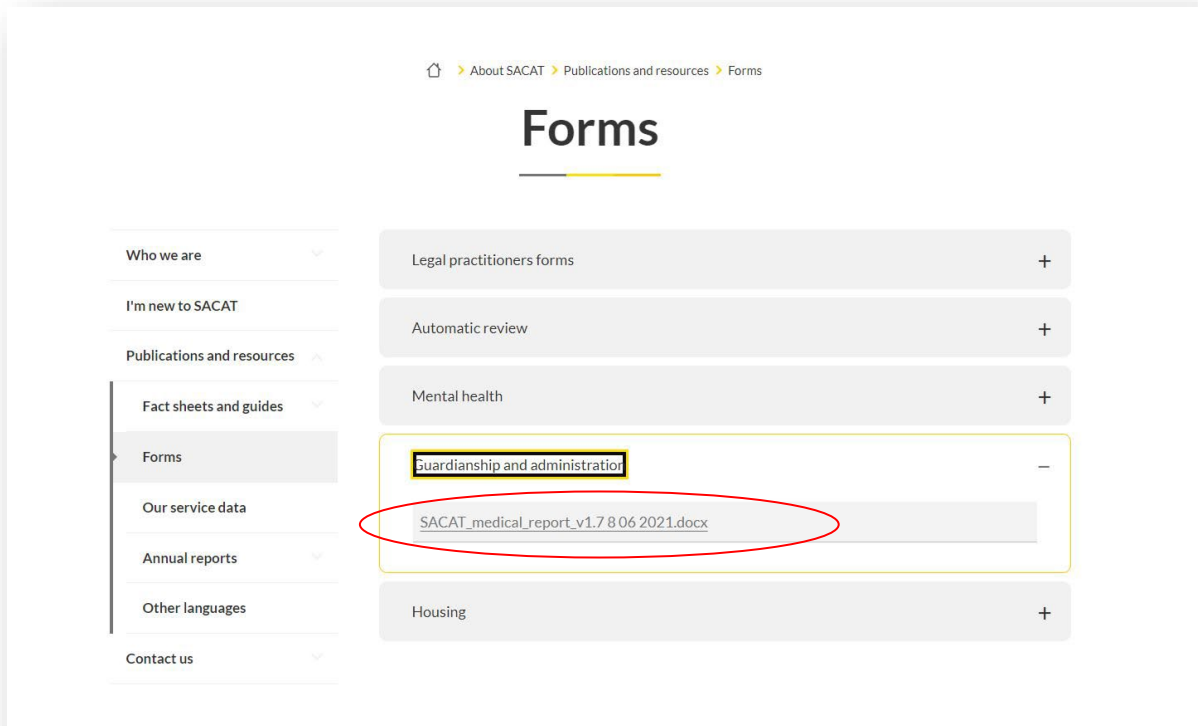
- You have medical evidence that the person concerned has impaired decision-making capacity, **and**
- There is a decision that needs to be made now, **and**
  - There is no Advance Care Directive or Power of Attorney in place.
  - There is no one to help informally (family or friends).
  - There is no 'Person Responsible' to make health care decisions.
  - Informal support/arrangements are not working.
  - The person does not agree with the informal decisions being made.
  - There is conflict about decisions or decision-makers.

## How to apply:

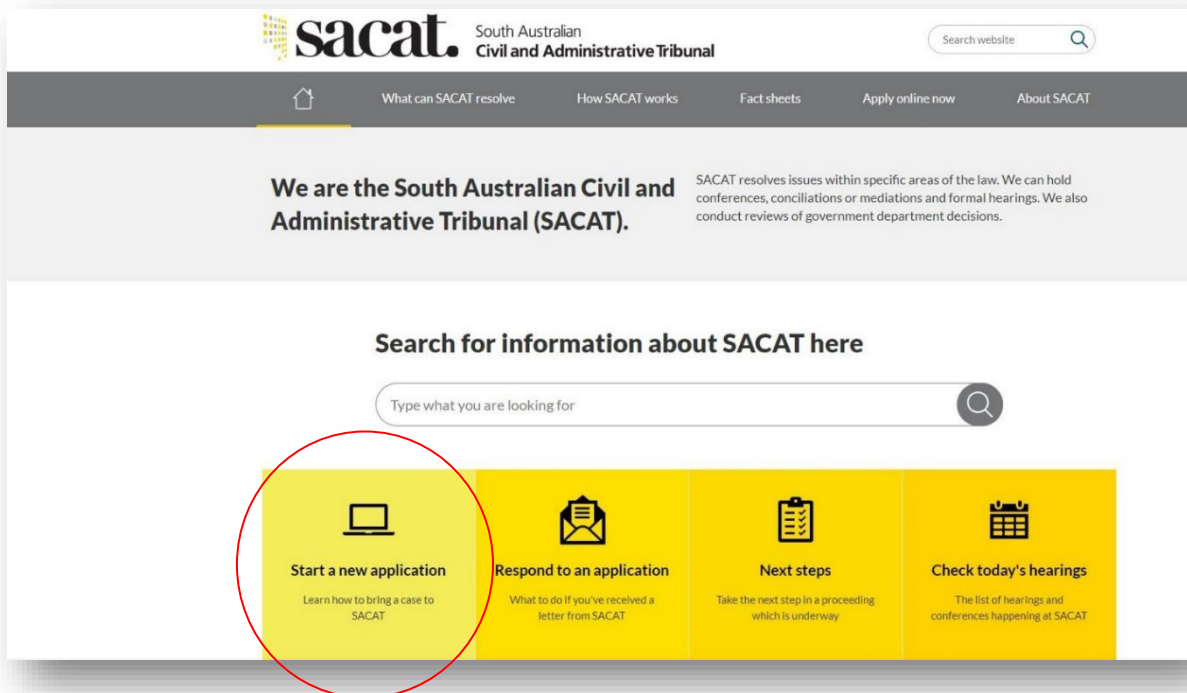
1. Go to the SACAT website: [www.sacat.sa.gov.au](http://www.sacat.sa.gov.au)
2. Download the 'Medical or Psychological Report' form and have the person's doctor complete it. This tells SACAT about the person's decision-making capacity. It can be completed by the person's GP or another health professional, such as a psychologist.



(Applying to SACAT continued)



3. Once the medical report is complete, you can start the online Application Form for the appropriate order.



## (Applying to SACAT continued)

The screenshot shows the SACAT website interface. At the top, the logo for SACAT (South Australian Civil and Administrative Tribunal) is visible. A search bar is located in the top right corner. A navigation menu includes links for 'What can SACAT resolve', 'How SACAT works', 'Fact sheets', 'Apply online now', and 'About SACAT'. The main heading is 'How to apply to SACAT'. Below the heading, there is a sub-section 'How to apply to SACAT' with the text: 'All applications to SACAT are made online. You may use a computer, tablet or a smartphone.' A link 'Apply now online' is highlighted with a red circle. Below this is another section 'What do I need to provide?' with the text: 'When applying, make sure you have read the supporting materials about your issue or dispute. Details about documentation you need to provide and other application information can be found on the relevant case type page.' A sidebar on the left contains a list of services: 'How to apply to SACAT', 'SACAT Online Services', 'Procedural applications', 'Resetting a password', 'Apply online now', 'Conferences and hearings', 'Fees and charges', and 'Respond to an application'.

4. You may apply for a Guardianship Order, an Administration Order, a Special Powers Order (Section 32), the Revocation of a Substitute Decision Maker, or the Revocation of an Advance Care Directive (See relevant Fact Sheets).
5. If you don't have access to a computer, or have difficulties navigating the SACAT website, you can call SACAT for assistance, or to make the application over the phone: **1800 723 767**.

**Once your application is submitted:**

- An email will be forwarded to you with the tracking/lodgement number of your application.
- SACAT will process the application form and list the matter for a hearing.
- You and any other Interested Parties will receive an email or letter to inform you of the day and time of the hearing.

**How long will this take?**

- This process generally takes approximately 4-6 weeks.
- If there is serious risk to the person or to others, you can request that SACAT hear the matter urgently, but this is at their discretion.
- It may be helpful to contact SACAT directly to discuss the urgency of your application, once it is submitted.