



# Nature Alliance Family Day Care Service

## Fraud Prevention



### THE POLICY IN THIS SECTION IS REQUIRED BY

National Quality Standards for Early Childhood Education and Care and School Age Care (2018)  
Standards: 7.1;7.1.2; 7.1.3, Regulation 197; 206; 220

**PURPOSE:** Nature Alliance Family Day Care Service aims to comply with the Child Care Subsidy obligations outlined under Family Assistance and National Law to prevent fraud and corruption from occurring within the Service.

**SCOPE:** This Policy applies to families using the service.

**DEFINITIONS:** Corruption and fraud can be distinguished as unethical behaviour. The following definitions are based on those contained in the Australian Standard for Fraud and Corruption Control.

**CORRUPTION:** *Dishonest activity in which a director, executive, manager, employee, contractor, volunteer or work experience student acts contrary to the interests of the Department and abuses his/her position of trust in order to achieve some personal gain or advantage for him or herself or for another person or entity.*

**FRAUD:** *An intentional act by one or more individuals involved in deception to obtain an unjust or illegal advantage.*

### PRINCIPLES:

Our Service is approved to administer Child Care Subsidy on behalf of eligible families. We take compliance with the law seriously and aim to meet the required conditions for continued approval to administer child care funding. We will work in collaboration with staff and educators to maintain compliance with our legal obligations and conditions for continued approval.

### POLICY:

Management will:

- Ensure there is an effective fraud and corruption risk management procedure
- Ensure a clear understanding of the ramifications for fraudulent activity
- Reinforce the commitment shared with the Department of Education and Training to adhere to the Child Care Subsidy requirements.
- Articulate clear standards and procedures to encourage the prevention of fraud and corruption within the Service
- Provide regular training to assist in the identification of fraud and corruption
- Reinforce the requirements for all employees to refrain from corrupt and fraudulent conduct
- At all times act honestly with integrity
- Report any individual or Service that is not operating in a law-abiding way
- Adhere to the correct procedure to ensure that all suspected fraudulent and corrupt activity is handled appropriately
- Ensure staff and Educators are not placed in a potentially difficult or compromising position

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SOURCE:

Australian Children's Education & Care Quality Authority. (2014).

Compliance

<https://www.education.gov.au/compliance>

General guidance for suitability under the Family Assistance Law

[https://docs.education.gov.au/system/files/doc/other/6.\\_changes\\_to\\_fal\\_from\\_10\\_october\\_2016\\_-\\_general\\_guidance\\_suitability\\_criteria\\_under\\_fal.pdf](https://docs.education.gov.au/system/files/doc/other/6._changes_to_fal_from_10_october_2016_-_general_guidance_suitability_criteria_under_fal.pdf)