



Australian Government
Department of Health

Dr Russell Denman
s 47F

Dear Dr Denman

OFFER OF APPOINTMENT
CARDIAC PROSTHESES CLINICAL ADVISORY GROUP

I am pleased to offer you an appointment as a member of the Cardiac Prostheses Clinical Advisory Group (CPCAG) for the period 16 July 2017 to 16 July 2021, or until the cessation of the committee.

To confirm your acceptance of this offer of appointment, would you please complete the Instrument of Appointment and return it to:

CPCAG Secretariat
C/- Department of Health
GPO Box 9848 – MDP 853
CANBERRA CITY ACT 2601

Please find enclosed the *Prostheses Clinical Advisory Group Members Guidelines and Terms of Reference* setting out the governance arrangements for the management of this committee. To confirm your acceptance of this offer of appointment, would you please complete the following:

- Instrument of Appointment/Acceptance of Appointment;
- Deed of Undertaking;
- Member Conflict of Interest Declaration;
- Personal Details and Remuneration form;
- Tax File Number Declaration, and
- Superannuation Fund Standard Choice.

Please return the forms in the enclosed return pre-paid envelope within 10 days of your receipt of this letter. This information is required to formalise your appointment as well as facilitate future travel arrangements and payments for which you may be eligible.

If you require any further assistance or information please contact ^{s 22} CPCAG
secretariat on telephone ^{s 22}

I very much appreciate your willingness to serve in this capacity and would like to wish you a rewarding association with the Committee.

Yours sincerely

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Tracey Duffy
Assistant Secretary
Private Health Insurance Branch
27 June 2017

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BY THE DEPARTMENT OF HEALTH



Australian Government

Department of Health

CARDIAC PROSTHESES CLINICAL ADVISORY GROUP

INSTRUMENT OF APPOINTMENT

I, Tracey Duffy, Assistant Secretary, Private Health Insurance Branch, Department of Health, now,

- 1) APPOINT Dr Russell Denman as committee member to the Cardiac Prostheses Clinical Advisory Group;
- 2) SPECIFY that the appointment is on an individual (personal) basis;
- 3) SPECIFY that a proxy is not allowed when the appointee is unable to attend a meeting;
- 4) SPECIFY the appointee is eligible for remuneration; and
- 5) SPECIFY this instrument shall take effect on the signing of the Acceptance of Appointment.

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Tracey Duffy
Assistant Secretary
Private Health Insurance Branch

Date: 27.6.17

ACCEPTANCE OF APPOINTMENT

I, Dr Russell Denman, accept the appointment to the Cardiac Prostheses Clinical Advisory Group for the period 16 July 2017 to 16 July 2021, or until the cessation of the committee.

I acknowledge that the appointment is on an individual (personal) basis.

I agree to assign copyright to the Commonwealth for work undertaken on behalf of the Cardiac Prostheses Clinical Advisory Group.

s 47F

Dr Russell Denman

Date: _____