

INTELLECTUAL PROPERTY NOTIFICATION

The NSLHD Intellectual Property Committee (IPC) must be notified of the creation, or anticipated creation, of any work, product or process undertaken at NSLHD, either by staff, visitors, or others which is created through utilisation of the resources of NSLHD (eg, funding, other employees, laboratory facilities, equipment, and/or existing intellectual property of the organisation).

Attach copies of any evidence of the innovation, such as draft documents or research notes as attachments.

Employees, visitors and others using the resources of the organisation must not apply for any registration of IP created in the course of their employment in their own name (e.g. file a patent application or lodge an application for registration of a design etc.), unless permitted in writing by the NSLHD IP Committee.

1. TITLE

2. CREATORS

Identify all individuals involved in the creation of the IP including their name, position, organisation, contact details, contribution (if known), and employer (eg USYD, NSW Health). Please include students and visitors, and add additional space as needed.

Full name:
Position:
Organisation:
Phone number:
Email:
Contribution:
Employer:

Full name:
Position:
Organisation:
Phone number:
Email:
Contribution:
Employer:

BINDING MARGIN

INTELLECTUAL PROPERTY NOTIFICATION

3. DESCRIPTION

3.1 Background

Outline the setting/location, the issues to be solved and how the development of the IP came about including timeframes.

3.2 Detail

Describe the IP in detail, including how it works and the potential benefits. (Is the innovation a new process / software/method/novel material or device? Or, is this a new use of an existing product? Does the new IP use or build upon existing IP?)

3.3 Commercial significance

Describe the likely commercial significance of the IP. Describe how this work is different from other work that already exists in this area.

BINDING MARGIN

INTELLECTUAL PROPERTY NOTIFICATION

4. FUNDING AND RESOURCES

Have other organisations (apart from NSLHD) provided funding or resources towards the creation of the IP or for projects that might be related to this.

Yes No Unsure

Please provide details about all funding or resources used towards the creation of the IP, including that of NSLHD such as:

- Details of the third party;
- Funding or resources contributed by the third party;
- Any existing arrangements or agreements with the third party; and
- Whether the third party has any claims to ownership of the IP.

5. DISCLOSURE

Has there been any public disclosure of the IP or of related work/ideas/results?

Yes No Unsure

If YES or UNSURE, please provide details. Please provide a copy (if available), notes or description of any disclosure.

6. ORGANISATIONS/COLLABORATORS/ THIRD PARTY AGREEMENTS

Were you or any other team members paid or employed (even partially) by any organisation other than NSLHD when the IP or innovation was conceived?

Yes No Unsure

If YES or UNSURE, please provide details.

BINDING MARGIN

INTELLECTUAL PROPERTY NOTIFICATION

Was the IP or innovation conceived and/or developed, in whole or in part under, or as a direct result of:

- any third party agreement or third party funding?
- by using third party material, a device or confidential information?
- by using any open source software?

For example: Material Transfer Agreement (MTA), Licence, Consultancy, Sponsored or Collaborative Research Agreement etc.

Yes No Unsure

If YES or UNSURE, please provide details.

BINDING MARGIN

7. OTHER INFORMATION

Please provide any other information you think may be relevant to this notification.

8. SUBMISSION

For submission to the NSLHD IP Committee, please email this form and attachments to:
Rebeka.freckleton@health.nsw.gov.au

Information provided in this document and associated attachments will be kept strictly confidential.