

# Schedule signatory list

For pre-entry clinical placements in  
Queensland Health facilities

*Current as at 18 December 2025*



This document identifies the delegated Queensland Health signatory for sign-off of Schedule 3 documents for clinical placements.

\*Please note: Where an email account is not provided, electronic submission of Schedule documents is not accepted for that profession/HHS.

This list is regularly reviewed and updated. Should you notice any details require amending, please email [QHclinicalplacements@health.qld.gov.au](mailto:QHclinicalplacements@health.qld.gov.au)

Please visit the [Clinical placements](#) website for further information concerning the Schedule completion process. Schedule Completion Notes are available by accessing the [Clinical placement resources](#) web page.

## Summary of changes

Type/HHS/Profession	Detail
Updates 18/12/2025:	
1. Department of Health - Pharmacy	Updated delegate details for Schedule sign-off for Department of Health Pharmacy placements
2. Central Queensland Hospital and Health Service	Added Dentistry placement Schedule delegate

HHS	Profession	Delegate for schedule sign-off	Email account*	Postal address
Cairns and Hinterland	Allied Health	Executive Director, Allied Health	<a href="mailto:CHHHS_EDAH@health.qld.gov.au">CHHHS_EDAH@health.qld.gov.au</a>	Cairns and Hinterland HHS PO Box 902 CAIRNS QLD 4870
	Medical, Dentistry, and Oral Health	Executive Director, Medical Services	<a href="mailto:CHHHS_Executive_Director_Medical_Services@health.qld.gov.au">CHHHS_Executive_Director_Medical_Services@health.qld.gov.au</a>	
	Nursing and Midwifery	Executive Director, Nursing and Midwifery	<a href="mailto:CHHHS_EDONM@health.qld.gov.au">CHHHS_EDONM@health.qld.gov.au</a>	
	All professions/all other professions	Chief Executive	<a href="mailto:chhhs_hsce@health.qld.gov.au">chhhs_hsce@health.qld.gov.au</a>	
Central Queensland	Allied Health	Executive Director Allied Health	<a href="mailto:CQHHSEDAH@health.qld.gov.au">CQHHSEDAH@health.qld.gov.au</a>	Central Queensland HHS Administration Building Rockhampton Hospital Canning Street ROCKHAMPTON QLD 4700
	Dentistry	Manager Oral Health Services	<a href="mailto:CQOralHealth@health.qld.gov.au">CQOralHealth@health.qld.gov.au</a>	
	Medical	Principal Medical Education Officer	<a href="mailto:MEU_Rockhampton@health.qld.gov.au">MEU_Rockhampton@health.qld.gov.au</a>	
	Nursing and Midwifery	District Director, Nursing and Midwifery	<a href="mailto:cqhhsclinicalplacements@health.qld.gov.au">cqhhsclinicalplacements@health.qld.gov.au</a>	
Central West	Medical, Allied Health, Dentistry and Oral Health	Executive Director, Medical Services	<a href="mailto:CWESOEDMS@health.qld.gov.au">CWESOEDMS@health.qld.gov.au</a>	Central West HHS PO Box 510 LONGREACH QLD 4730
	Nursing	Executive Director, Nursing and Midwifery Services	<a href="mailto:CWEDNMS@health.qld.gov.au">CWEDNMS@health.qld.gov.au</a>	
Children's Health Queensland	All professions	Executive Director, Clinical Services	<a href="mailto:CHO_HHS@health.qld.gov.au">CHO_HHS@health.qld.gov.au</a>	Children's Health Queensland HHS PO Box 3474 SOUTH BRISBANE QLD 4101
Darling Downs	Allied Health	Executive Director, Allied Health	<a href="mailto:DDHHS-EDAH@health.qld.gov.au">DDHHS-EDAH@health.qld.gov.au</a>	Darling Downs HHS PO Box 405

HHS	Profession	Delegate for schedule sign-off	Email account*	Postal address
	<b>Nursing and Midwifery</b>	Executive Director, Nursing and Midwifery Services	<a href="mailto:ednms_ddhhs@health.qld.gov.au">ednms_ddhhs@health.qld.gov.au</a>	TOOWOOMBA QLD 4350
	<b>Medical</b>	Executive Director, Medical Services	<a href="mailto:DDHHS@health.qld.gov.au">DDHHS@health.qld.gov.au</a>	Darling Downs HHS PMB 2 TOOWOOMBA QLD 4350
<b>Department of Health</b>	<b>Engineers, Technicians, Physicists</b>	Executive Director, Biomedical Technology Services	<a href="mailto:BTS.Corro@health.qld.gov.au">BTS.Corro@health.qld.gov.au</a>	Biomedical Technology Services PO BOX 103 Archerfield BH ARCHERFIELD QLD 4108
	<b>Pharmacy</b> (Medication Services Queensland)	Director, Medication Services Queensland	<a href="mailto:InfoMSQ@health.qld.gov.au">InfoMSQ@health.qld.gov.au</a>	Medication Services Queensland PO Box 2368 Fortitude Valley QLD 4006
	<b>Nursing, Medical</b> (Forensic and Scientific Services)	Forensic and Scientific Services	<a href="mailto:FSS_Placements@health.qld.gov.au">FSS_Placements@health.qld.gov.au</a>	Forensic and Scientific Services 39 Kessels Road COOPERS PLAINS QLD 4108
	<b>Medical Laboratory Scientist</b>	Pathology Queensland	<a href="mailto:Pathology_Queensland@health.qld.gov.au">Pathology_Queensland@health.qld.gov.au</a>	Pathology Queensland Level 5, 41 O'Connell Terrace BOWEN HILLS, QLD 4006
	<b>Nursing and Allied Health</b> (Health Contact Centre)	Executive Director, Health Contact Centre	<a href="mailto:HCC-AdminTeam@health.qld.gov.au">HCC-AdminTeam@health.qld.gov.au</a>	Health Contact Centre GPO Box 48 BRISBAE QLD 4000
<b>Gold Coast</b>	<b>Allied Health &amp; Rehabilitation Services</b>	Executive Director, Allied Health and Rehabilitation Services	HHS does not accept electronic submission of documents for these professions	Gold Coast University Hospital 1 Hospital Boulevard SOUTHPORT QLD 4215
	<b>Dentistry and Oral Health</b>	Executive Director Medical Services, Clinical Governance and Research		

HHS	Profession	Delegate for schedule sign-off	Email account*	Postal address	
	<b>Medical</b>	Executive Director Medical Services, Clinical Governance and Research			
	<b>Nursing (including ADON – Entry to Practice) and Midwifery</b>	Executive Director, Nursing, Midwifery and Patient Experience	<a href="mailto:GCNursingClinicalPlacements@health.qld.gov.au">GCNursingClinicalPlacements@health.qld.gov.au</a>		
<b>Mackay</b>	<b>Allied Health, Dentistry and Oral Health</b>	Director, Allied Health & Clinical Support	<a href="mailto:MKY_S3_AlliedHealthClinicalSupport@health.qld.gov.au">MKY_S3_AlliedHealthClinicalSupport@health.qld.gov.au</a>	Mackay HHS PO Box 5580 Mackay Mail Centre QLD 4741	
	<b>Medical</b>	Executive Director Medical Services	<a href="mailto:MHHS-EOM-EDMS@health.qld.gov.au">MHHS-EOM-EDMS@health.qld.gov.au</a>		
	<b>Nursing and Midwifery</b>	Executive Director, Nursing & Midwifery	<a href="mailto:mkyplacements@health.qld.gov.au">mkyplacements@health.qld.gov.au</a>		
<b>Metro North</b>	<b>Allied Health</b>	For placements at <b>one</b> Facility, refer to facility-specific Director of Allied Health	<a href="mailto:metronorthalliedhealth@health.qld.gov.au">metronorthalliedhealth@health.qld.gov.au</a>	Metro North Hospital and Health Service Level 14, Block 7 RBWH Campus, Herston Road HERSTON QLD 4029	
		For placements at <b>more than one</b> Facility, refer to Chief Allied Health Practitioner (Metro North Health)			
	<b>Health Information Services</b>	Director, Health Information Services	<a href="mailto:RBWH-Exec_Corro@health.qld.gov.au">RBWH-Exec_Corro@health.qld.gov.au</a>		Lower Ground Floor Dr James Mayne Building Royal Brisbane and Women’s Hospital HERSTON QLD 4029
	<b>Medical</b>	Metro North Chief Medical Officer	<a href="mailto:CMO-MNHHS@health.qld.gov.au">CMO-MNHHS@health.qld.gov.au</a>		Level 13, Block 7 Royal Brisbane and Women’s Hospital HERSTON QLD 4029

HHS	Profession	Delegate for schedule sign-off	Email account*	Postal address
	<b>Nursing and Midwifery</b>	Executive Director, Nursing and Midwifery Services	<a href="mailto:MN_NursingandMidwifery@health.qld.gov.au">MN_NursingandMidwifery@health.qld.gov.au</a>	Level 14, Block 7 Royal Brisbane and Women's Hospital HERSTON QLD 4029
	<b>Oral Health and Dentistry - Surgical, Treatment and Rehabilitation Service (STARS)</b>	Executive Director, STARS	<a href="mailto:stars_execdir@health.qld.gov.au">stars_execdir@health.qld.gov.au</a>	Surgical, Treatment and Rehabilitation Service (STARS) Executive Administration – Level 7 296 Herston Road HERSTON QLD 4006
	<b>Oral Health and Dentistry - Metro North Hospital and Health facilities</b>	Senior Director of Operations, Metro North Oral Health Services	<a href="mailto:COH-EXEC-CORRO@health.qld.gov.au">COH-EXEC-CORRO@health.qld.gov.au</a>	Level 7, Block 7 Royal Brisbane and Women's Hospital HERSTON QLD 4029
<b>Metro South</b>	<b>Allied Health</b>	Executive Director, Allied Health	<a href="mailto:EDAH_Metro_South@health.qld.gov.au">EDAH_Metro_South@health.qld.gov.au</a>	Building 19 Garden City Office Park 2404 Logan Road EIGHT MILE PLAINS QLD 4113
	<b>Medical</b>	Executive Director, Medical Services, Metro South Health	<a href="mailto:MSH-ESO-EDMS@health.qld.gov.au">MSH-ESO-EDMS@health.qld.gov.au</a>	Building 5 Garden City Office Park 2404 Logan Road EIGHT MILE PLAINS QLD 4113
	<b>Nursing and Midwifery</b>	Executive Director, Nursing and Midwifery Services, Metro South Health	<a href="mailto:MSH.HR.Contracts@health.qld.gov.au">MSH.HR.Contracts@health.qld.gov.au</a>	Building 5 Garden City Office Park 2404 Logan Road EIGHT MILE PLAINS QLD 4113
	<b>Oral Health</b>	Director, Oral Health	<a href="mailto:EDCOHSMetroSouth@health.qld.gov.au">EDCOHSMetroSouth@health.qld.gov.au</a>	8 Mile Plains Community Health Centre 51 McKechnie Drive EIGHT MILE PLAINS QLD 4112

HHS	Profession	Delegate for schedule sign-off	Email account*	Postal address
North West	<b>Allied Health, Oral Health, Pharmacy, Mental Health, ATODS</b>	Chief Executive	<a href="mailto:NWHHSContracts@health.qld.gov.au">NWHHSContracts@health.qld.gov.au</a>	North West HHS PO Box 27 MOUNT ISA QLD 4825
	<b>Medical</b>	Chief Executive		
	<b>Nursing and Midwifery</b>	Chief Executive		
South West	<b>Allied Health, Dentistry and Oral Health</b>	Executive Director, Primary and Community Care	<a href="mailto:SWHHS_Student_Placements@health.qld.gov.au">SWHHS_Student_Placements@health.qld.gov.au</a>  cc: <a href="mailto:MD07-southwest-hhs@health.qld.gov.au">MD07-southwest-hhs@health.qld.gov.au</a>	South West HHS PO Box 1006 ROMA QLD 4455
	<b>Medical and Pharmacy</b>	Executive Director, Medical Services		
	<b>Nursing and Midwifery</b>	Executive Director, Nursing and Midwifery		
	<b>All other professions</b>	Chief Executive		
Sunshine Coast	<b>Allied Health</b>	Executive Director, Allied Health	<a href="mailto:sc.student.hub@health.qld.gov.au">sc.student.hub@health.qld.gov.au</a>	Student Hub Sunshine Coast University Hospital Sunshine Coast Health Institute PO Box 5340 SUNSHINE COAST MC QLD 4560
	<b>Medicine</b>	Executive Director, Medical		
	<b>Nursing and Midwifery</b>	Executive Director, Nursing & Midwifery		
Torres and Cape	<b>All professions</b>	Chief Executive	<a href="mailto:TCHHS-Contracts-Procurement@health.qld.gov.au">TCHHS-Contracts-Procurement@health.qld.gov.au</a>	Torres and Cape HHS PO Box 5607 CAIRNS QLD 4870
Townsville	<b>Allied Health</b>	Executive Director, Allied Health	<a href="mailto:MD25-Townsville-HSD@health.qld.gov.au">MD25-Townsville-HSD@health.qld.gov.au</a>	The Townsville Hospital PO Box 670 TOWNSVILLE QLD 4810
	<b>Medical, Dentistry and Oral Health</b>	Chief Medical Officer		

HHS	Profession	Delegate for schedule sign-off	Email account*	Postal address
	<b>Nursing and Midwifery</b>	Executive Director Nursing and Midwifery		
<b>West Moreton</b>	<b>Allied Health</b>	Executive Director, Allied Health	<a href="mailto:MD09-WestMoreton-HSD@health.qld.gov.au">MD09-WestMoreton-HSD@health.qld.gov.au</a>	West Moreton HHS PO Box 73 IPSWICH QLD 4305
	<b>Medicine</b>	Chief Medical Officer		
	<b>Nursing and Midwifery</b>	Executive Director Nursing and Midwifery		
<b>Wide Bay</b>	<b>All professions</b>	Chief Executive or Chief Operating Officer	<a href="mailto:WBHHS-Contracts@health.qld.gov.au">WBHHS-Contracts@health.qld.gov.au</a>	Wide Bay HHS PO Box 34 BUNDABERG QLD 4670

[ENDS]