



**BLACK & WHITE HOME SERVICES 2021**

**WORK HEALTH AND SAFETY POLICY  
“Coronavirus COVID-19 – Public Health Emergency”**

**TABLE OF CONTENTS**

Description	Page Number
Policy Statement	2
Aims and Objectives	2-3
Responsibilities	4
Hygiene Cleaning Kits	4
Safe Work Method Statement (SWMS)	5
Covid-19 Infection Control Questionnaire	5-6
Covid-19 Vaccine Direction – Aged Care and NDIS	7-10
Covid-19 Vaccine Direction – Sub-Contracting – Weekly Reporting to nominated Aged Care Provider	11-12
Contact Tracing Directive and Updated Close Contacts Definition – Effective 31.12.2021	13-16
Responsibilities – Officers of Black & White Home Services	17



## BLACK & WHITE HOME SERVICES 2021

### POLICY STATEMENT

Black & White Home Services is committed to providing, so far as is reasonably practicable, for the health, safety and welfare of all staff, workers, and contractors, when working within our customers home and/or on their property. This commitment extends to ensuring that our operations and activities do not place our customers at risk of harm, injury, illness, or damage, which includes awareness & due diligence around the global public health emergency of the Coronavirus; COVID-19.

We recognise our moral and legal responsibility to provide a safe and healthy work environment in our workplaces for all persons and that the safety and well-being of all persons are being monitored. The Australian Government, Department of Health & the WHO; World Health Organisation websites are our resource library for the Coronavirus COVID-19 health alerts which will be reviewed daily.

### AIMS AND OBJECTIVES

We will adopt procedures

- ✓ to eliminate or minimise risks to health, safety and well-being so far as is reasonably practicable

To achieve this, we will, so far as is reasonably practicable:

- ✓ provide all our workers preventative measures to apply regarding good hygiene practises within the workplace:
  - wash your hands regularly with hand sanitiser or soap and water if hand sanitiser is not available.
  - avoid shaking hands & physical contact
  - maintain social distancing (*stay at least 1.5 metre distance between yourself & anyone who is coughing or sneezing*)
  - avoid touching eyes, nose, and mouth
  - respiratory hygiene
- ✓ provide all our workers the list of common symptoms of the coronavirus so they can be diligent with their health & safety and seek medical advice as required:
  - Fever
  - Cough
  - Sore throat
  - Shortness of breath
  - Runny nose
  - Fatigue
  - Diarrhoea
  - Vomiting or nausea
  - Loss of smell or taste
  - Muscle pain or joint pain
  - Loss of appetite



## BLACK & WHITE HOME SERVICES 2021

# WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”

### AIMS AND OBJECTIVES cont ...

- ✓ create and maintain a Covid-19 “register” which includes a list of all our workforce.
- ✓ manage and provide all our workers the current up-to-date list of “high-risk” countries and “moderate risk” countries, obtained on the Australian government, department of health website
- ✓ create and maintain an up-to-date coronavirus questionnaire for our workers to ask their customers a list of infection control questions at the front door before entering their property, including the current up-to-date list of nominated “Hotspots” and “Exposure Sites” the QLD Government have listed on the Australian Government, department of health website as suburbs or states that are closed to the QLD border.
- ✓ include on the “register” a list of any workers that are required to “self-isolate” for 7 or 14 days, and so far as is reasonably practicable reschedule our customers bookings with other “teams”
- ✓ request that all our customers notify us when any of their clients need to “self-isolate” for 7 or more days so we can advise our workers to cease their bookings until it is a safe and healthy environment for them to re-attend.
- ✓ request that all our customers notify us when any of their clients have had a COVID-19 test and are in directed home quarantine until they have received their negative test result.
- ✓ maintain and update any customers that are in home isolation awaiting a COVID-19 test result.
- ✓ maintain and update any customers that have COVID-19 and are in directed home quarantine.
- ✓ stipulate to our workers who have come in contact with any persons that have contracted Covid-19 to seek medical attention immediately and prepare to self-isolate.
- ✓ provide all our workers a list of people most at risk:
  - people with compromised immune systems
  - elderly people
  - people diagnosed with chronic medical conditions
  - young children and babies
  - people living in group residential settings
  - people residing in detention centres
- ✓ ensure that all person’s discharge and comply with their health and safety duties and obligations.
- ✓ provide such information, instruction to all our workers, contractors and other persons as is necessary to ensure their continued health and safety.
- ✓ provide support and assistance to all our workers and involve them in consultation on safety issues about the coronavirus and how this may impact their daily lives.



## BLACK & WHITE HOME SERVICES 2021

# WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”

### RESPONSIBILITIES

The company, as the person conducting a business or undertaking, has the primary duty of care under the Act, and as such must ensure the health, safety and welfare of workers and other persons who may be affected by our operations, products, services, and activities.

Officers of the company must exercise due diligence to ensure that the PCBU complies with its WHS duties.

Workers must take reasonable care for their own health and safety and for the health and safety of other persons and comply with any reasonable instruction or policy given by the PCBU to enable it to comply with the Work Health and Safety Act.

Officers of the company and workers must follow The Australian Government and Queensland Health directives around Covid-19 vaccination requirements in relation to working in an Aged Care Facility and “In-home” community Aged Care.

### HYGIENE CLEANING KITS – WORKPLACE CONTROL MEASURES

It is our responsibility to exercise due diligence & control the risk of the coronavirus outbreak, administering best hygiene practises, when working in our customer’s homes, commercial properties and around the general public.

\*It is always the responsibility of all operators of Black & White Home Services to have the following hygiene kit items with them in their work vehicles at all times and to manage their PPE stock levels daily and complete their safe work method statement (swms) checklist when visiting each customer to minimise any hazards or risks:

### HYGIENE CLEANING KITS MUST INCLUDE PER CUSTOMER:

- Hand sanitiser
- P2 Masks
- 1 x set per customer – Disposable latex gloves
- 1 x set per customer - Disposable shoe coverlets
- Disposable cleaning wipes
- 1 x set per customer - 2 different coloured micro fibre cleaning cloths, one to use for the bathroom, one to use for the kitchen. *(wash all cloths at the end of the day in your washing machine for re-use)*
- Disinfectant chemical: alcohol based
- 1 x set per customer – Mop head
  - Bucket – change water for each room that you clean in your customers home or commercial property

\*Where there is supply shortage, the PCBU, will endeavour where possible, to bulk order such items and deliver to all operators of the business.



## **BLACK & WHITE HOME SERVICES 2021**

# **WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”**

### **SAFE WORK METHOD STATEMENT (SWMS)**

The primary purpose of a safe work method statement (SMWS) is to assist supervisors, workers and other persons at the workplace to understand the requirements that have been established to carry out the high-risk work in a safe & healthy manner.

It is the responsibility of our workers to run through the SWMS checklist when arriving at each customer’s home or commercial property before entering. They can enter the property with their hygiene kits to perform their service once the checklist has been completed at the front door with the client and the outcome of the safe work method statement (SMWS) checklist notifies no immediate hazard or risk to the coronavirus COVID-19 outbreak.

### **COVID-19 Infection Control QUESTIONNAIRE**

Black & White Home Services have implemented the COVID-19 Questionnaire, a simplified version of the Safe Work Method Statement (SWMS) to be used as a standard infection control checklist when arriving at our customer’s homes or commercial property before gaining entry. This questionnaire is a perpetual document and updated when The QLD Government update hotspot locations and exposure sites on the government website.

It is the responsibility of all our workers and customers to administer & answer these questions to the best of their ability before entering the property to conduct the service.



## BLACK & WHITE HOME SERVICES 2021

# WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”

### COVID-19 Infection Control Questionnaire

#### CHECKLIST OF QUESTIONS TO ASK YOURSELF, YOUR WORKERS & YOUR CUSTOMER BEFORE ENTERING THEIR PROPERTY TO COMMENCE THE SERVICE

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1. Are you feeling unwell? Do you have any of these symptoms?
  - fever, cough, sore throat,
  - shortness of breath, runny nose,
  - fatigue, diarrhea, vomiting or nausea,
  - loss of smell or taste, muscle or joint pain or loss of appetite?
2. Have you had close contact\* with someone who has a confirmed case of COVID-19? Or do you have COVID-19?  
*\*you are a close contact if you are a household member or a household-like member of a diagnosed person.*
3. Have you travelled to ANY Hotspot location listed on the dates in question?
4. Have you visited ANY exposure site listed on the dates in question?
5. Is anyone in your home in **directed** self-isolation as required by government regulations?
6. Are you currently undergoing testing for COVID-19?

If your customer answers **NO TO ALL OF THESE QUESTIONS**, proceed with your service.

If your customer **ANSWERS YES TO ANY OF THESE QUESTIONS, DO NOT PROCEED.**

[Cancel the booking and call B&W Home Services Head Office immediately - 07 3170 3261]

- **HAND SANITISER / WASH YOUR HANDS** before entering the property & commencing work
- **PRACTISE SOCIAL DISTANCING** when inside your customers property, stand at least 1.5m from your customer always & refrain from any contact.
- **COUGH INTO YOUR ELBOW or TISSUE** and discard straight away.
- **HYGIENE CLEANING KIT** use all the tools & equipment outlined in our **WH&S POLICY**
- **WEAR MASKS** when the QLD Government direct you too.



## BLACK & WHITE HOME SERVICES 2021

# WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”

### COVID-19 VACCINATION DIRECTION – AGED CARE AND DISABILITY SERVICES

#### AIMS AND OBJECTIVES Commencing from 27 July 2021

Black & White Home Services continues to strengthen our infection reduction control measures and protection of our frontline workers and those in their care due to COVID-19, by keeping up to date with The Australian Governments COVID-19 health directives and initiatives.

**Do workforce vaccinations need to be reported?** It is mandatory for Home Care Package (HCP) and Short-term Restorative Care (STRC) service providers to keep records and report on the COVID-19 vaccination status of their workforce. Commencing from 27 July 2021, HCP and STRC service providers are required to submit de-identified data at a service level every Tuesday on the My Aged Care provider portal on the:

- Total number of workers at each aged care service and, of those,
- The number of workers at each service who have received a zero dose of a COVID-19 vaccine, and
- The number of workers at each service who have received a single dose of a COVID-19 vaccine, and
- The number of workers at each service who have received all required doses of a COVID-19 vaccine

**Who is defined as a worker?** For in-home and community aged care settings, a “worker” means all staff – including volunteers, contractors and subcontractors – who access, or are likely to access, any premises where the service occurs (*defined as service staff in the Quality of Care Principles*).

This includes people who:

- Deliver aged care services to people in their homes and in the community
- Work at your business premises, including office staff.

#### **Covid-19 Vaccine Mandate – Workers in a healthcare setting – Effective 15<sup>th</sup> December 2021**

##### **Healthcare setting Definition:**

- Residential Aged Care Facilities
- Aged Care services funded by The Australian Government and delivered in the home.
- Disability Support Services

The QLD Chief Health Officer, Dr Peter Aitken released the following direction, posted 10<sup>th</sup> November 2021. This public health direction applies to workers in healthcare who enter, work in, or provide services in a healthcare setting.

The public health direction applies to all aged care services funded by the Australian government and delivered in the home including:

- Home Care Package
- Short-term Restorative Care
- Transition Care Program
- Multi-Purposes Services Program



## BLACK & WHITE HOME SERVICES 2021

# WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”

### COVID-19 VACCINATION DIRECTION – AGED CARE AND DISABILITY SERVICES

#### AIMS AND OBJECTIVES cont. Commencing from 27 July 2021

- Commonwealth Home Support Programme, or
- National Aboriginal Torres Strait Islander Flexible Aged Care Program.

The direction sets out the COVID-19 vaccination requirements for workers in healthcare, their employers, and responsible persons in healthcare settings, with limited exceptions.

The **COVID-19 vaccination requirements** are that:

- a. by 15 December 2021, a **worker in healthcare** has received the prescribed number of doses of a **COVID-19 vaccine**; or
- b. where COVID-19 vaccination requirements in another public health direction or an employment direction also apply to the worker in healthcare, the worker must receive the prescribed number of doses of the **COVID-19 vaccine** by the date in those requirements; and
- c. from 23<sup>rd</sup> December 2021, a **worker in healthcare** must be **fully vaccinated**; and
- d. as soon as reasonably practicable after receiving the prescribed number of doses of the **COVID-19 vaccine**, the **worker in healthcare** must:
  - I. for a sole trader – provide **proof of COVID-19 vaccination** to any **healthcare settings** in which they work; or
  - II. for an employee who is not a sole trader – provide **proof of COVID-19 vaccination** to their **employer**; or
  - III. for an **employer** that provides staff or services to a **healthcare setting** – keep a record of the COVID-19 vaccination status of each employee who is a worker in **healthcare setting** and confirm that employees are fully vaccinated, to the **responsible person** for each **healthcare setting** employees work in, and, if requested by the **responsible person**, provide evidence to support the undertaking.

**Proof of COVID-19 Vaccination** means any evidence required to support a person’s claims of having received the prescribed number of doses of a COVID-19 vaccine and includes a:

- a COVID-19 digital certificate
- an immunisation history statement (*printed or digital*) or
- an international COVID-19 vaccination certificate.

To achieve this, we will, so far as is reasonably practicable:

- notify by email the Covid-19 Vaccination direction, for in-home and community aged care, effective 15<sup>th</sup> December 2021 to all our franchisees, employees, workers, and contractors that include all personnel of the Black & White Home Services Operation to get the prescribed doses of a Covid-19 vaccination.





## BLACK & WHITE HOME SERVICES 2021

# WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”

### COVID-19 VACCINATION DIRECTION – AGED CARE AND DISABILITY SERVICES

#### AIMS AND OBJECTIVES cont. Commencing from 27 July 2021

- stipulate to our personnel, it is mandatory that ALL workers, who haven't already, will get the prescribed doses of a Covid-19 vaccination by the 15<sup>th</sup> December 2021 in order to continue working within the In-home Aged Care, Aged Care Facilities and NDIS sectors
- direct all workers who have had dose 1 of a Covid-19 vaccine to email their acceptable evidence for record keeping purposes.
- direct all workers who have had dose 2 of a Covid-19 vaccine to email their acceptable evidence for record keeping purposes.
- Provide our workers a list of acceptable vaccination evidence from their Medicare/MyGov record
  - Immunisation History Statement
  - Covid-19 Digital Certificate
  - International COVID- 19 vaccination certificate.
- file digitally all vaccine evidence received of all prescribed doses of all personnel at the head office level
- manage and maintain the coronavirus register to include all personnel of the Black & White Home Services operation who have received zero dose, dose 1 and dose 2 of a Covid-19 vaccine, evidence received, and any future subsequent doses as prescribed by The Australian Government.
- manage and maintain scheduling of all bookings for In-home Aged Care, Aged care Facilities and NDIS Clients to only be personnel of the Black & White Home Services operation that have had the prescribed doses of a Covid-19 vaccine.
- Provide weekly reporting to our aged care providers on our workforce vaccination status. Include in the “weekly” report a de-identified list of the number of “workers” of Black & White Home Services who have had a zero dose, dose 1 and dose 2 of a Covid-19 vaccination.

#### Requirements for workers in healthcare and their employers

A **worker in healthcare** and their **employer** must take all reasonable steps to ensure that the **worker in healthcare** does not enter, work in, or provide services in a **healthcare setting** if the person is prohibited from doing so under this Direction.

An **employer** of a **worker in healthcare** must keep a record of:

- the worker's vaccination status; and
- the type of evidence of vaccination or of **medical contraindication** sighted; and
- the date the evidence is sighted; or
- for an **unvaccinated** worker permitted to continue working, sighting a negative **COVID-19 PCR test** result as soon as practicable after pre-shift testing of the **unvaccinated worker**.



## BLACK & WHITE HOME SERVICES 2021

# WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”

## COVID-19 VACCINATION DIRECTION – AGED CARE AND DISABILITY SERVICES

### AIMS AND OBJECTIVES cont. Commencing from 27 July 2021

A **worker in healthcare** or, where they are employed by another person their **employer** must provide the **responsible person**, or self-managed NDIS participant, with confirmation that the **worker in healthcare** complies with the **COVID-19 vaccination requirements**.

After 15 December 2021 – where the **responsible person** for a **healthcare setting** is not the **employer**, the **responsible person** must take reasonable steps to notify **employers of workers** in the **healthcare setting** of the **COVID-19 vaccination requirements** and to record vaccination compliance as advised by the **employer** in relation to its workforce.

#### **Record Keeping requirements – Responsible Persons**

A **responsible person** or their delegate must keep a record, either locally or centrally, of COVID-19 vaccination compliance reported to it by a **worker in healthcare** or their **employer**. The information is collected and used for ensuring compliance with the Direction.

The information must be stored in a secure database that is accessible to **authorised persons** only and maintained in accordance with the *Information Privacy Act 2009* and the *Public Records Act 2002*.



## BLACK & WHITE HOME SERVICES 2021

# WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”

### COVID-19 VACCINATION DIRECTION – AGED CARE AND DISABILITY SERVICES

**Subcontractor COVID-19 Vaccination – In-home and Community Aged Care Weekly Reporting  
Current as of 16<sup>th</sup> December 2021**

#### AIMS AND OBJECTIVES

##### **Mandatory Vaccination and reporting on the COVID-19 vaccination status of your staff**

All providers of Australian Government aged care services are required to report the COVID-19 vaccination status of their workers each week, via the My Aged Care provider portal.

Reporting includes all workers engaged for that week by each aged care service, including volunteers and contractors who do most of their work with that service.

- The definition of worker for reporting is **service staff**, meaning staff (*including volunteers and sub-contractors*) who access, or are reasonably likely to access, any premises where the operation or administration of the service occurs. This includes workers who attend offices where no clients are present.

##### **If you are a sub-contracting organisation that is not an aged care provider in your own right:**

- your workers should be included for each aged care program by the provider where they do most of their work
- you should provide information about your workers' vaccination status to the Aged Care Provider you do most of your work for, and
- you should choose one provider to report to, so that your workers are not reported more than once.

As a Sub-Contractor of In-home and Community Aged Care, your workers must be included in the main provider's My Aged Care reporting to the Government.

This de-identified data is used by the Department of Health, States and Territories to ensure the necessary measures are in place for COVID-19 preparation and response planning for the in-home and community aged care sector. Your workers should be reported once, by one Aged Care Provider.

To achieve this, we will, so far as is reasonably practicable:

- nominate the Aged Care Provider
- manage, maintain and complete the following reporting weekly at the Head Office level to report on the vaccination status of each worker to our nominated Aged Care Provider whom we do the most work for:
  - total number of staff
  - number of staff who have received a single dose of a COVID-19 vaccine
  - number of staff who have received two doses of a COVID-19 vaccine
  - the number of staff with an authorised permanent medical exemption
  - the number of staff with an authorised temporary medical exemption
  - the number of staff with an authorised exemption due to inability to access a COVID-19 vaccine



## BLACK & WHITE HOME SERVICES 2021

# WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”

### COVID-19 VACCINATION DIRECTION – AGED CARE AND DISABILITY SERVICES

**Subcontractor COVID-19 Vaccination – In-home and Community Aged Care  
Current as of 16<sup>th</sup> December 2021**

#### **AIMS AND OBJECTIVES cont ...**

- the number of staff with an authorised temporary exemption to a COVID-19 vaccine due to critical workforce shortage OR to maintain provision of safe quality care OR safe quality care
- the number of staff with an authorised exemption related to another category in the relevant PHO

**Note:** This direction replaces the previous direction of reporting weekly to ALL Aged Care Providers we provide services too.



## BLACK & WHITE HOME SERVICES 2021

# WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”

### Covid-19 Contact Tracing Directive and Updated Close Contacts Definition Effective: 31st December 2021

#### AIMS AND OBJECTIVES

The Queensland Government have updated the contact tracing direction effective 22 December 2021, to the following changes, effective 12am, 31<sup>st</sup> December 2021 of what a close contact definition is. The QLD Government will only notify of major outbreak venues or super-spreader events in Queensland. A diagnosed person is someone who has tested positive to COVID-19, either through a PCR or Rapid Antigen test (RAT).

Everyone needs to consider any movement through the Queensland community as a risk for COVID-19 infection.

Maintain:

- ✓ Social distancing
- ✓ Perform regular hand hygiene
- ✓ Monitor for symptoms
- ✓ Get tested if you develop any symptoms

We will adopt procedures:

- ✓ to eliminate or minimise risks to health, safety and well-being so far as is reasonably practicable.

To achieve this, we will, so far as is reasonably practicable:

- ✓ provide our workforce the following list of what is a **close contact**:
  - household member
  - household like-contact
- ✓ provide our workforce the list of definitions for each close contact:
  - A **household member** - a is a person who ordinarily resides at the same premises or place of accommodation as the diagnosed person, and who are residing at the premises or place of accommodation at the time the diagnosed person receives their positive COVID-19 test result. You do not have to be related to the diagnosed person to be considered a household member.
  - A **household like-contact** – is a person who has spent more than 4 hours with the diagnosed person in a house or other place of accommodation, care facility or similar.

**Note:** a person is **not a household-like contact** if they are in a separate part of the house, accommodation or care facility that has a separate point of entry and no shared common areas, and if they do not have contact or interaction for more than 4 hours.

#### REQUIREMENTS

##### **Close Contact quarantine duration and testing requirements**

If you have been told or you find out that you are a **close contact** of someone who has COVID-19 you must follow quarantine and testing requirements.



## BLACK & WHITE HOME SERVICES 2021

# WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”

### Covid-19 Contact Tracing Directive and Updated Close Contacts Definition Effective: 31st December 2021

#### REQUIREMENTS

- ✓ when a person becomes aware that they are a **close contact**, they have to get tested as soon as possible **only** if they have COVID-19 symptoms.
- ✓ all **close contacts** still **must get tested on Day 6** of their quarantine period and if they develop COVID-19 symptoms.

A **close contact's** quarantine period is defined as:

- ✓ starting when they are informed or become aware they are a close contact of a diagnosed person
- ✓ ending after 7 days from the date the diagnosed person took the initial test that returned a positive result (*provided the close contact has no symptoms and a test on Day 6 of their quarantine returns a negative result*)

If a **close contact** gets a **positive** rapid antigen test (RAT) they must:

- ✓ report their positive RAT results to Queensland Health (*go to: <https://www.qld.gov.au/rat-positive>*)
- ✓ isolate and follow first steps if you have COVID-19
- ✓ PCR tests are not required to confirm a positive rapid antigen test (RAT)
- ✓ a rapid antigen test (RAT) can be used for all testing requirements as a **close contact** whether or not the person has COVID-19 symptoms.
- ✓ conversely, a PCR test is a valid COVID-19 test instead if they cannot get a RAT test

#### During your quarantine as a close contact

During your quarantine period, you must not leave the house or accommodation you are quarantining in except for these permitted purposes:

- to get a COVID-19 test if you develop COVID-19 symptoms or as part of the testing requirements as a **close contact**. You should **not** leave quarantine to buy a rapid antigen test (RAT). You can however, travel to a testing clinic to get a RAT or a PCR test.
- to transport a diagnosed person or **close contact** you are quarantining with to get a COVID-19 test.
- to avoid injury or illness or to escape a risk of harm
- in an emergency
- to perform work as a critically essential worker
- as required or permitted by an emergency officer

Any travel you do, for the permitted purposes above, while you are in quarantine must be by:

- private transport
- endorsed transport provider
- ambulance service
- emergency services vehicle
- transport arranged by a government authority



## BLACK & WHITE HOME SERVICES 2021

# WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”

### Covid-19 Contact Tracing Directive and Updated Close Contacts Definition Effective: 31st December 2021

#### REQUIREMENTS

##### Who can enter the place you are quarantining in

You must not allow anyone to enter where you are quarantining, unless they:

- ✓ usually live there or are quarantining with you
- ✓ are required to enter in an emergency
- ✓ are allowed to enter by an emergency officer

##### Release from quarantine

You can end your quarantine after 7 days of quarantine if you:

- ✓ receive a negative test result (RAT or PCR test) taken on Day 6 of your quarantine period.
- ✓ do not have COVID-19 symptoms.

**Note:** Remember, that the days of your quarantine period start counting from the date the **diagnosed person** took the initial test that returned a positive result.

##### After completing your quarantine period

Once you complete your quarantine period, you are not considered a **close contact**.

For 7 days after completing your quarantine period, you must:

- ✓ wear a mask when outside the home (*in addition to any mandatory face mask requirements in Queensland*)
- ✓ monitor for COVID-19 symptoms
- ✓ get a COVID-19 test if you develop COVID-19 symptoms, and quarantine while you wait for the result.

##### If you test positive for COVID-19

If you are diagnosed with COVID-19, you must immediately isolate for 7 days from the date you took the test that returned a positive result. You must isolate at your private home, accommodation (*for example, where you are staying for a holiday*), other suitable premises, or an address given to you by an emergency officer.

##### Updates from 10 January 2022

The isolation period for confirmed cases of COVID-19:

- ✓ starts from the date they took the test that returned a positive result
- ✓ ends at the end of:
  - 7 days (*since the date they took the test that returned a positive result*) and they have not had symptoms for the last 48 hours (*or if the only remaining symptom is a very mild dry cough which is persistent and not getting worse*). OR
  - 10 days (*since the date they took the test that returned a positive result*) if on day 7 of isolation they had fever and acute respiratory symptoms.



## BLACK & WHITE HOME SERVICES 2021

# WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”

### Covid-19 Contact Tracing Directive and Updated Close Contacts Definition Effective: 31st December 2021

#### REQUIREMENTS

During your period of isolation, you must **not** leave your home (*or wherever you are isolating*), except to travel by private vehicle, ambulance, or government arranged transport to::

- ✓ seek medical treatment at a hospital
- ✓ avoid injury or illness or to escape a risk of harm, including escaping a risk of harm related to sexual or domestic and family violence; or accessing support from a domestic and family violence support service.
- ✓ in an emergency
- ✓ if directed by an emergency officer

If you are leaving quarantine for these very limited reasons, you must wear a mask and follow any infection control measures as directed.

Most people will have minor symptoms just as you would for many other mild viruses, particularly if you are vaccinated and otherwise healthy. The majority of people will be able to manage their symptoms at home while isolating. It is possible to have mild symptoms at the start of your illness but become sicker over time.

You should seek medical advice if you:

- ✓ are not improving
- ✓ have a chronic health condition
- ✓ are pregnant

You should only go to hospital or call Triple Zero 000 if you have symptoms like:

- ✓ difficulty breathing even when walking around the house
- ✓ coughing up blood
- ✓ significant chest pain
- ✓ collapse or fainting

If you need **call Triple Zero 000**, ask for an ambulance. If you can, explain to the operator that you have COVID-19.

If you have a speech and/or hearing impairment and use telecommunication devices for the deaf, contact the **Text Emergency Relay Service on 106**.

#### **Difference between isolation and quarantine**

While both will limit your movements, quarantine is what we ask well people to do in case they're carrying the virus. People who are actually sick with COVID-19 will be asked to isolate – and depending on how unwell they are, this may be done at home or in a healthcare facility. Isolation means you need to stay away from others while you get better, so you don't give the virus to anyone else.





## **BLACK & WHITE HOME SERVICES 2021**

# **WORK HEALTH AND SAFETY POLICY “Coronavirus COVID-19 – Public Health Emergency”**

### **RESPONSIBILITIES**

Officers of Black & White Home Services will continue to follow The Australian Government and QLD Health directives around the Covid-19 Pandemic and Vaccination requirements. Workers must take reasonable care for their own health and safety and for the health and safety of other persons and comply with any reasonable instruction or policy given by the PCBU to enable it to comply with the Work Health and Safety Act.

#### **Black & White Home Services Officers:**

- Director – Craig Churchill
- Operations Manager – Rachael Churchill
- Compliance, WH&S & Contracts Administrator – Tanya Mackie