

memo

memo no: 829
to: All Staff and Volunteers
from: Bronwyn Mitchell, CEO
date: 1 September 2021
subject: COVID-19 Response Update – 29th September 2021

To all Lifebridge Staff and Volunteers,

We are pleased to confirm that the Tweed Shire and Byron Bay LGA's will emerge from stay-at-home orders at 12.01am Wednesday 29th September, 2021.

As a result, customer groups and community activities recommence on Wednesday 29th September, 2021.

With the lifting of strict lockdown, we must all take responsibility for adhering to ongoing restrictions with the aim of keeping ourselves, customers, families and community safe. The following details current restrictions as they apply to Lifebridge staff and the provision of services:

1. Masks must continue to be worn when working indoors including the Kingscliff Office and Cottage, when providing in home services and while transporting customers in Lifebridge vans or personal vehicles.
2. Social distancing protocols for group activities is based on the one person per 4 square meter rule.
3. Office staff will continue to work from home wherever possible. Staff attending Kingscliff must use the Kingscliff Booking Sheet in Teams and apply the QR codes at all times.

Accessing Kingscliff – PPE

The Kingscliff Office is open between 8.30am to 4.30pm, Monday to Friday – to provide staff with PPE. We are fully stocked and encourage support staff to take enough items to last a couple of weeks including masks for customers.

Covid Vaccination Status Update

A big thank you to staff and volunteers who over recent weeks have received the jab. We are pleased to advise we are over the 60% mark for Covid vaccinations. Lifebridge have been advised the Tweed Vaccination Hub located at Tweed Mall are fully stocked with the Pfizer vaccine and are open for bookings and drop ins.

Lifebridge encourage all staff and volunteers to receive the Covid vaccination to provide an additional line of defence against the virus. Please report your Covid vaccination status by emailing your certificate (or the date of vaccination, vaccine type and whether you have received a first and/or second dose) to:

human.resources@lifebridge.org.au

Mandatory Training

During this time all staff are directed to complete the Department of Health Infection Control Modules and the Lifebridge modules available online via our learning management system – ELMO. Details on how to access these online training resources was included in the July and August editions of the Staff Update. Please contact Denyelle Drury if you are experiencing any issues logging in to complete these modules which must be redone on an annual basis.

Return of Groups & Rosters

As we work to reinstate and roster group activities and add or remove additional services requested during stay-at-home orders, it is critically important that all support staff regularly check their roster in VisiCase. Please contact a member of the rostering team or your department manager if you have any questions during this time.

On behalf of the Executive Team, Lifebridge Board and all our customers I once again would like to extend a huge thank you. During these times of harsher restrictions and lock downs you have shown true dedication and commitment to the support of our customers. We are truly appreciative for all that you do.

Stay safe.

Kind regards



Bronwyn Mitchell
CEO