

memo

memo no: 846
to: All Lifebridge Staff, Volunteers and Board
from: Bronwyn Mitchell, CEO
date: 5 April 2022
subject: COVID-19 Response Update

Dear Lifebridge Staff and Volunteers,

As you are no doubt aware, COVID-19 continues to impact our community with large case numbers being experienced throughout the northern rivers. Omicron appears to be running rife through local schools and universities impacting our staff, customers and their families. On any given week Lifebridge have several staff absent in quarantine or isolation taking them away from work for 7 to 14 days based on current restrictions.

With winter coming and an expected surge in influenza as well as COVID, we are all feeling increasingly vulnerable and nervous – for our staff and our ability to deliver service to our customers.

The “novelty” has well and truly worn off however we must be ever vigilant in our maintenance of all health and hygiene protocols to safeguard ourselves, our families and our customers.

We take this opportunity to remind you of the following:

COVID-19 Booster Vaccination

As per the Public Health (COVID-19 Care Services) Order (No 3) 2021 all staff working in aged and disability services must receive their COVID-19 Booster by 12th April 2022.

Staff who have not received their Booster by 12th April 2022 will be stood down from service and face either suspension or termination for failing to comply with the Order.

Please forward a copy of your updated COVID-19 Vaccination Certificate or evidence of your COVID-19 Booster to human.resources@lifebridge.org.au by **Friday 8th April**.

Please note the Public Health Order is legislation and Lifebridge has a legal obligation to enforce the Order.

Rapid Antigen Testing – NSW Department of Health Advice

On the advice of NSW Health, all Lifebridge staff and volunteers, who have not yet received a 3rd dose of a COVID-19 vaccine, will be required to complete a RAT twice per week - Monday and Wednesday. The only exceptions will be for staff who do not come into contact with other employees or customers during the week. Twice weekly rapid antigen testing will not be required if and when you have received your third COVID-19 vaccination.

If you return a positive RAT, please notify Beverly Smallmon and follow current Department of Health advice including self-isolating for a period of 7 days. You will need to be symptom free and provide a negative RAT prior to returning to work. RAT's are available at the Kingscliff Reception.

Health & Safety Protocols

All Lifebridge staff and volunteers must maintain all current health and safety protocols. Mask wearing, social distancing, health and hygiene practices must be adhered to during service delivery including in "The Cottage", in-home and during transport.

Prior to service please keep asking your customers the following questions and contact Beverly Smallmon if you receive a positive response.

- Are you feeling unwell or experiencing any COVID-19 related symptoms?
- Have you tested positive to COVID-19 or are you waiting on test results?
- Have you been in contact with anyone who is waiting for a COVID-19 test result?
- Have you been in contact with anyone who has tested positive to COVID-19?

The Kingscliff Office will be limited to a maximum of 13 staff per day. Staff are encouraged to work from home and use the Booking System on Teams if they need to attend the office. Masks shall be worn when moving around the office and may be removed when seated at a desk while maintaining 1.5 meters distance from others.

Free Counselling Services

If you think it could provide some support, we encourage staff to access our Employee Assistance Provider – EAPAssist on 0407 086 000 or you can book a phone counselling appointment via the EAP Assist Booking Form – www.eapassist.com.au/booking-form.

Staff Portal

Please visit our recently updated Staff Portal on the Lifebridge website where you can view all of our COVID-19 Response Memo's, Staff Updates, Infection Control policies, procedures and Safe Work Plans. The Password is Bridge2487.

Please continue to take care and hoping you all stay safe and well.

Regards,



Bronwyn
CEO