

memo

memo no: 848
to: All Lifebridge Staff, Volunteers and Board
from: Bronwyn Mitchell, CEO
date: 5 May 2022
subject: COVID-19 Response Update – 5th May 2022

Dear Lifebridge Staff and Volunteers,

COVID-19 continues to have a significant impact on the Lifebridge community and we send our well wishes to staff, volunteers and their family members who have been unwell or in isolation over recent weeks. We also send our thanks and gratitude to those staff who have been working extra hours and shifts to accommodate these high levels of unplanned leave so that we may continue providing services to our customers.

Please let rosters know if you have any additional availability to backfill staff who are unwell or in isolation during the next couple of weeks. Your help would be greatly appreciated.

Please be advised that despite relaxation of COVID-19 protocols in NSW - Lifebridge, as an Aged Care and NDIS service provider, must continue with all COVID-19 related health and safety requirements for service provision.

With the cold and wet weather upon us and the additional threat of Influenza we remind staff and volunteers of the following:

- Do not attend work if you are unwell. Take a COVID RAT or PCR test.
- Notify your Manager of any positive COVID test result and isolate for 7 days. Following the isolation period, do not return to work until you return a COVID negative test result.
- If you are a close contact of a COVID positive case you must isolate from work for a period of 10 days. Do not return to work until you receive a COVID negative test result.
- Continue to wear masks when providing service to customers, during transport and when working in the Cottage. Ensure you continue applying hand sanitiser and use the disinfectant wipes and spray available at Reception and in Lifebridge vehicles.
- Prior to service delivery please remember to ask your customers if they are experiencing any cold or flu like symptoms, whether they are COVID positive or a Close Contact of a COVID positive person. Please contact Danielle Burgess (Bev Smallmon is on leave until Monday 23rd May) prior to delivering service.
- Continue to wear masks when moving around the Kingscliff office and Cottage. Staff are encouraged to work from home and use the Booking System on Teams to reserve a desk in the office. Places continue to be limited to 13.

Please contact your Manager if you have any questions or concerns regarding the above.

COVID-19 Booster Vaccination

Based on current legislation (Public Health (COVID-19 Care Services) Order (No 4) 2021) all staff working in Aged and Disability Services must receive their COVID-19 Booster by 31st May 2022 to continue working in the sector.

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 **Monday 23rd May**.

Rapid Antigen Testing – NSW Department of Health Advice

All Lifebridge staff and volunteers, who have not yet received a 3rd dose of a COVID-19 vaccine, are 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.

RAT's are available at the Kingscliff Reception. Please notify Danielle Burgess if you return a positive RAT and isolate immediately.

Please continue to stay safe.

Regards,



CEO