

Roles and Responsibilities for testing and managing COVID-19 for staff and clients

COVID-19 transmission continues to increase in the community. Community transmission in NSW is now high.

It is highly recommended to wear a surgical mask whilst providing services to vulnerable people.

Client who is positive COVID-19

- Screen clients on arrival to service for signs and symptoms of COVID-19 or whether they are awaiting test results.
- Support Worker to report to client's service coordinator if client informs they have tested positive to COVID-19
- Support client to access information or appointment for anti viral medicines
- We will inform you if you are attending a service where the client is COVID-19 positive
- If a client test positive they must self-isolate for 7 days.
- Full PPE's to be worn whilst waiting for clients COVID 19 testing results **or** when clients are positive and self-isolating for 7 days.
- We will attempt to roster positive COVID-19 clients at the end of the day if possible and appropriate or delegate a team that only provides care to the positive client to minimise spread to other clients.

Support Workers with COVID-19 Signs & Symptoms

- Monitor for COVID-19 symptoms, if you have any symptoms DO NOT attend service and RAT tested for COVID 19
- If negative wear a surgical mask as a precaution
- Inform HR, Team Leader or rostering immediately if you have tested positive to COVID-19
- If RAT test is positive, self-isolate from work for 7 days.
- From 1st October 2023 you no longer need to Positive RAT tests with Service NSW

Close Contacts

- Monitor for signs and symptoms. If RAT positive self-isolate for 7 days as per above.

PPE include: Surgical mask, gloves, apron, shoe covers, eye protection glasses

Remember Hand Washing and Infection Control procedures must always be followed

All employees have a responsibility to keep updated with COVID hot spots and NSW health recommendations <https://www.nsw.gov.au/covid-19>

Rostering Services

- Inform service coordinator and management when client reports they are being tested for COVID 19
- Inform Service Coordinator if client has been admitted to or discharged from hospital
- Try and arrange Support Workers to attend client services as their last job for the day
- Remove any staff from rostered services if tested positive for COVID-19 and self isolating for 7 days
- Record on COVID disruption to service Spread Sheet

Service Coordinators

- Inform roosting department and management if informed by client they are being tested for COVID 19
- Inform roster dept if client has been admitted or discharged from hospital
- Contact relevant support workers to wear full PPE's
- Spot check/Phone call to client to check full PPE's are being worn
- Inform Support Workers when clients results are returned.
- If informed by Support Worker that a client is displaying COVID 19 symptoms, follow up with client or clients advocate for them to be tested. Arrange support to COVID test and antiviral medication if required.

Training

If you require a refresher in training, go to Ausmed

*Infection prevention in the home

*Hand hygiene essential

*Donning and Doffing PPE correctly

Don't hesitate to call the office and speak to one of Subee RNs if you are unsure about anything.

Last Reviewed 30th May 2024