

Infrastructure and Assets

Information for Contractors: COVID-19 Safe Workplace Plan

West Moreton Health (WMH) operates under a COVID-19 Safe Workplace Plan which establishes the following principles for reducing the transmission of infectious diseases (including the COVID-19 virus):

- Always utilise the principles of social distancing. This includes;
 - ensuring people remain 1.5 metres apart where reasonably practicable;
 - applying limits to persons occupying work areas/rooms and clinical spaces (2 sqm metres per person for work areas less than 200 sqm metres and 4 sqm metres per person for work areas greater than 200 sqm metres).
- Establishing personal hygiene and infection control measures including;
 - Provision of hand hygiene stations and PPE.
 - Ensuring hand hygiene is attended regularly – this can be with alcohol-based hand rub (ABHR) or soap and water.
- Taking additional measures to ensure workers and visitors are protected by;
 - providing protective screens and distance markers at access points and visitor counters across WMH facilities where remaining 1.5 metres apart is not reasonably practicable.
- Providing clear and appropriate information and signage that;
 - explains personal health and hand hygiene requirements on entry to WMH facilities.
 - establishes physical distancing protocols using barricades, floor markers and other directional information.
 - outlines the physical occupancy capacity of work areas and clinical spaces.

Contractors are to:

- Provide a COVID-19 risk assessment of the work that they are to undertake, as part of required documentation prior to entering the work site.
- Ensure workers undertake “COVID-19 Safe Survey” before commencing work/shift at any WMH Facility. Where the survey indicates that the worker may be at risk from COVID-19, the worker must;
 - Immediately apply a surgical mask
 - leave workplace.
 - attend a fever clinic for testing.
 - remain absent from work until COVID test negative and all respiratory symptoms resolved
- Maintain physical distancing of 1.5 metres where reasonably practicable for the requirements of the work.
- Observe hand wash protocols and make use of the amenities near to the work areas on arrival and prior to leaving site, on every visit.
- Liaise with departments and areas before accessing the location for any additional requirements.
- Refer to signage at entry points to work areas and observe the occupancy requirements of the particular departments and/or areas.
- Clean and wipe hard surfaces with appropriate detergent/disinfectant before and after working on plant and equipment.
- Take work breaks at suitable locations in staggered intervals to minimise contact with other workers.

If you are required to undertake maintenance work in work areas requiring transmission-based precautions (i.e. COVID-19 wards or treatment rooms):

- Follow the direction of your WMH site representative/supervisor.
- Prior to commencing work as part of your Take 5 and/or Risk Assessment, speak to the clinical staff in each location and seek guidance if PPE or other infectious diseases safety measures are required.
- Confirm from the area supervisor/manager the location has been appropriately cleaned prior to entry.
- Only take in tools that are required for the task. Leave trolleys/tool bags etc. outside of the location.
- Prior to entry, consult with clinical staff and confirm procedure of decontaminating tools and equipment.
- If PPE is required, utilise clinical staff to ensure appropriate PPE is used as per WMH guideline.
- Clean hands as required, including before applying and after removing PPE.
- Clean all tools and equipment used for the maintenance work thoroughly.

Ensuring our workplaces are COVID-safe is a shared responsibility and requires us to change some of our behaviours and ways of working. Ultimately, it is the small things we do each day — maintaining a 1.5 metre distance from your colleagues, using alternative greetings, limiting the number of people in lifts and meeting rooms, and practicing good hygiene — that will help us actively manage the transmission of COVID-19.

West Moreton Health would like to remind everyone how important it is to stay home if you are sick.

If you are experiencing any COVID-19 symptoms, no matter how mild, get tested and stay home until you receive a negative result.

Experiencing any of these symptoms? Get tested.

The infographic features a dark blue background with a green border. At the top, the text 'Experiencing any of these symptoms? Get tested.' is displayed in white and green. Below this, eight circular icons in green are arranged in two rows of four. Each icon is accompanied by a white label: a thermometer for 'Fever', a person coughing for 'Cough', a person with a sore throat for 'Sore throat', a person with 'Zzz' for 'Fatigue', a nose with a drop for 'Runny nose', a person with a cloud for 'Shortness of breath', a nose with an 'X' for 'Loss of smell and/or taste', and a person with an 'X' for 'Loss of smell and/or taste'.

Fever

Cough

Sore throat

Fatigue

Runny nose

Shortness of breath

Loss of smell and/or taste

Please refer to the link provided for latest Queensland Government Coronavirus (COVID-19) information: <https://www.qld.gov.au/health/conditions/health-alerts/coronavirus-covid-19>