

Contact Tracing Policy

1. PURPOSE:

1.1. Castlemaine Community House recognises that not everybody is willing or able to download and activate the COVID-SAFE APP on their devices. Rather than excluding those people from regular programs, we are adopting an inclusive approach which will mean that we collect some personal information every time you are enter the premises. This will remain in place for the duration of the pandemic.

2. CONTRACT TRACING:

2.1 Contact tracing is an important measure in infection control. Without it, COVID-19 and other viruses can infect others and the virus can spread exponentially.

3. DEFINITIONS:

3.1. Contact:

3.1.1. Is defined by the Australian Department of Health as:

3.2.1. 15 Minutes face-to-face in a week.

3.2.2. In the same closed space for 2 hours.

3.2.3. 48 hours before the onset of symptoms in a confirmed or probable case.

3.3. Confirmed Case:

3.3.1. Is somebody that has tested positive for COVID-19.

3.4. Probable Case:

3.4.1. Is somebody that has not yet been tested but their health provider has determined that they meet the clinical criteria of the virus.

3.5. Suspected Case:

3.5.1. Is somebody that has not been tested but meets the clinical criteria and has had contact with a confirmed or suspected case.

4. PROCEDURE:

4.1. Upon arrival at the House, hands must be sanitised.

4.2. Persons needs to read and sign the attendance declaration and include:

4.2.1. Date.

4.2.2. First name and contact number.

4.2.3. Postcode.

4.3. If you're part of a program you will be automatically signed out at the conclusion of the program.

4.4. CCH will keep the records on file for 28 days, where after they will be destroyed.