

# RESIDENTIAL AGED CARE COVID-19 VACCINATION MESSAGE TO STAFF

[This can be sent as an email/memo/letter to residential aged care workers]

Dear all,

As you are aware, the Federal Government has determined that from 17 September 2021, a person must not work in a residential aged care facility if they have not at least received their first dose of a COVID-19 vaccination. Each state and territory in Australia is issuing, or has issued, health directions to this effect. The Directions/Order that applies to you is [insert title].

This means that from 17 September 2021, [entity] will only be able to offer residential aged care work to workers who can demonstrate that they have either been partially or fully vaccinated, or who are covered by an exemption.

[Option 1 – for Victoria] At this stage, we expect that the exemptions from the vaccination requirement will be medical exemptions for people in very specific circumstances with the relevant medical evidence, and exemptions for people who are temporarily unable to access vaccinations due to supply issues. [End option 1]

[Option 2 – states/territories with directions] The exemptions from the vaccination requirement are medical exemptions for people in very specific circumstances with the relevant medical evidence, and the other exemptions detailed in the Residential Aged Care COVID-19 Vaccination Policy. [End option 2].

What this means is that as from 17 September 2021, we will not be able to allow workers who have not been vaccinated to attend the facility to perform their usual duties as an aged care worker, unless they have an exemption. In limited circumstances, we may be able to temporarily redeploy those workers elsewhere within our operations, or allow employees to take accrued annual or long service leave, but there is a real possibility that we will need to consider suspension without pay or termination of employment or engagement on the basis that those workers are no longer lawfully able to perform their duties.

We strongly encourage all aged care workers who have not yet been immunised to make a vaccination appointment as soon as possible. We consider that this is the best way to protect yourself, your family, your colleagues, and our residents from COVID-19. All residential aged care workers are eligible to receive COVID-19 vaccines, and primary care clinics are expected to make vaccination appointments for aged care workers within 7 days of a request, so availability should not be an obstacle. The vaccine is free, and you do not require a Medicare card either to book the appointment or to receive the vaccine.

The nearest vaccination hubs to your workplace are [insert details]. You can book an appointment online or by calling the Coronavirus Hotline on 1800 675 398 (for priority access appointments). [Option] All workers who are employees will be allowed paid time off to attend an appointment to receive their COVID-19 vaccination upon providing proof of this appointment [End option].

If you have already been vaccinated, or you are going to go, please remember to provide your manager with written confirmation of your vaccination status, together with a copy of either your Immunisation History or of your COVID-19 Vaccination Certificate. [Entity] will treat this as sensitive information in accordance with [entity]'s Privacy Policy.

We are in the process of determining the roster for the second half of September, so it is important that you provide information and relevant evidence about your vaccination status by [insert relevant date according to industrial instrument requirements and rostering practices].

If you have any questions about this communication, or any concerns about the COVID-19 vaccination or the support which [*entity*] has in place, please contact ###[insert details].