

Message to Staff, Residents, Visitors and Volunteers



Today the World Health Organisation declared the Corona Virus a pandemic. With a sensible approach to hygiene and health, there is no need for us to panic.

You Can Help

To protect our residents, visitors, volunteers and staff, please comply with the following procedures:

Stop

- People who have been overseas or on a cruise ship in the last 14 days may not enter the Lodge or the Community Centre for 14 days after returning.
- Anyone with cold symptoms may not enter the Facility or the Community Centre until cleared.

Vaccinate

- Staff are required to obtain a flu vaccine as soon as possible, unless there are medical contraindications (where a statutory declaration will be required). Staff can choose whether to arrange this through their GP or through Evergreen. Forms are available at reception and must be returned by 23rd March.
- Lodge Residents will be offered a vaccine facilitated by Evergreen, funded by Medicare and administered by the GP. Further information can be obtained through Jan at reception.
- Village Residents and Visitors are encouraged to obtain a flu vaccine as soon as possible through their GP to minimise the risk of an outbreak on the site.

Hygiene

- Use the hand sanitiser in the foyer on entry to the Facility or Community Centre.
- Hand washing is the first line of defence. Lather your hands with soap for as long as it takes to sing Happy Birthday, then rinse and dry your hands thoroughly.
- If soap and water is unavailable, use a hand sanitiser.
- Coughs/sneezes should be covered – use your elbow or tissues, and again wash your hands.

Greetings

- Avoid shaking hands, hugging or kissing on greeting.

Travel

- We encourage reconsideration of any travel plans.
- Overseas travel is not recommended for people in contact with vulnerable residents.

What is Evergreen Doing?

Precautions implemented:

- Hand sanitiser is available and must be used on entry to the Lodge and Community Centre
- Additional personal protection equipment has been stocked,
- Infection Control practices have been reviewed,
- All staff are required at all times to have a current hand hygiene competency,
- Regular communication regarding risks and precautions is occurring with key stakeholders,
- Written information is available at Lodge and Village reception.

Additional Precautions for the Lodge:

- Hand sanitiser available throughout the Lodge,
- Handrails are being cleaned twice daily,
- Visitors and contractors must sign a declaration on entry that they comply with travel restrictions.

Thank you for your cooperation!

Helen Wilson, Chief Executive Officer

Thursday, 12 March 2020