

**We at Bolton Clarke take the health and safety of you and our staff very seriously.**

This information is for you on how we are working to protect you during the Coronavirus outbreak. This will help you stay up to date and help us to prevent the spread.

As a health care service, we closely follow the advice from the Australian Government and their Chief Medical Officer.

## How Coronavirus (COVID-19) is spread

**Coronavirus is spread from person to person through:**

- Close contact with a person who has the virus
- Contact with droplets from a person who has the virus and who is coughing or sneezing
- Touching things or surfaces (e.g. doorknobs or tables) that have droplets on them from a person who has the virus, and then touching your face<sup>1</sup>.

**Practising good hand hygiene and covering your face with your bent elbow when you sneeze, or cough is the best defence against most viruses.**

- Wash your hands often with soap and water, before and after eating and after using the toilet
- Cover your face with your bent elbow when you cough or sneeze, put used tissues in the bin and wash your hands
- Avoid being close to others, stand more than 1.5metres away.

Reference: 1. Australian Government (2020). Advice fact sheets on Coronavirus (COVID 19).

## Keeping you and our staff safe

### Checking in

- We will phone you and ask you four questions before visiting. This is to make sure you and everyone in your house are well before we visit and to reassure you that we are well too.
- When we arrive at your house, we will ask questions on how you are feeling and may take your temperature.

### Our staff:

- Are well trained in infection control and prevention, including good hand hygiene.
- Will only come to work if they are well.
- Have access to priority testing for Coronavirus if needed because we are a health care service.
- Will work with you if you are interested in learning more about how you can do all, or part of your care.

### Masks – advice from Australia’s Chief Medical Officer

- If you are well, you do not need to wear a mask when our staff visit.
- If you are well, our staff will not wear a mask when we visit.
- Our staff will only wear a mask when they are caring for someone suspected or confirmed with Coronavirus or other viruses.