

Employee Attestations

Keeping our employees safe



Protecting our Patients and Employees: Daily Attestations

- Ensure the safety and wellbeing of all our employees and patients.
- In line with the Government's latest initiatives towards making workplaces safer for Victorian healthcare workers.
- Employees will be required to complete a daily Attestation that they are well before commencing a workday on-site.
- An Attestation is simply showing or providing evidence that something is true.



Employee Attestation Form

- An Attestation will tell us that you are:
 - well
 - free of any COVID-19 symptoms
 - not a known close-contact of a positive COVID-19 case (except with appropriate PPE at work)
- The daily attestation can be completed via an online form/tool
- Paper-based forms are also available if the online tool is not accessible

Your Details

SURNAME

FIRST NAME

EMPLOYEE NUMBER

Your Program/ Department/ Area :

Screening Questions - Please select any that apply

I have new/recent onset symptoms consistent with COVID-19 ⓘ

I have returned from overseas in the past 14 days

I have been identified as a close contact of a confirmed case of COVID-19 and am in quarantine

None of the above

Submit Attestation



Completing the Attestation Form

The Attestation form takes less than a minute, can be done before arriving at work and can be submitted by:



Completing the online form on your smartphone or device URL or QR code and showing your green tick upon entry.



Completing the online form via the provided devices (Surface Pro laptops) at site-entrances.



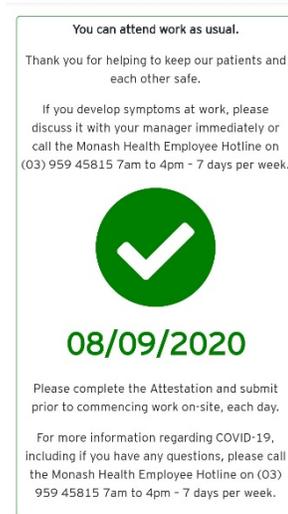
Completing a paper-based form on-site upon entry (paper-based forms will be available at site entry points).



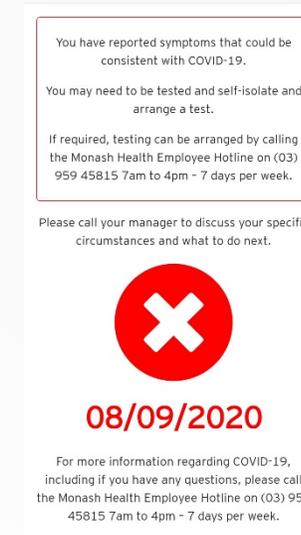
Submitting your response

Fill in your information and answer the simple screening questions.

If you answer “no” to the questions, you’ll receive a green tick. You’ll need to show this upon entry as evidence that it is safe for you to attend work on-site.



If you answer “yes” to any of the questions, you’ll receive a red cross. You’ll need to notify your manager and contact the employee hotline on 9594 5815.



Resources



An update on Employee Attestations will be communicated via the CE Update.



Information, guides and links will be made available on the COVID-19 employee website shortly.



Employees are advised to contact the Employee Hotline if they become unwell while at work or have any questions.

