



COVID-19

Immediate Attention



Chief Executive Update

Coronavirus (COVID-19) update – 22 January 2021

This email is being sent to all employees

Message from the Chief Executive

As of today, we have:

- No COVID-19 positive inpatients.
- One employee in precautionary quarantine from NSW exposure.

In this update we cover:

- COVID-19 vaccination
- Give Me Five – Let's make time to talk
- Employee declaration reminder
- High temperatures forecast across the weekend

One year on

As we approach the one-year anniversary of the first Australian COVID-19 patient arriving at Monash Health on 24 January 2020, I encourage you to reflect on how far we have come together over the past year. Thank you for your professionalism, resilience and commitment; without it, we might be in a very different place.

With vaccination expected to begin in February, I am confident that the dedication you have shown will continue as we enter the next phase of our fight against COVID-19.

COVID-19 vaccination

Vaccination is generating interest at all levels of the organisation. Vaccines and the research, development and trials associated with them, will likely be a focus of your attention and discussions, and it is important that you stay informed.

Our COVID-19 vaccination planning is well underway, but as the national vaccine rollout is still developing, we do not have all the answers yet. To help you stay informed as the rollout evolves, we will provide the latest, credible information from expert sources as it becomes available. There will be regular opportunities for you to ask questions and gain insight, to ensure you feel confident to make informed decisions.

Our COVID-19 vaccine web page

Our [COVID-19 website's vaccination page](#) will include regular updates on our vaccination program, FAQs, information from subject matter experts and the latest research and health advice.

Information is continuously coming to hand, so please [save the website to your mobile device](#) and check back regularly.

Vaccination Forums

A schedule of vaccination-focused Employee Forums and Manager Briefings has been developed. These will provide opportunities for you to hear directly from experts, raise concerns and ask questions.

- Wednesday 27 January, 2pm: Senior Leader and Nurse Manager Vaccination Briefing
- Thursday 28 January, 2pm: All Employee Vaccination Forum
- Tuesday 2 February, 2pm: All Employee Vaccination Forum

The questions asked during these forums will inform our growing collection of [FAQs](#) and be used to ensure you're getting the information you need. If you missed our initial vaccination forum on Tuesday, I encourage you to [watch it here](#).

All vaccination communication will be sent to your Monash Health email address

All communication about the vaccination program will be sent to your Monash Health email address. Please ensure you set up your Monash Health email, if you have not already done so, and check it regularly, so you don't miss out on important information. If you are using a non-Monash Health email for work purposes, now is the time to make the switch.

Department of Health Vaccine information

The Department of Health has created a new [website](#), with additional information, that you may wish to add to your list of credible sources of up-to-date information. You can also read the [Australian COVID-19 vaccination policy](#) and find out about the [National COVID-19 vaccine rollout policy](#).

Call the Employee Hotline for enquiries regarding the vaccination program

To ensure your vaccination program enquiries can be answered promptly, the Employee Hotline is preferable to email. However, please read our FAQs and attend or review one of the forums before you call. You can find further details of the Employee Hotline [here](#).

Thank you again for the care and commitment you are showing to the community.

Andrew Stripp
Chief Executive

Key Messages

COVID-19 vaccination updated FAQs

Following the Employee Forum on 19 January, the COVID-19 vaccine FAQs have been updated. Be sure to check back regularly as one of the quickest ways to stay on top of the latest developments.

FAQs and resources as they come to hand are on the Monash Health COVID-19 vaccination page. [You can read the latest here.](#)

Give Me Five – Let's make time to talk

As we start a new year, it's important to have a conversation with your manager to reflect on your work last year, and goals and plans for the year ahead, by completing your 'Give Me Five' or Annual Performance discussion. These conversations provide an opportunity to clarify expectations, ensure a shared understanding of your goals and aspirations and highlight your progress from previous conversations. [Read more about these essential conversations.](#)

Outstanding Employee Workplace Declarations – time for action

The swift management of the COVID-19 outbreaks in Victoria over the holiday period reminded us of the value of accurate, up to date information about people's movements at any given time. Approximately seven per cent of our employees have not completed the compulsory Employee Workplace Declaration form to declare all their workplaces, even if Monash Health is their only place of work. To comply with the [Public Health Commander's directive](#) and continue to protect yourself, your colleagues, patients, and our community, we need to achieve a 100 per cent completion rate, so please complete the declaration. [Find out more and take action today.](#)

High temperatures forecast across the weekend

We're expecting high temperatures across the weekend. The forecast conditions may cause an increase in heat-related illness and exacerbate pre-existing medical conditions in the community.

There are simple things you can do to stay safe in the heat:

- Drink plenty of water and keep a drink bottle on hand.
- Spend as much time as possible in cool or air-conditioned buildings (shopping centres, libraries, cinemas or community centres).
- Look after those most at risk in the heat – your neighbour living alone, the elderly, the young, people with a medical condition and of course, your pets!

If you or anyone you know feels unwell on a hot day, call NURSE-ON-CALL on 1300 60 60 24, or call 000 in an emergency.

Visit: <https://www.betterhealth.vic.gov.au/heat> for more details.

Continue to take advantage of wellbeing resources

Please take advantage of the health and wellbeing resources we have available for you, including the [Call a Psychologist](#) service and the [employee assistance program](#). Don't forget [the basics](#) of your physical health and remember we have links to resources online for you and your teams, including a helpful guide to [stretching at your desk](#), wherever that desk might be.

Ensure you are working to the most up-to-date advice

The information about COVID-19 is changing rapidly. Ensure you are working to the most up-to-date advice by referring to the [Monash Health Employee Coronavirus website](#). To make accessing the site quicker, you can create a shortcut on your smartphone by following [these instructions](#)

All managers are requested to share these updates with their teams and discuss at stand-ups and handovers. Please print a copy and display it in communication books and on employee noticeboards.

As advice and information evolve, please consult the latest updates and visit the [\[dhhs.vic.gov.au\]](https://dhhs.vic.gov.au) Department of Health and Human Services and [\[coronavirus.monashhealth.org\]](https://coronavirus.monashhealth.org) Monash Health COVID-19 website for employees regularly for the latest.
