

HIQA STATUS UPDATE COVID-19 MANAGEMENT PLAN BRIEF

25 March 2020

As a result of the COVID-19 pandemic, HiQA have implemented a workplace Management Plan of COVID-19 throughout our business units.

Our plans are monitored and updated with information released by State and Federal Governments, Australian Government Department of Health and World Health Organisation.

Our team have been provided with information and resources to maintain processes including but not limited to:

- Implementation of HiQA COVID 19-Management Plan throughout the business and future inductions. Monitored and updated according to State and Federal Government updates.
- Office based team members restricted to working remotely from home avoiding face to face contact with operation team members working in our laboratories and onsite.
- Face to face meetings to be conducted over phone or video conferencing
- Team members who have been tested positive to COVID-19, been in close contact of someone who has tested positive to COVID-19, are unwell and/or display flu symptoms are to self-isolate for 14 days and cannot return to work until they can provide a 'fit to work' certificate from a doctor.
- Practicing good hygiene always. Posters and instructions have been provided and displayed throughout sites to educate on hand washing, cleaning and identifying symptoms.
- Extra hand basins, soap, hand sanitiser, disinfectant wipes and cleaning products have been provided in all HiQA sites and vehicles.
- Increased cleaning by professional cleaners to maintain good hygiene practices
- Restricted business travel
- Technicians have been allocated vehicles and workspaces in our laboratories to ensure social distancing of current restrictions.
- Signs are displayed in all HiQA laboratories notifying the maximum number of people in each area to comply with social distancing restrictions.
- Entry to all HiQA sites are restricted to HiQA operation and technician team members ONLY. Essential suppliers such as cleaners and IT support personnel are exempt. Essential suppliers are required to complete our COVID-19 Self Declaration Form in every instance of visiting HiQA and will not be granted entry if they provide risk to our team members.
- Increased protection to our IT systems from unauthorised access.
- Mental Health and support notifications regularly issued to all HiQA team members for related COVID-19 impacts.

Please contact us for our full COVID-19 Management Plan

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