

COVID-19 Notification Form



WHS-PRO-FORM-005c

Electronic copies of this form are current. All other copies are uncontrolled and currency can only be assured at the time of printing. Completion of this form is voluntary. Once completed, this form is CONFIDENTIAL. The information gathered is for the purposes of ensuring welfare support to staff/students impacted by covid-19, as well as the impact to the broader JCU work and study environment (eg, to initiated remedial or additional cleaning regimes).

Date of Notification: ____/____/____ Notified by (Full Name): _____

Contact Number of Notifier (Mobile): _____

Details of person in quarantine:

Full Name: _____

Staff Student Other Staff/Student Number: _____

If Student, please specify: Domestic International

Contact Number of Person (Mobile): _____

Status:

Date of quarantine commencement: ____/____/____

Reasoning for quarantine e.g. public health direction, close contact, travel through hotspot/exposure site etc.

Have you tested positive to covid-19: Yes No Prefer not to say

Is Queensland Health aware of this person: Yes No Don't know

Detail: _____

Quarantine location: Home Hotel Hospital JCU Accommodation

If in JCU accommodation which College/Hall/Location: _____

Last day of work/study prior to quarantine: ____/____/____

Has the person attended JCU facilities during the 48 hours prior to quarantine or isolation? *If Yes, complete section below:*

Description of access that has occurred at JCU facilities. Please include building and room numbers.	(e.g. attended specific lectures, or as employee was located within a specific area e.g. meal areas)
Staff & Students that may need to be followed up:	(That meet the definition of close contact)

Note: Terminal cleaning of facilities is undertaken as instructed by the QLD Public Health Unit

Please email completed form to: WHSNotification@jcu.edu.au

Positive test results must be immediately notified to Andrew Reddicliffe (WHS Manager) Ph: 0419 726 863

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Definitions

Close Contact:

- Had face-to-face contact for any amount of time or shared a closed space for at least 1 hour with a confirmed case during their infectious period.
- Been to a venue or location where the risk of transmission is considered high based on public health assessment.
- Been identified by public health authorities to be at high risk for developing COVID-19 as they have or may have been in contact with someone with COVID-19, for example in a school or other institutional setting.
- Been advised they will be provided with a quarantine direction by an emergency officer – by text, email or phone call.
- Been confirmed a close contact or casual contact by an interstate government authority.

Quarantine

Quarantine is when people who are well and may have been in contact with someone with COVID-19 have to stay away from others to stop the spread of COVID-19. Quarantine means staying in your home or government arranged accommodation for 14 days and not leaving. The quarantine period is 14 days from when you may have been in contact with the person.

This is because you may be in the incubation period (the time between getting the virus and showing symptoms).

Isolation

Isolation is the term used when asking people who are suspected or confirmed to have COVID-19 to stay in their home or in hospital until they are no longer infectious.

If you are suspected or confirmed to have COVID-19, you will be asked to self-isolate unless you are so sick that you need treatment in a hospital.