

COVID-19 (Coronavirus)

User Guide: Staff COVID-19 Attestation

We have developed an online attestation tool to assist staff in meeting the requirements of working onsite during the COVID-19 pandemic.

The tool can be accessed on any device (such as a smart phone or tablet) and needs to be completed prior to each shift. You can complete the form before arriving at work each day.

How to access and save the app on your device

1. Access the online form on your smartphone or device by visiting www.svhm.org.au/COVIDscreening or use your device to scan the below QR code:



2. Once the page has loaded add the website icon to the home screen on your device for quick and easy access.

Image 1: Apple device

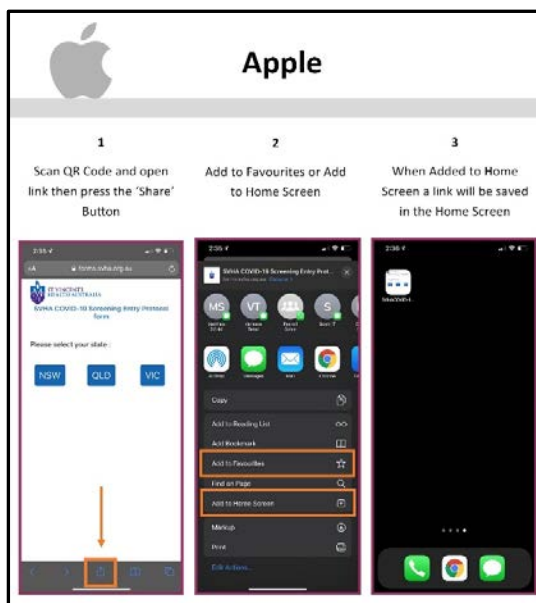
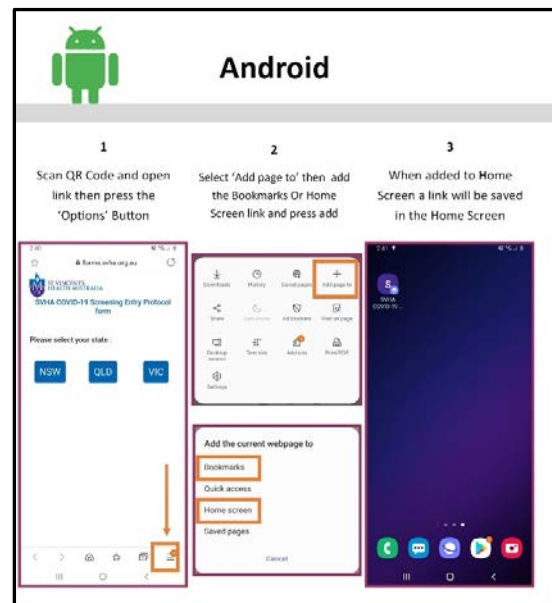


Image 2: Android device



3. Complete your information and answer the screening questions.

Please note: After you complete the form on your own device for the first time, your personal details will automatically populate each time you use the app.

4. Submit your response:

- If you answer “no” to all of the questions you will receive a **green tick** to indicate it is safe for you to attend work. You will need to show this upon entry to your building as evidence that you have answered the attestation questions and it is safe for you to work onsite
- If you answer “yes” to any of the questions, you will receive a **red cross**. You will then need to notify your manager and contact the staff COVID-19 Hotline on 1800 444 511

5. Please keep the screen open in order to display your response to staff at the entrance. You will then need to have your temperature checked and if it is below 37.5 you are able to commence working onsite.

A paper-based version of the questionnaire is available to employees who do not have access to the online tool. The paper based form is also available at all site entry points.