

Procedure:

Managing Suspected and Confirmed Vicswim Summer Kidz program patron COVID-19 Cases

Purpose

This procedure outlines the actions to be taken by patrons and venues should a COVID-19 case be suspected or confirmed in a patron within a Vicswim summer kidz program venue.

Scope

- Staff will implement COVID Safe Plans of participating venues in the first instance.
- Where a participating venue does not have a procedure for managing COVID – 19 cases this document will be used by Aquatics and Recreation Victoria, VICSWIM Summer Kidz 2021 program staff to guide patrons and venues in the event of a patron suspected or confirmed patron case of COVID-19 , while awaiting formal advice from the Department of Health and Human Services (DHHS).

ARV Commitment

During the COVID-19 pandemic, ARV have a duty of care to the health and wellbeing of their staff, patrons and the community whilst operating Vicswim and other programs. The impact of COVID-19 on the Australian community will evolve and change over time and with that the requirements for how the aquatic and fitness industry will operate.

ARV will:

- Maintain effective, two-way communication with staff and community patrons
- Consider the impact of decisions made in relation to COVID-19, on the physical and mental health of staff and patrons
- Consider innovative solutions so that ARV can remain safely operational and staff can remain in their roles as far as possible; and
- Plan and be flexible to accommodate the changing nature of the pandemic.

Patron Requirements for confirmed cases

In the event that there is a suspected or a confirmed case of COVID-19 in a patron within the Vicswim program the isolation and cleaning procedure created by individual venues and ARV policies and procedures is to be followed.

The steps to be taken are as follows:

Step 1 – Isolating the confirmed or suspected case

- A confirmed or suspected case of COVID-19 should immediately notify ARV Head Office on 9271 3800.
- A confirmed or suspected case of COVID-19 must leave the Vicswim venue immediately. If the confirmed or suspected case is unable to leave immediately the person must be placed into isolation in the first room available or an area away from other Vicswim patrons. If indoors the door must be kept closed. Any person entering the room must wear personal protective equipment if available (single-use surgical mask, eye protection, gown and gloves).

Step 2 – Evacuating the Vicswim work area

Staff in the immediate enclosed work area or the floor of the building (if the area is not enclosed) or in outdoor venues if staff have been within 1.5 meters of the patron at any time must be evacuated immediately and remain isolated at home until further notice from the ARV or DHHS.

Step 3 - Case investigation

An ARV staff member will conduct a single incident investigation in accordance with the Department of Health and Human Services Guidelines for Infectious Disease Control.

The investigating officer will contact the confirmed or suspected case via the telephone to obtain the following information:

- Confirm the onset date and symptoms of the illness.
- Review case and contact management.
- Ensure appropriate infection control guidelines are followed by the case.
- Obtain a list of close contacts and locations in the workplace in the week prior to the suspected/confirmed diagnosis.
- Determine extent of possible contamination of the workplace/building/Vicswim venue.
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Step 4 – Work area shut down and closure

The authorized staff member will provide a verbal report of the outcome of investigation, outlining the shutdown of programs and the recommended scope of the industrial clean required.

Step 5 – Industrial clean

Industrial clean will be undertaken in agreeance with the participating venue.

Step 6 – Return staff to cleaned and sanitized work area

Upon completion of the industrial clean ARV Vicswim Head office will notify to inform staff and patrons they may return to the affected work area.