



IMPORTANT: COVID-19 Update – Reusable masks for issue to all employees

Date: 24 November 2020
To: All Employees - Calvary South Australia
From: Sharon Kendall, Regional CEO - South Australia

The COVID-19 situation in South Australia is stabilising but continues to evolve. **In order to support the health and safety of staff while outside of the workplace, Calvary will be issuing each employee with two (2) Victorian health department compliant reusable masks throughout this week.**

- **A total of two (2) reusable masks will be issued to each employee.** This will be a one-time issue to all employees; the masks are reusable and can be gently washed and reused.
- **Wear your Calvary reusable mask when commuting or while at the shops.** Using a face mask while using public transport or in other public places where social/physical distancing is not possible reduces the risk of infection to you and your family.
- **Do not wear your Calvary reusable mask in a workplace setting or as a substitute for PPE.** Issue of your reusable masks is intended to support your safety while outside of the workplace. While on site, use the correct PPE as prescribed.

Each site or service is responsible for determining how best to manage distribution and record of issue of reusable masks to employees. If there are questions about use and upkeep or issues with your supply, please contact National Procurement at: nationalprocurement@calvarycare.org.au

The wearing of reusable masks while in the community is only one measure that reduces the risk of infection. To protect each other, and the people in our care, we must remember to:

- **Exercise good hand hygiene.** Please continue to wash your hands well and regularly and in accordance with our infection prevention protocols.
- **Maintain social/physical distancing.** Social/physical distancing of 1.5 metres separation and 1 person per 4 square metres greatly reduces the risk of infection.
- **Use good cough and sneeze etiquette.** Cough into your elbow and cover your nose and mouth when sneezing. If you have a new persistent cough, you should not be at work.
- **Stay at home if you are feeling sick or unwell.** If you are unwell and are showing signs or symptoms of COVID-19, respiratory illness, gastroenteritis, as below, you should not present to work.
 - fever;
 - respiratory symptoms; including:
 - coughing;
 - sore throat; and/or
 - shortness of breath.

Other symptoms include headache, sore throat, fatigue, shortness of breath, loss of taste or smell, chills and vomiting. Atypical symptoms of COVID-19 may also occur including chest pain, diarrhoea and conjunctivitis.

Thank you for all you continue to do for the vulnerable people in our care.