

To: All Bethlehem Staff
C.C.: National Pandemic Management Committee
From: Jane Fischer, General Manager & Medical Director
Re: Safe Entry Project Announcement
Date: 13 November 2020

Project Announcement

Due to the COVID-19 pandemic, all Calvary facilities are required to track and monitor the health status of all entrants.

The screening of all entrants across Calvary is currently a manual activity.

As a result, Calvary have commenced the trial of an automated entrant screening solution to replace this manual process. Calvary Bethlehem are included in this trial.

Project Purpose

The aim of the Safe Entry project is to streamline the entrant screening process and management of visitors, whilst maintaining the required standards relating to COVID-19.

This pilot project aims to review the suitability of an entrant screening solution provided by [Zipline](#) for Calvary hospitals and residential aged care facilities and determine if this is the most appropriate solution for all Calvary sites.

Project Timeline

The trial will commence on 30 November 2020 at which time all entrants will begin using the screening stations.

Screening stations will be positioned at the front and lower ground entrance points with all entrants required to use these stations, including employees, contractors, visitors and clinic/day centre patients.

The trial will be evaluated over a three-week period at which point it will be determined if this screening solution is appropriate for Calvary and next steps communicated.

All staff will have an opportunity to participate in this review process and provide feedback.

Process Overview

Entrants will be required to present to a screening station upon entry to Calvary Bethlehem.

The screening station will check the temperature of the entrant and ask a series of COVID-19 related questions.

Once cleared by the screening station visitors and contractors can proceed to Reception for a screening confirmation sticker before moving to their destination. All employees, once cleared by the screening station can proceed to the Kronos clock and commence their shift. Stickers will no longer be required for employees however, regular audits will be undertaken to ensure compliance.

[Here](#) is a link to a one-minute video that provides an overview of the screening process.

Action Required

The screening station will recognise employees by their mobile phone number. To prepare for the introduction of these screening stations I ask that you log into your [MyKiosk](#) account and ensure your mobile number is accurate.

Mobile phone numbers are shown on the *Addresses* screen of MyKiosk.

More Information

The project team will offer briefing and training opportunities over the coming weeks. If more information is required before this time, please contact any project representative:

- Director of Clinical Services, [Shannon Thompson](#)
- Corporate Services Manager, [Linda Maas](#)
- Project Manager, [Jarrod Page](#)

I thank you in advance for your support with this change and look forward to the results of the trial.

Regards,

Jane Fischer

General Manager & Medical Director