

Working without full COVID vaccination.

To ensure the health and safety of all our staff and students, we are implementing a case-by-case risk assessment for those who are not fully COVID vaccinated who need to returning to campus or conduct off-campus activities. The following form sets out the nature of risk factors and will support the strategies required to ensure the ongoing safety for all our people and the communities in which we operate.

Request from:	Name / zID	School/Unit	Line Manager / Supervisor

Risk Factor	Guidance	Comments and details	Evaluation	
			YES	NO
<u>Need to work on campus or at a workplace:</u>	Does your work need to be conducted on campus or at a workplace i.e., fieldwork, placement, industry co-location?		YES	NO
<u>Physical distancing and proximity:</u> Can you adhere to the physical distance guidance? Where are you working (lab, office)? Do you need to work in close proximity to others?	The need to maintain physical distancing continues as per current public health order. Given the range of physical distancing requirements, we need to understand the nature of environments where they may work. Guidance (see attached): <ul style="list-style-type: none"> • Direct physical contact • Conversation within 1.5m • Within 1.5m proximity for >1 min (cumulative over 24 hours) 		YES	NO
<u>Ventilation:</u> Is there access to fresh air – via window, increased air exchange mechanisms or stand-alone ventilation available? Are you able to work outside?	Given the airborne transmission risk posed by COVID-19, the nature of ventilation and the amount of time to be spent in the room is an important consideration		YES	NO
<u>Movement</u> Can it be confined to one location? “Will your work/study require you to move across multiple buildings / locations?	Diverse movement across the campus will increase the potential for a super spreading event and can jeopardise our staff/students’ health. We would like to limit movement.		YES	NO
<u>Third party contact</u> Can you eliminate contact with third parties? Third parties include other staff, students, contractors, suppliers, vendors, clients, members of the public.	Contact with multiple third parties increase the potential for a super spreading event and can jeopardise our staff/students’ health.		YES	NO
<u>Vulnerable groups</u> Can you confirm you are not part of an identified vulnerable group in relation to COVID-19?	Vulnerable groups include: First Nation People; elderly; immunocompromised, those with underlying health conditions and or disabilities and those who are unvaccinated for COVID.		YES	NO
<u>Transport</u> Will you use private modes of transport to get to the University or workplace?	Use of public transport increases the potential for a contagion exposure.		YES	NO
<u>Tangible impact:</u> Is there a tangible impact to your role given the above considerations?	What options exist to address the impacts on your current role / service? What actions need to be taken?		YES	NO

COVID-19 contact risk assessment for general workplace settings



Updated: 24 November 2021

Note: This document reflects the latest NSW Health operational guidance to support the response to COVID-19 exposures in general workplace settings. It will continue to be updated regularly, informed by experience, feedback and emerging evidence.

Scope

This document is for NSW Health staff, businesses and other organisations to guide the assessment and management of situations where an infectious worker has attended a workplace.

The guidance describes COVID-19 contact risk assessment for workplace settings including, but not limited to, offices, hospitality venues, retail premises, community pharmacies, TAFE/universities, supermarkets, warehouses and construction sites. It builds on [CDNA National Guidelines for Public Health Units](#).

This guidance is **not** for household contacts, social contacts, contacts on aircraft, contacts in schools, or contacts in healthcare and residential facilities including aged care, correctional centres or other settings where cases and contacts interact frequently with people at high risk of severe illness.

If there is a worker who tests positive for COVID-19 in your workplace, follow the step by step [guidance for businesses](#).

NSW Health contact definitions

A person may be classified as a close or casual contact if they:

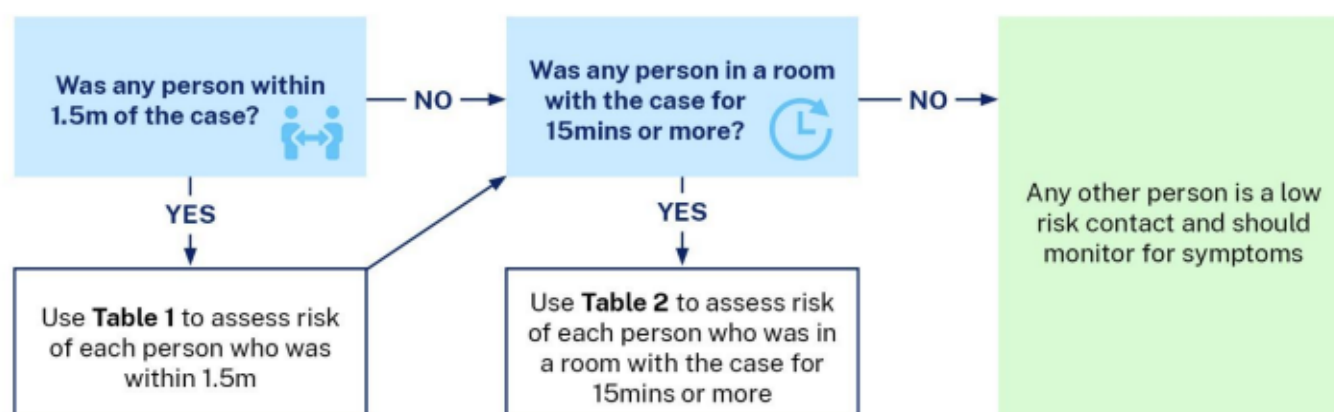
- Had **close-range (<1.5m)** contact with the case during the case's infectious period
- Were **in a room** with the case for **15 minutes or more** during the case's infectious period.

Vaccination status and masks further differentiate the level of risk.

NSW Health staff may upgrade the general contact classification when information suggests there is a high risk of transmission or that transmission has taken place. This may include classifying a fully vaccinated person as a close contact.

Process for assessing workplace risk

Figure 1: Process for assessing workplace risk.



Note: If a person was within 1.5m of a case and in a room for 15 minutes or more with a case, the contact status should be assessed for each type of contact and the highest category selected.

COVID-19 contact risk assessment for general workplace settings



Table 1: Contact definitions for workers who had **close-range (<1.5m)** contact with a case.

Type of close-range contact	Masks*	Vaccination status of the exposed person**	
		Partial or none	Full
Direct physical contact	Yes or no	Close	Casual
Conversation while within 1.5 m	Yes	Close	Low risk
	No	Close	Casual
Within 1.5m for less than 1 minute	Yes or no	Low risk	Low risk
Within 1.5m for between 1 minute and 15 minutes†	Yes	Casual	Low risk
	No	Close	Casual
Within 1.5m for 15 minutes or more†	Yes or no	Close	Casual

Table 2: Contact definitions for workers who were **in a room** with a case for **15 minutes or more**.

Size of room	Masks*	Vaccination status of the exposed person**	
		Partial or none	Full
Less than 100 m ²	Yes or no	Close	Casual
Between 100 m ² and 300 m ²	Yes or no	Casual	Low risk
More than 300 m ²	Yes or no	Low risk	Low risk

* Yes = masks properly worn by **both** case and contact for the duration of the period of contact.

** Full vaccination is 14 days following 2nd dose.

† Cumulative time over 24hrs

Considerations

- The worker's infectious period**

A worker's infectious period is from 48 hours before symptoms appeared. If the worker is asymptomatic, they should be considered infectious from 48 hours before they received a positive test result.

- Vaccination status**

A person is considered fully vaccinated from 14 days after their second dose of an approved vaccine.

- Masks**

Effective mask wearing is when both the worker and contact have worn a mask covering their mouth and nose for the duration of the period of contact.

Contact management

Close contacts

Should follow the advice for close contacts:

<https://www.health.nsw.gov.au/Infectious/factsheets/Pages/advice-for-contacts.aspx>

Casual contacts

Should follow the advice for casual contacts:

<https://www.health.nsw.gov.au/Infectious/factsheets/Pages/covid-19-casual-contact.aspx>

Low risk contacts

Should monitor for symptoms and if symptoms develop get a PCR test and self-isolate.