



# Infectious Diseases Policy

Health and wellbeing are a priority at Melbourne Hospitality People. Notifiable infectious diseases are managed according to the Department of Health and Human Services of Victoria.

The aim of this policy is to reduce the risk of spread of preventable infectious diseases through the MHP community and notify the community when they have been exposed and at risk.

## Guidelines

The Victorian Government requires notification for the following diseases including but not limited to:

- a) Diphtheria
- b) Poliomyelitis
- c) German Measles
- d) Tetanus
- e) Measles
- f) Mumps
- g) Whooping Cough
- h) Chicken Pox
- i) Hepatitis A, B & C
- j) Coronavirus – COVID-19

Health Announcement of new infectious disease 2019:

COVID-19 spreads from person to person in a similar way to the flu:

- from close contact with an infected person
- from touching objects or surfaces contaminated by the sneeze or cough of an infected person and then touching your eyes, nose or mouth.

COVID-19 can cause symptoms similar to the flu, including fever, cough, sore throat, tiredness or shortness of breath.

Most people who are infected experience mild to moderate symptoms from which they fully recover. However, some people develop more serious illness with pneumonia and other complications.

## Self-quarantine

As per mandatory requirements MHP employees cannot attend work and must self-quarantine for 14 days if they have:

- recently travelled to an overseas destination that has been deemed higher risk or been in close contact with a confirmed case of COVID-19 or in close contact with someone who has travelled to countries deemed higher risk.

Workers who need to self-quarantine should notify their employer and stay away from work. They should seek immediate medical attention if they become ill during the quarantine period and call ahead of arriving and mention their travel or contact history.

MHP will make appropriate arrangements so that workers who need to self-quarantine stay away from work. If possible, MHP may provide flexible work arrangements such as working from home.

## Preventing the spread of infection at work

MHP have the following practices in place to help minimise the spread of potentially infectious diseases. MHP will continue to ensure simple hygiene and report any infectious disease to the public health unit.

## MHP employees

- Wash your hands frequently with soap and water or use an alcohol-based hand sanitiser.
- Wash your hands after going to the toilet, with soap and water or use an alcohol-based hand sanitiser.
- Cover your nose and mouth with a tissue or flexed elbow when coughing or sneezing, dispose of tissues immediately after use and wash your hands or apply hand sanitiser.
- Avoid close contact with anyone who has cold or flu-like symptoms.
- Stay home if you are unwell.

MHP will review this policy annually. Review will be conducted by management, employees and interested parties.

## **MHP employer**

- Provide hand washing facilities and ensure these are kept clean, properly stocked and in good working order.
- Provide alcohol-based hand sanitiser, tissues and cleaning supplies.
- Promote good hygiene practices, e.g. display posters on handwashing and respiratory hygiene.
- Keep the workplace clean and hygienic. Regularly cleaning high-touch surfaces such as door handles and workstations helps prevent contamination.

## **Infectious Disease Management plan**

- Encourage workers who are sick with respiratory illness to stay home until they are recovered.
- If a staff member becomes ill or presents with a suspected infectious disease at work, isolate them by placing them in a room or an area away from others.
- Arrange for the person to be sent home and advise them to seek medical advice. If they are very unwell, call an ambulance.
- If a worker is confirmed to have COVID-19, call 13HEALTH (13 43 25 84) for advice. Inform co-workers about possible exposure to COVID-19 but maintain confidentiality. Advise workers to seek immediate medical advice if they develop symptoms or are concerned about their health.

*All requirements set out in this or any similar documents issued by us are subject to the following qualification.*

- *Any necessary equipment or supplies mentioned must be reasonably obtainable (it is well known that at certain times supplies can be difficult to procure).*
- *The inherent nature of hospitality business requires interaction between staff and customers through the taking of orders and the provisions of sustenance, and this can create a hazard to both customers and staff in the unknown transmission of infection.*