

Daily interactions

Coronavirus (COVID-19)

By creating a record of our daily interactions, it will be much easier to 'trace' our contact should an outbreak occur in our community.

You could have a sheet for every staff member in hard copy or a version they can complete online.

All that is needed is the name of the people they have come into contact with each day. A contact would be logged, where they have been within 2m of an individual.

| Team Member name: _____ | | | | | | |
|-------------------------|---------------|----------------|------------------|-----------------|---------------|-----------------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| 22/3 | 23/3 | 24/3 | 25/3 | 26/3 | 27/3 | 28/3 |
| Off | 9 to 5 | 11 to 2 | 8 to 3 | 9 to 5 | 1 to 6 | |
| | Joan Black | John Brown | John Brown | Mollie Crown | Shirley King | |
| | Jeff Green | Bob England | Peggy Spicer | Jeff Green | Maggie Fisher | |
| | Peggy Spicer | Mollie Crown | Bob England | Peggy Spicer | Bob England | |
| | Maggie Fisher | Jo Pawley | | Maggie Fisher | Jo Pawley | |
| | | Sue Bright | | | | |
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The form is indicative and can be modified or expanded to suit your village. The form should be prepared and regularly reviewed in keeping with the most current notifications and advice from the Australian Government health.gov.au/