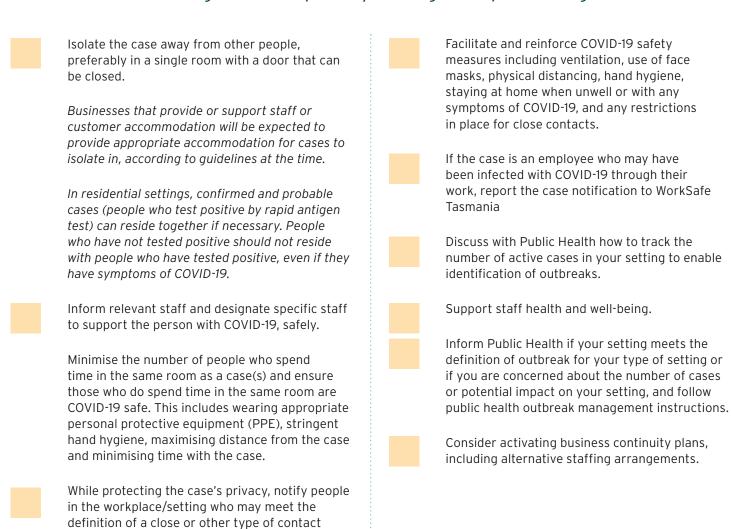# Outbreak Management:
Response Checklist

Checklist for use in high risk and priority settings - response stage.

☐ Isolate the case away from other people, preferably in a single room with a door that can be closed.

Businesses that provide or support staff or customer accommodation will be expected to provide appropriate accommodation for cases to isolate in, according to guidelines at the time.

In residential settings, confirmed and probable cases (people who test positive by rapid antigen test) can reside together if necessary. People who have not tested positive should not reside with people who have tested positive, even if they have symptoms of COVID-19.

☐ Inform relevant staff and designate specific staff to support the person with COVID-19, safely.

Minimise the number of people who spend time in the same room as a case(s) and ensure those who do spend time in the same room are COVID-19 safe. This includes wearing appropriate personal protective equipment (PPE), stringent hand hygiene, maximising distance from the case and minimising time with the case.

☐ While protecting the case's privacy, notify people in the workplace/setting who may meet the definition of a close or other type of contact of the case, and to follow the instructions for contacts as provided at **www.coronavirus.tas.gov.au** including to be alert for signs of COVID-19 and to get tested as soon as possible, if any symptoms develop (even mild).

☐ Depending on the level of risk and protective measures in place, consider supplying raptid antigen tests (RATs) for workers who spent time with the case in the workplace, to support rapid identification of new cases

☐ Facilitate and reinforce COVID-19 safety measures including ventilation, use of face masks, physical distancing, hand hygiene, staying at home when unwell or with any symptoms of COVID-19, and any restrictions in place for close contacts.

☐ If the case is an employee who may have been infected with COVID-19 through their work, report the case notification to WorkSafe Tasmania

☐ Discuss with Public Health how to track the number of active cases in your setting to enable identification of outbreaks.

☐ Support staff health and well-being.

☐ Inform Public Health if your setting meets the definition of outbreak for your type of setting or if you are concerned about the number of cases or potential impact on your setting, and follow public health outbreak management instructions.

☐ Consider activating business continuity plans, including alternative staffing arrangements.

Tasmanian Government