

Vaccination requirements

For contractors and agency staff working for Queensland Health

1 July 2016

From 1 July 2016, a change to Queensland Health policy will require people engaged in certain roles to provide documentary evidence of vaccination for the vaccine preventable diseases (VPDs) of measles, mumps, rubella, varicella and pertussis.

Who does the policy apply to?

Employees, contractors*, agency staff, students and volunteers to be engaged in roles where there is contact that would allow the acquisition or transmission of a VPD via respiratory means.

What is the policy change?

Prior to engagement, contractors need to provide:

- documentary evidence of vaccination for the diseases measles, mumps, rubella, varicella and pertussis or
- documentary evidence they are not susceptible to these diseases.

It will also be a condition of ongoing engagement to supply documentary evidence of follow up vaccinations and boosters for the specified VPDs.

The current requirement in relation to hepatitis B has not changed.

Prior to engagement

Before commencing engagement with Queensland Health, all contractors and agency staff will be required to provide their employer (the 'contractor provider') with documentary evidence of vaccinations for the specified VPDs.

Each contractor provider must collect, verify and retain the required documentary evidence. Queensland Health may ask the contractor provider to provide documentary evidence of compliance at any time.

Contract providers may develop their own processes and procedures to collect the required documentary evidence. However forms outlining the necessary evidence are available on the Queensland Health website www.health.qld.gov.au/employment/work-for-us/dept-of-health/pre-employment/vaccinations

* Contractor is defined in the Health Service Directive and means a person engaged to perform services (clinical or non-clinical) as an independent Contractor including contractors, consultants, locum workers, visiting medical practitioners, authorised practitioners of a contracted VMO and workers engaged under an arrangement with an employment agency or workforce labour company. It includes external service providers working in Queensland Health facilities. It does not include a person who is engaged as a health service employee under the Hospital and Health Boards Act 2011.

Evidence

Acceptable evidence of vaccination, or confirmation that a person is not susceptible to the VPDs, includes:

- where vaccination has occurred but no documentary evidence is available, a doctor or immunisation provider can review vaccination records or perform serology testing to provide documentary evidence of vaccinations (this would be at the contractor's cost).
- if documentary evidence cannot be provided and a vaccination is required, a doctor or immunisation provider can administer vaccinations.

Contracts and standing offer arrangements

Contractors and agency staff engaged under agreements made prior to 1 July 2016 will not be affected by this policy.

For contractors and agency staff engaged under agreements made on or after 1 July 2016, the new requirements will apply. Compliance with the policy will form part of all new contracts and standing offer arrangements.

Resources

To view HR Policy B1 *Recruitment and selection* refer to: www.health.qld.gov.au/system-governance/policies-standards/doh-policy/

To view the Health Service Directive *Vaccine Preventable Disease Screening for Contractors, Students and Volunteers* refer to: www.health.qld.gov.au/directives/docs/hsd/qh-hsd-047.pdf

For further information on the vaccination requirements please refer to:

www.health.qld.gov.au/employment/work-for-us/dept-of-health/pre-employment/vaccinations

For further reading on vaccination and immunisation please refer to:

- www.qld.gov.au/health/conditions/immunisation/benefits/index.html
- www.immunise.health.gov.au/