



# COVID-19 Vaccination Policy

## (Service Providers)

### 1. Coverage/Scope

I-MED is committed to safeguarding the health of our Staff, Service Providers, patients and the local communities in which we work from the serious safety risks and potentially significant adverse health impacts associated with COVID-19 as far as is reasonably practicable.

This policy applies to all I-MED workplaces (including those co-located within third parties' premises, such as hospitals) in order to manage risks associated with COVID-19, including infection, a severe outbreak of COVID-19 throughout the workplace, and transmission to family and friends of Staff, Service Providers and patients.

Service Providers and/or Service Provider Staff may also be required to comply with Government vaccination requirements and/or hospital vaccination requirements where I-MED is a service provider to that hospital, where relevant. The vaccination and proof of Current COVID-19 Vaccination Status requirements of those will prevail to the extent of any inconsistency with this policy.

This policy is effective on and from 15 October 2021. The requirements set out in this policy may be revised from time to time, as required.

### 2. Policy

#### 2.1 Definitions

**Current COVID-19 Vaccination Status** means evidence that an individual has received at least one dose of a Vaccination, and any subsequent vaccinations or boosters that are required or recommended by the Australian Technical Advisory Group on Immunisation (ATAGI).

**Service Providers** means any service providers (including their employees and subcontractors) performing work at, or otherwise entering and remaining on the premises of, any I-MED workplace, and **Service Provider Staff** means any employee or subcontractor of a Service Provider performing work at, or otherwise entering and remaining on the premises of, any I-MED workplace.

**Vaccination** means a COVID-19 vaccination which has been registered or provisionally registered by the Australian Therapeutic Goods Administration.

#### 2.2 Vaccination requirement

By the earlier of:

- a) the date(s) required under any applicable state Government public health orders or directions in the state in which the workplace is located; or
- b) 31 October 2021 (first dose) and 15 December 2021 (second dose),

I-MED requires all Service Provider Staff to have received the COVID-19 Vaccination and provide evidence of their Current COVID-19 Vaccination Status as a condition of entry to I-MED workplaces.



It is also anticipated that booster COVID-19 Vaccinations will be required from time to time, on at least an annual basis. The same arrangements that apply to initial Vaccinations as set out in this policy will apply in respect of boosters, including in respect of failure to comply with the requirement to obtain the booster Vaccination by the appropriate date.

### **2.3 Evidence of Current COVID-19 Vaccination Status**

All Service Provider Staff will be asked to provide evidence of their Current COVID-19 Vaccination Status prior to entry to an I-MED workplace as a condition of entry (**Entry Requirement**). Such evidence to be provided must be either a COVID-19 Digital Certificate or Immunisation History Statement from the Australian Immunisation Register.

I-MED will not generally store copies of such evidence; evidence will be sighted by an authorised staff member of I-MED and a written record made of confirmation of the Service Provider's compliance with this policy together with their name, which I-MED will retain as a record of Current COVID-19 Vaccination Status. However, if required under any applicable Government requirements, or other contractual arrangement where I-MED is a service provider to a third party, I-MED may request a copy of such evidence and/or proof of identity.

Information regarding Service Provider Staff health, including COVID-19 Vaccination Status, is and will be treated confidentially and handled in line with applicable laws. Specifically, Current COVID-19 Vaccination Status information will be collected, used, stored and disclosed by I-MED for the purpose of implementing this policy and in line with I-MED's People Privacy Policy (a copy of which is available, together with this Policy, on I-MED's website at [www.i-med.com.au/Procurement](http://www.i-med.com.au/Procurement) in the Supplier Information Pack).

It is the responsibility of the Service Provider to obtain the consent of each Service Provider Staff whom is required to comply with this policy. By providing Current COVID-19 Vaccination Status to I-MED, the Service Provider assures that it the Service Provider Staff has consented to the collection, use and disclosure of their information to I-MED in accordance with this policy and I-MED's People Privacy Policy.

The People Privacy Policy also contains further details regarding how I-MED collects and handles personal information, and how to make complaints and exercise rights to access and correct personal information (where applicable). To the extent of any inconsistency between the terms of this Policy and the People Privacy Policy, the latter will prevail.

### **2.4 Failure to Comply with Vaccination Requirement**

If a Service Provider Staff member is not willing or able to provide evidence of their Current COVID-19 Vaccination Status as part of the Entry Requirement, I-MED may need to assume that a Service Provider Staff member does not have Current COVID-19 Vaccination Status until shown otherwise and that person will not be permitted entry to any I-MED workplace.

In such cases, the Service Provider must ensure that the relevant services are provided to I-MED by another Service Provider Staff member in accordance with this policy and its obligations under its services agreement or arrangement with I-MED.

Where that is not possible or practical, failure to comply with the Vaccination requirements in this Policy may have consequences on I-MED's engagement with the Service Provider.

New Service Providers who are starting in their new role after this policy has commenced will be required to provide evidence of their Current COVID-19 Vaccination Status, prior to starting in their new role.

Notwithstanding the above and subject always to applicable Government requirements, I-MED may – at its sole discretion – allow a Service Provider Staff member to enter and remain at the I-MED workplace where it is necessary for the provision of urgent services which may have an impact on patient care and/or the safe operation of the premises, equipment, or similar.



## **2.5 Respect in the Workplace**

I-MED expects that all Staff and Service Providers will deal with the topic of COVID-19 Vaccination in a respectful manner, including in their interactions with other Staff, Service Providers and patients.

## **3. Changes to this Policy**

I-MED will continue to monitor the latest developments in respect of COVID-19 Vaccination. I-MED will continue to follow guidance from the Commonwealth and State/Territory Governments.

This policy may be updated to reflect any changes in that guidance.

## **4. Further Information**

Service Providers should direct any questions regarding this policy to I-MED's Procurement Team at [procurement@i-med.com.au](mailto:procurement@i-med.com.au)