

WARNING:

THIS DOCUMENT WAS PREPARED BY ANGLICARE WA AS PART OF ITS DECISION TO MAKE COVID VACCINATION MANDATORY FOR ALL ITS STAFF. THIS WAS BEFORE THE PREMIER'S ANNOUNCEMENT ON 20 OCTOBER 2021 WHICH STATED THAT VACCINATION WAS MANDATORY FOR CERTAIN GROUPS OF EMPLOYEES ACROSS THE STATE.

THIS IS BEING SHARED IN A SPIRIT OF GOODWILL AND OTHER NON-PROFIT ORGANISATIONS ARE WELCOME TO USE PARTS OF THIS CONTENT IN THEIR OWN COMMUNICATIONS AND POLICIES, BUT PLEASE NOTE THAT SOME OF THIS CONTENT IS SPECIFIC TO ANGLICARE'S OPERATIONS AND VALUES.

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Workforce FAQ

→ COVID-19 VACCINATION POLICY

Version	3.0
Date	21 October 2021

1. Why is Anglicare WA introducing this policy now?

From the outset of the COVID-19 pandemic, Anglicare WA's response plan has centred on ensuring the health, safety and wellbeing of our employees, volunteers, contractors, and clients as well as doing what we can to slow the community spread of the virus. In the current environment and considering vaccination as part of our overall COVID-19 risk mitigation plan, we view that:

- **Our Work:** We do essential work with vulnerable people.
- **Purpose and Values:** Core to our purpose and values, we are deeply committed to keeping our people, clients and communities as safe as possible.
- **Delta Impact:** Planning for the impact of the Delta strain of COVID-19 dramatically impacts our response planning, it's a "game changer" and our COVID-19 plans must consider vaccines as a response tool (of many).
- **Vaccine conditional requirement already applies to some workers:** Public health orders already place a requirement on parts of our workforce to be vaccinated, this is likely to extend to more roles and locations.
- **Vaccine effectiveness reduces risk:** The data, science, research, and international case evidence confirms that vaccines are "incredibly effective, especially in protecting against severe disease and death".¹
- **Vaccines crucial to safety:** In our opinion and based on the advice of experts, a fully vaccinated workforce is the safest option for our people, our clients, our communities, and the overall health system which supports everyone.
- **We have to take a lead:** In the absence of government direction, Anglicare WA must be gutsy and courageous and take a lead on this.

2. When am I required to be Vaccinated as a condition of my employment?

Our timeframes for COVID-19 vaccination requirement to attend workplaces align with current Tier 3 Government Public Health Orders:

- Confirmation of 1st dose vaccination by **1 December 2021**
- Confirmation of 2nd dose vaccination **1 January 2021**

However, workers may be required to be vaccinated earlier if required by a PHO.

¹ [Brendan Crabb, CEO of the Burnet Institute and Mike Toole, medical epidemiologist, the Burnet Institute, 30 September 2021](#)

3. Is it legal to make COVID-19 a conditional requirement for Workers to attend an Anglicare WA workplace?

Yes.

This is a lawful and reasonable workplace direction.

Other legal considerations include privacy considerations, (requesting and storing sensitive personal information), discrimination considerations as well as Anglicare WA's obligations under work, health and safety legislation.

We confirm we meet legal obligations across all these parameters.

4. How is this COVID-19 Vaccine policy 'Fiercely Inclusive'?

The COVID-19 Vaccine policy has been considered through the lens of all our values along with moral and ethical considerations.

And it has been a very difficult decision, there was a need to weigh up several sensitive and conflicting factors.

Anglicare WA is an organisation that is proud to be fiercely inclusive – supporting every Worker to bring their whole selves to work. As an organisation we believe inclusion is about being open minded and tolerant, supporting every Worker to freely express themselves and to acknowledge our differences.

Inclusion also means creating a work environment where the actions and beliefs of any of us do not present a risk of harm to others.

Our overarching priority is to take any steps to ensure that our people, our clients and our communities are as safe as possible. COVID-19 Vaccination is proven to reduce severity of illness, reduce hospitalisation and most importantly reduce the number of people who die. We acknowledge some of our people may not share this view. However, the COVID-19 Vaccine is overwhelmingly supported by expert medical advice and requiring vaccination as a condition of entering our workplaces aids in ensuring the organisation continues to provide a work environment that protects our people, clients and communities from the harm of COVID-19.

Ultimately, we need to exercise our social responsibility and contribute to reducing deaths in the community.

5. Does this mean other vaccines (Hepatitis, Flu etc) will be a conditional requirement?

No.

The COVID-19 virus is an extreme health crisis which requires consideration of previously regarded extreme measures to combat.

6. Will this policy apply to booster shots in the future as well?

Yes, the policy requires people to have full COVID-19 Vaccination as per public health guidelines including booster shots where required.

7. What do I do if I wish to request an **Exemption** from having a COVID-19 vaccination

Anglicare WA recognises that there may be circumstances which prevent a Worker from being able to comply with the vaccination policy, for example where a medical contraindication makes it unsafe for a Worker to get the vaccine.

Anglicare WA will consider and discuss those circumstances with individuals and determine whether an exemption can be provided.

Should you wish to apply for an Exemption, you need to:

- Make an application to Anglicare WA (osh@anglicarewa.org.au) detailing your request for Exemption, together with all relevant supporting documentation, ensuring that your manager is also aware of your application.
- Requests for exemption should be submitted **by 19 November 2021** to allow time for consideration prior to the first dose deadline of 1 December 2021.

Once your application has been received, Anglicare WA will assess the request on a case-by-case basis and may request additional information from you as part of the assessment.

Anglicare WA reserves the right to contact the issuing medical practitioner to verify the authenticity of any such documents provided.

8. What do I do if I wish to request an **Exception** from having a COVID-19 vaccination

Some people may not qualify for an exemption on medical grounds or relating to protected factors (e.g. religion, disability etc) but have made a choice not to get the COVID-19 vaccine.

In some limited circumstances, people may be granted an Exception from being fully vaccinated.

Should you wish to apply for an Exception, you need to:

- Make an application to Anglicare WA (osh@anglicarewa.org.au) outlining your request for Exception, ensuring that your manager is also aware of your application.
- Requests for exception should be submitted by **19 November 2021** to allow time for consideration prior to the first dose deadline of 1 December 2021.

Requests for Exception will be assessed on a case-by-case basis.

The following will be considered when assessing Exception applications:

- Is there a current **Public Health Order** which covers the scope of the role (if yes, Anglicare WA will be guided by the PHO as to whether an exception can be granted)?
- Is there an **inherent requirement** of the role to **attend Anglicare WA workplaces** noting that the definition of workplace includes anywhere a worker goes or likely to go in the course of their work, besides their home (if yes, it is unlikely an exception will be provided)?
- Is there an **inherent requirement** that you will **interact** (in real life) **with other people** in the course of your work (if yes, it is unlikely an exception will be provided)?
- Is the request for Exception for a **limited period** until full vaccination can be achieved for example, waiting for the appropriate time until a second dose

can be administered (if yes, there may be an opportunity to discuss leave options)?

- Can **adjustments** be made to the role such that no attendance at workplaces or working with others in real life is required (this is likely to be extremely rare at Anglicare WA, but will be considered on a case-by-case basis)?

Granting of Exceptions may change based on future Public Health Orders and/or the course of COVID-19 in the community and may require additional conditions/adjustments.

9. What assistance will be provided to support people to get vaccinated?

Workers can discuss changes to their work times with their line manager to accommodate receiving the vaccine and we note that vaccine supply in most parts of Western Australia is currently extensive.

Anglicare WA encourages Workers to consult with their medical practitioner for advice and assistance.

People are also encouraged to talk to their line-manager and/or the Manager Safety, Health and Wellbeing for information on a range of COVID-19 Vaccination policy matters.

Workers may also utilise the Employee Assistance Program (1300 307 912)

Personal leave is available to part-time and full-time employees who may experience vaccine side-effects. If personal leave is exhausted, alternatives can be considered on a case-by-case basis.

10. What do I need to do to supply proof of my COVID-19 vaccination status?

Vaccination Certification can be obtained through your MyGov account.

Complete the online form (here) to upload a copy of your Vaccination Certification.

11. Will our clients also need to be fully vaccinated?

We are carefully considering how we may best support clients – while keeping our workers (and their families) safe.

12. Will COVID-19 Vaccination be a condition of the recruitment process for all Anglicare WA employees and volunteers going forward?

Yes, subject to any exemptions (medical grounds etc) supported with evidence.

13. What if I choose not to get vaccinated? Will I lose my job?

Whilst these Public Health Orders are in place, Anglicare WA cannot allow an unvaccinated Worker onto various sites. Additionally, Anglicare WA requires all of its Workers to be at least partially vaccinated by 1 December 2021 to enter a workplace. If a Worker declines to get vaccinated and does not fall within one of the limited exemptions, then ultimately, this may have consequences for ongoing employment if a Worker is unable to meet these requirements.

More questions?

Send them to osh@anglicarewa.org.au, frequently asked questions will be added to this document.
