

PERSONAL PROTECTIVE EQUIPMENT

POLICY AND PROCEDURE

Policy Statement

Personal Protective Equipment (PPE) protects the wearer and the person they support from infection. Proper use helps keep contractors safe and stops the spread of infections such as COVID-19. Wearing PPE is for the protection of the client and the contractor and is a requirement when providing support for personal care and working in close proximity with a client.

Some people that we support with intellectual or developmental disability may:

- be at greater risk of serious illness due to COVID-19 if they have some medical conditions and co-morbidities.
- have difficulty understanding and adhering to social distancing, handwashing and other risk reduction strategies, which increases their risk.
- not show or be able to communicate early COVID-19 symptoms.

Definitions

PPE - Equipment worn by individuals to protect them from possible exposure to a certain risk that cannot be otherwise controlled. This includes items such as safety glasses, hearing protection, safety boots and hard hats, surgical gloves and masks.

Procedure

Employees and contractors are to identify what PPE is required from workplace inspections, or from the relevant MSDS or legislation, and refer to the Director if uncertain.

Appropriate PPE should be worn by employees and contractors exposed to bodily fluids or supporting someone with an impaired immunity.

Employees and contractors provide appropriate PPE for the duties they are undertaking, and endeavour to purchase equipment where required that meets the relevant Australian standards.

Employees and contractors should maintain, use and replace their PPE as required.

In some circumstances (such as when a client requires regular and consistent use of PPE to receive supports, it may be the client's responsibility to provide appropriate PPE

PPE should be replaced if it becomes soiled, after each shift, or if there is an expiry date associated with a particular item.

PPE should be disposed of appropriately. PPE can be a biohazard, and this should be taken into consideration. PPE should never be left out for others to touch.

Employees and contractors should support clients during the COVID -19 Pandemic by assisting them in understanding the advice of state and territory governments on COVID-19 management.

Responsibility

Contractors are responsible for purchasing appropriate PPE for their job, including gloves and masks required when supporting clients with their personal care or working in close proximity.

Employees may be provided PPE in certain circumstances.

Contractors are responsible for maintaining their PPE in good working condition, wearing and using their PPE as per instructions.

Occasionally PPE such as gloves may be supplied by the client and/or their families but that should not be assumed or relied upon.

Employees and contractors should provide information about COVID-19 to clients in a way that is accessible and in a way that can be understood.

Employees and contractors are responsible for reporting any issues uncovered when using PPE supplied by Mypower Foundations or a client.

Facilitators will provide guidance on appropriate PPE for each client's circumstances.

Relevant Legislation and Policies

- Privacy Act 1988
- Work Health and Safety Act 2011
- Therapeutic Goods Act 1989
- Biosecurity Act 2015
- NSW Disability Services Standards
- National Standards for Disability Services

- Disability Discrimination Act 1992
- National Disability Insurance Scheme Act 2013
- NDIS Code of Conduct
- NDIS Quality and Safeguarding Framework
- Universal Declaration of Human Rights
- United Nations Convention on The Rights of Persons with Disabilities