

Appendix 12

Information for Queensland Health procurement workers

In accordance with Queensland Health policy, Contractors and agency workers working in certain areas are required to:

- provide documentary evidence of vaccination or non-susceptibility to measles, mumps, rubella, varicella, and hepatitis B
- have received one dose of pertussis containing vaccine within the last 10 years.

The policy requirements form part of [Human Resources Policy B1: Recruitment and Selection](#) (QH-POL-212). A Health Service Directive (HSD) [Vaccine Preventable Diseases Screening for Contractors Students and Volunteers](#) and [associated protocol](#) have also been developed.

What are the requirements?

The requirements for measles, mumps, rubella, varicella, pertussis and hepatitis B apply to employees, Contractors, agency workers, contract visiting medical officers, students and volunteers to be engaged in roles where there is:

- face-to-face or direct physical contact with patients
- the normal work location is in a clinical area
- there will be frequent attendance in clinical areas; and/or
- possible contact with blood, body substances and/or equipment contaminated with these.

Prior to engagement prospective workers need to provide:

- documentary evidence of vaccination for: measles, mumps, rubella, varicella, pertussis and hepatitis B; or
- documentary evidence they are not susceptible to measles, mumps, rubella, varicella and hepatitis B.

It is important to note that the only acceptable evidence for pertussis is evidence of vaccination within the last 10 years.

It will also be a condition of ongoing engagement to supply documentary evidence of follow up vaccinations and boosters, as required, for these diseases.

Implementation Actions

A fact sheet, *Vaccination requirements for Contractors and agency workers* (Appendix 8) has been developed and may be provided to Contractors, agency workers, contractor visiting medical officers and 'contractor providers' to support the implementation and requirements of the policy.

The requirements of the HR policy and Health Service Directive are to be made available to prospective Contractors and Contractor providers to ensure they are able to meet the requirements as a condition of engagement; specifically, they would be required to:

- ensure prospective workers comply with the HR Policy and Health Service Directive (whichever applies)
- place only compliant prospective workers with Queensland Health⁹
- advise prospective workers they are responsible for any costs associated with obtaining required vaccinations and supplying the necessary documentary evidence
- provide documentary evidence, as requested, to Queensland Health to verify compliance (e.g. a copy of local procedures and processes, random (de-identified) samples).

The contractor provider will need to manage the processes associated with prospective workers who require boosters and follow up vaccinations.

The following statements (or similar wording) should be considered for inclusion in requests for bids, quotes, tenders, SOAs and contracts by workers involved in the procurement of Contractors to ensure consistency with the HR policy and Health Service Directive:

- it may be included as a requirement that the contractor provider provide a warranty in favour of Queensland Health stating the above listed items
- the agreement may also include that Queensland Health may not accept any person supplied by the contractor provider if the person fails to comply with the requirements or if the contractor provider fails to supply documentary evidence to verify the person's vaccination status as required. In such circumstances, the contractor provider must supply an alternative person who does comply with requirements.

⁹ Queensland Health means a Hospital and Health Service or the Department of Health or an entity of either, which is a party to the agreement/contract.