

# Attention all staff

There are currently a number of cases of respiratory illness including influenza in the community. We are trying to prevent influenza from spreading.

If you have symptoms of any respiratory illness now (fever, sore throat, cough, muscle and joint pain, tiredness/exhaustion) you should see your doctor immediately and not return to work until you are free of symptoms or until your doctor advises that you are fit to return to work.

There is a risk that you will acquire influenza. To minimise the risk you should:

- Arrange for an influenza vaccination if you have not already had one this year.
- Wash your hands with soap and water before and after contact with each client.
- If you are working with those clients who have influenza, avoid contact with other clients and staff.
- Wear gloves if contact with respiratory secretions or potentially contaminated surfaces is likely.
- Wear masks appropriate for respiratory infection on entering the client's home or working within one metre of the client.
- Wear gowns if soiling of clothes with respiratory secretions is likely.
- Do not reuse any gloves, masks or gowns.
- Do remove and dispose of gloves, masks and gowns correctly after each client. Wash your hands after removal.

Thank you for your co-operation.

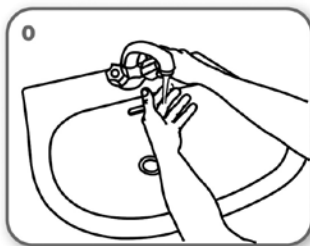
Sincerely,

Manager

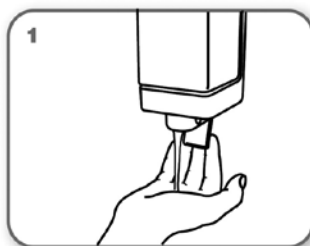
# How to wash and dry hands with liquid soap and water



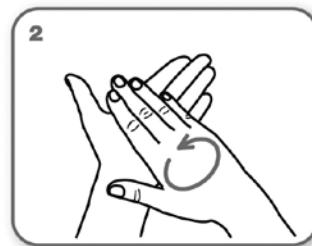
Duration of the entire procedure: 40-60 sec.



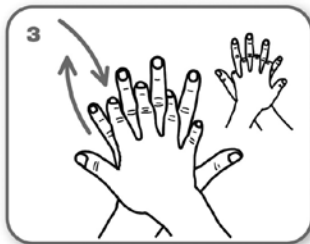
Wet hands with water



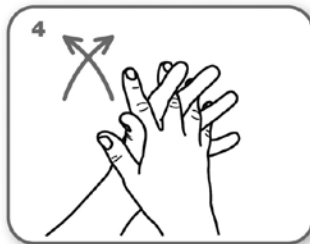
apply enough soap to cover all hand surfaces.



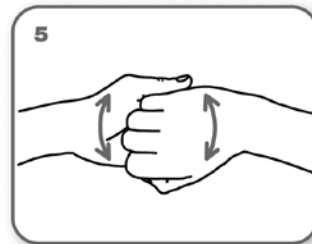
Rub hands palm to palm



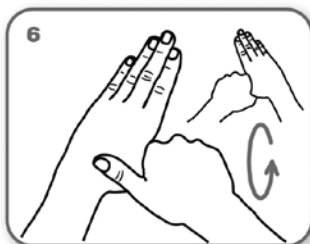
right palm over left dorsum with interlaced fingers and vice versa



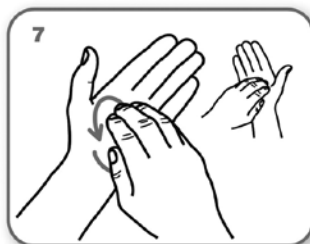
palm to palm with fingers interlaced



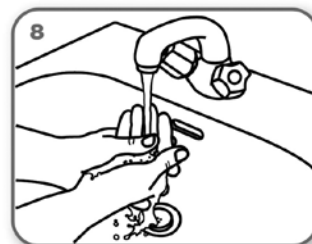
backs of fingers to opposing palms with fingers interlocked



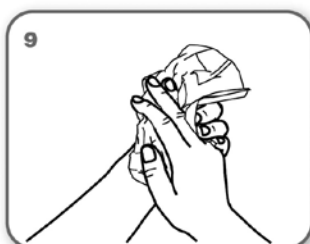
rotational rubbing of left thumb clasped in right palm and vice versa



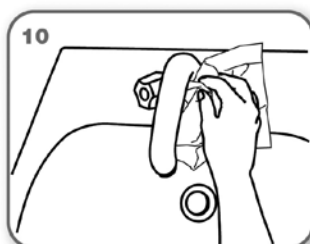
rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa.



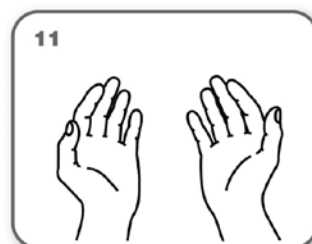
Rinse hands with water



dry thoroughly with a single use towel



use towel to turn off faucet

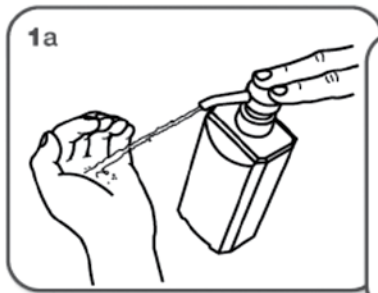


...and your hands are safe.

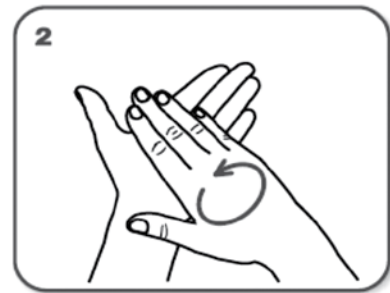
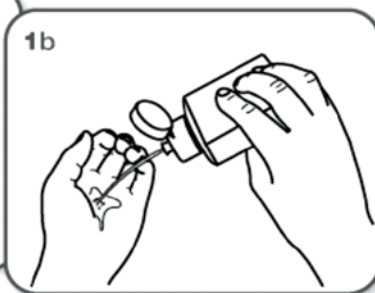
# How to clean hands using an alcohol-based liquid or hand rub



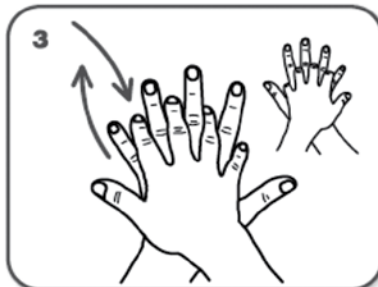
Duration of the entire procedure: 20-30 sec.



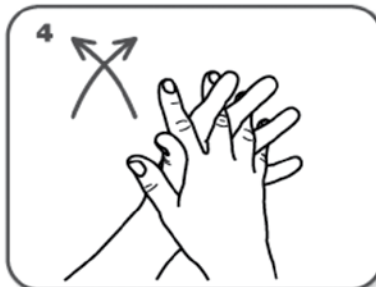
Apply a palmful of the product in a cupped hand and cover all surfaces.



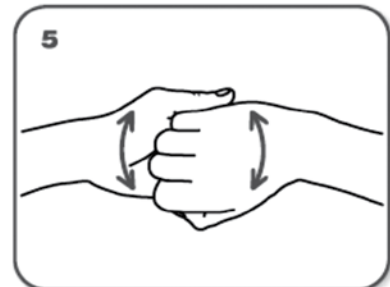
Rub hands palm to palm



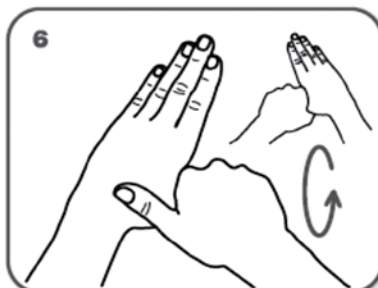
right palm over left dorsum with interlaced fingers and vice versa



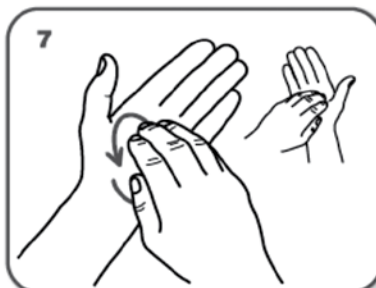
palm to palm with fingers interlaced



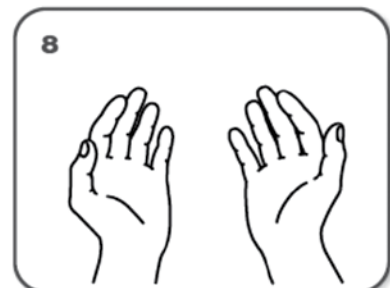
backs of fingers to opposing palms with fingers interlocked



rotational rubbing of left thumb clasped in right palm and vice versa



rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa



...once dry, your hands are safe.

# Hand hygiene – when and why?

## The 5 critical moments for hand hygiene

- 1** Before client contact



**WHY?**  
To protect client against harmful organisms on your hands
- 2** Before aseptic task



**WHY?**  
To protect client against harmful organisms
- 3** After bodily fluid exposure



**WHY?**  
To protect yourself and others from harmful organisms
- 4** After client contact



**WHY?**  
To protect yourself and others from harmful organisms
- 5** After contact with client surroundings



**WHY?**  
To protect yourself and others from harmful organisms

**Hand hygiene must be performed in all situations regardless of whether gloves are used or not**

# Influenza information

## For family and visitors

Influenza, or 'the flu', is a highly infectious virus. It spreads through droplets caused by sneezing or coughing. Symptoms develop rapidly one to three days after contact with an infectious person. Individuals are infectious for three to four days after infection and may transmit the virus one to two days before the onset of symptoms.

Influenza is a particular risk of serious illness and death to:

- people 65 years of age and over;
- Aboriginal and Torres Strait Islander people 50 years of age and over; and
- residents in long term health care facilities such as residential aged care homes.

Influenza can be prevented, or the severity of the illness reduced, by immunisation with the current vaccine each year. Vaccine is available free of charge to those 65 years of age or over, Aboriginal and Torres Strait Islander people 50 years of age or over, and 15–50 year olds considered to be at high risk of complications and death, because they have heart disease, lung disease, kidney disease, severe asthma or diabetes, have an immune compromising condition or are heavy drinkers.

It is recommended that all older clients, household members of older people, and health care staff receive the annual influenza vaccination to minimise the risk of infection to themselves and others.

It is strongly recommended that you see your doctor immediately AND do not visit your family member or friend, if you have been in contact with people with influenza-like symptoms or if you have three or more of the following symptoms:

Rapid onset of:

- Fever/chills
- Cough
- Muscle and joint pain

- Stuffy/runny nose
- Tiredness/exhaustion
- Headache
- Sore throat

Symptoms in the elderly may also include:

- Loss of appetite
- Onset or increase of confusion
- Shortness of breath
- Increasing Chronic Obstructive Airways Disease symptoms

If there are suspected cases of influenza in a family member or friend that you visit, you can reduce the risk of infection to yourself and others by:

- Washing your hands thoroughly with soap and water before you enter the person's room/home;
- Minimising physical contact with the person;
- Covering your mouth if you cough or sneeze;
- Keeping your visit short; and
- Washing your hands thoroughly with soap and water as soon as you leave the person's room.

If the person you are visiting has influenza-like symptoms, you should wear a face mask appropriate for respiratory protection during your visit. Not all masks are suitable for this purpose. You should discuss this with a pharmacist if you are purchasing these. You should also check with staff that the person's doctor has been notified.



## Attention all visitors

There have been a number of cases of influenza recently. We are trying to prevent this illness from spreading.

Visitors are advised that there is a risk of acquiring this influenza by visiting this house at this time.

If you have recently been ill, have symptoms of any respiratory illness now (fever, sore throat, cough, muscle and joint pain, tiredness/exhaustion) or have been in contact with someone who is ill we strongly advise you not to enter this house.

If you choose to visit at this time, please wash your hands with soap and water before and after the visit and then leave as soon as possible.

**Thank you for your cooperation.**