
H10-02 COVID 19 Temperature Measurement Checklist

In line with PICAC's COVID 19 Policy and Procedures, this Checklist is to be adopted as the temperature checking procedure for students, staff Members and visitors on entry to PICAC facilities:

Conditions of Entry into PICAC facilities:

- All students, staff members and visitors **must** have their temperature measured on entry to a PICAC facility.
- Anybody that refuses to have their temperature measured is to be advised to leave the facility.

Measuring Temperature:

- While taking temperature readings, staff members must wear a face mask and gloves. A full face shield may also be worn.
- Ensure people awaiting temperature checking are practicing adequate physical distancing.
- Operate the contact-free thermometer in accordance with the manufacturer's instructions.

Where the temperature reading is 37.4 or lower:

- The subject is permitted entry to the facility, subject to following PICAC's COVID 19 directions.
- The temperature reading is to be recorded on the Attendance Acknowledgement Form.
- Issue a coloured dot to the subject in the designated colour of the day, which the subject is to display in a prominent location. (Eg. on their collar)

Where the temperature reading is 37.5 or higher

- The subject is instructed that entry to the facility **will not be permitted**.
- The subject can have the option of waiting in an agreed area and re-testing after 15 minutes.
- If the subject records another reading of 37.5 or higher, the subject is to be advised to isolate and seek medical advice.
- The subject is advised that should they subsequently undertake a COVID 19 test, they must call PICAC on 1300 22 727 and convey the test result.
- Advise the relevant RTO Training Manager of the Student's details.