

QUICK REFERENCE GUIDE - COVID 19 Reporting in RiskMan

Riskman COVID 19 Module		
COVID19 Preview COVID19 COVID19 COVID19 COVID19 Reports	Staff Blue Care employees/volunteers who have worked within 48 hours of receiving a positive COVID result. If an employee has contracted COVID 19 and considers that the carrying out of work is a significant contributing factor of the infection, a second record needs to be created in the Incident Module as a WHS Incident. The Incident module continues to be the place of	
Riskman Briefs Module		
Briefs	 Residential Commence New Outbreak Brief when outbreak occurs. An Acute Respiratory Infection Outbreak (including COVID 19) is defined as: ➤ Two or more residents diagnosed with COVID- 19 or Influenza via RAT or PCR test within 72hrs of each other, and who have been onsite at the RACF at any time during their infectious period Log notifications to external bodies and ensure all PHU directives, conversations are captured. Attach Line Listing into the brief. 	
RiskMan Incident Module		
Incidents New Incident Review Incidents Incident Inbox Posted Incidents	ResidentsEntry should be completed for confirmed or suspected Residents.Client (Community)Entry should be completed for confirmed client.Employees/VolunteersA WHS incident record is to be initiated (in addition to the COVID Module entry) if an employee contracts COVID 19, and based on the type of work they undertake, believe the infection was most likely caused by workplace exposure (including any infection that is reliably attributable to carrying out work that involves providing treatment or care to a person, or that involves contact with human blood or bodily substances).	



RiskMan Incident Module- Entering COVID 19 details		
Residents and Clients		
Who or What Was Affected?	Select: Resident or Client in the <i>Incident Involved</i> field of the Who or What Was Affected? s ection.	
What Happened? Incident type Click here to enter incident type	Select: Incident type in the What Happened section	
Classifications Show All Hide All Cancel Save and Exit Slips/Trips/Falls Behaviour of Image: Concern in the second	Select: Show All in the pop up 'Classifications' window	
d Exit Clinical Management Injury (not related to fall) Exposure to temperature extreme Skin tear	Select: Unconfirmed Infection and then Suspected/Confirmed/Isolating for COVID-19 in the Clinical Management section	
Unconfirmed Infection Respiratory Infection Suspected/Confirmed/Isolating for COVID-19 Blood Stream Infection Invasive device Related Infection	Select: Save and Exit	
Infection Control Has the infection been confirmed by Yes No pathology? * What is the pathology result? * COVID-19	Enter: Yes or No – ' <i>Has the infection been confirmed by pathology</i> ' in the Infection Control section Include results from both rapid antigen test (RAT) and polymerase chain reaction (PCR) test.	
Antibiotic prescribed? * O Yes O No	 Select: One of the following items - 'What is the pathology result?' COVID-19 COVID-19 Suspected 	
	 Select: One of the following items - Type of infection Suspected COVID-19 (swabs taken) Isolation for COVID-19 (no swabs taken) Confirmed COVID-19 	
	Enter: Yes or No- Antibiotic prescribed? <u>Note:</u> If Antiviral prescribed, select Yes	



RiskMan Incident Module- COVID Related Death

Any resident or community client that passes away within 28 days of their COVID 19 positive test result are classified as catastrophic. Additional details should be added to the COVID incident in this case as follows:

	Navigate: to existing COVID Incident record for	
Who else was contacted?	client/resident	
Was external agency notified? *	Select: YES to – 'Was external agency notified' in the Who	
External agency notified *	else was contacted section	
External Agencies Notified of Incident - click on one or more check boxes		
Aged Care Quality and Safety Commission	Select: "Commonwealth Department of Health via My	
Commonwealth Department of Health via My Aged Care Portal Department of Communities Disability Services and Seniors	Aged Care Portal" in addition to other relevant agencies in	
Fire service	'External Agency Notified' list that pops up.	
Office of the Health Ombudsman		
Police service Old Dent Child Safety Youth & Women		
	Select: OK	
Serious Incident Response Scheme State Coroner		
OK CANGEL		
Investigation & Concise Analysis	Select: Catastrophic in the 'Confirmed severity of client	
Primary client incident type *	incident' in the Investigation and Concise Analysis	
Status of Concise Analysis *	section.	
what happened? *	This will require a comprehensive analysis to be	
Contributing factors Identified contributing factors	completed	
Any additional information? *	completed.	
Concise analysis Analyser's position *		
of client incident *		
PHU directives to surveillance test all resident/staff do NOT need to be individually logged. At that time an outbreak brief to be		
initiated. This also includes RAT surveillance testing as per Blue Care process.		
Riskivian Inciden	t Module- COVID WHS Incident	
Who or What Was Affected?	For Employees and Volunteers:	
Incident involved * Blue Care Employee	Select: Employee in the Incident Involved field of the Who	
Classifications	or What Was Affected? section.	
Show All Hide All Cancel Save and Exi		
Workplace Health & Safety	Select: COVID-19 Confirmed from the Workplace Health	
	and Safety list	
Manual Handling Motor Vehicle Accident		
Violence/Harassment/Aggression Slin/trin without fall	Select: Save and Exit	
Hit By/ Bumped		
Using Power Equipment	Please refer to WHS Incident Record KIP on L&C Portal for	
Other Staff Issue	further instruction.	

COVID-19 confirmed