

ACT Health uses a system of seven health advisory categories for smoky air. The categories are based on the 24-hour rolling average concentrations of PM_{2.5} in the air. Each category has cautionary health advice that suggests practical ways to reduce exposure to smoke.

Smoky air (PM_{2.5}) health advisory categories

Air quality categories	PM _{2.5} (24 hour) µg/m ³	Potential health effects without following advice or actions	Cautionary health advice/actions**
Good	0-8.9	N/A – Below the relevant air quality standard	None
Meets air quality standard	9-25.9	N/A – Meets the relevant air quality standard	No tailored advice necessary
Unhealthy for sensitive groups	26-39.9	Symptoms may occur in sensitive groups	Sensitive groups# should <u>reduce</u> prolonged or heavy physical activity. Where possible, these people in the community should also limit the time spent outdoors Anyone with a heart or lung condition should take their medication as prescribed by their doctor. People with asthma should follow their asthma action plan. Anyone with concerns about their health should seek medical advice from their doctor. Anyone experiencing wheezing, chest tightness or difficulty breathing should seek urgent medical attention
Unhealthy for all	40-106.9	Increased likelihood of effects for sensitive groups Symptoms may occur in the general population	Everyone should <u>reduce</u> prolonged or heavy physical activity Sensitive groups# should <u>avoid</u> prolonged or heavy physical activity altogether Anyone with a heart or lung condition should take their medication as prescribed by their doctor. People with asthma should follow their asthma action plan. Anyone with concerns about their health should seek medical advice from their doctor. Anyone experiencing wheezing, chest tightness or difficulty breathing should seek urgent medical attention
Very unhealthy for all	107-177.9	Significant likelihood of effects for sensitive groups Symptoms among general population common	Everyone should <u>avoid</u> prolonged or heavy physical activity Sensitive groups# should <u>avoid</u> all physical activity outdoors Anyone with a heart or lung condition should take their medication as prescribed by their doctor. People with asthma should follow their asthma action plan. Anyone with concerns about their health should seek medical advice from their doctor. Anyone experiencing wheezing, chest tightness or difficulty breathing should seek medical attention
Hazardous high	>177.9	Serious likelihood of effects for sensitive groups Symptoms among general population very common	Everyone should <u>avoid</u> all physical activity outdoors Sensitive groups# should <u>temporarily relocate</u> to a friend or relative living outside the affected area. If this is not possible, remain indoors and keep activity levels as low as possible Anyone with a heart or lung condition should take their medication as prescribed by their doctor. People with asthma should follow their asthma action plan. Anyone with concerns about their health should seek medical advice from their doctor. Anyone experiencing wheezing, chest tightness or difficulty breathing should seek medical attention Anyone experiencing symptoms which may be due to smoke exposure should consider taking a break away from the smoky conditions
Hazardous extreme	> 250	Serious likelihood of effects for sensitive groups Symptoms among general population very common	Cautionary health advice and actions are the same as for Hazardous high above

#People over 65, children 14 years and younger, pregnant women and those with existing heart or lung conditions.

Page last updated on: 20 Dec 2019

Pond, Aleks (Health)

From: McDonald, Bernadette (Health)
Sent: Tuesday, 7 January 2020 2:43 PM
To: Hammat, Janine (Health); Chatham, Elizabeth (Health); Peffer, Dave (Health)
Subject: FW: Staff wellbeing and air quality guidance
Attachments: Guidance for directorates - Wellbeing and air quality.docx; CMTEDD Quick Reference Guide (QRG) Daily Outdoor Air Quality Risk Assessment (Attachment 1).docx

UNCLASSIFIED

FYI, I think we are already in line with this advice however please review and let me know if you think we need to change any of our messaging.

B

From: Leigh, Kathy <Kathy.Leigh@act.gov.au>
Sent: Tuesday, 7 January 2020 2:02 PM
To: #WHoG Directors General plus office <#WHoGDirectorsGeneralplusoffice@act.gov.au>
Cc: Mahar, Nicole <Nicole.Mahar@act.gov.au>; Wright, Robert <Robert.Wright@act.gov.au>; Callen, Michelle <Michelle.Callen@act.gov.au>; Ross, Carolina <Carolina.Ross@act.gov.au>; Miners, Stephen <Stephen.Miners@act.gov.au>
Subject: Staff wellbeing and air quality guidance

UNCLASSIFIED

Dear Directors-General

As discussed at SEMSOG to support the management of employee wellbeing including in relation to air quality CMTEDD has prepared guidance material for your consideration and use in communication to your respective workforces (see attached):

- Guidance for managers regarding staff wellbeing and air quality issues
- Quick Reference Guide - Daily Outdoor Air Quality Risk Assessment

It is not possible to provide specific guidance on the length of time employees may work outdoors at any given time as it is dependent on a range of variables. These include the nature of the activity, temperature, access to rest and daily changes to air quality. Risk assessments of critical outdoor functions will need to be undertaken on an ongoing basis.

Below also is State and Territory Chief Health Officers statement on air quality and masks:

"The internal air quality in modern well ventilated office buildings is better than that externally and in many circumstances, better than that in people's homes.

People and workplaces need to make their own determination on specific circumstances affecting their workplace and staff.

In some work situations, where more modern ventilation systems in particular buildings are available and internal air quality is particularly affected, staff may want to consider relocation to other buildings. This should only be done in consultation with workplace supervisors. Individual work units should examine their particular situations.

Vulnerable people should take advice from their medical practitioners.

P2 masks are not recommended for general use by public service staff. The use of P2 masks should be limited to vulnerable people including those with significant health issues and for people who are working outside for significant periods of time.

Those most at risk of significant health effects of smoke include people over 65 years of age, pregnant women and people with existing heart or lung condition, including asthma and those with diabetes.

P2 masks have limited utility for extended periods and should only be used on the advice of your medical practitioner or a health professional.'

I trust this information provides some assistance.

Thanks

Kathy

Kathy Leigh | Head of Service and Director-General

Phone: 02 6205 0246 | Email: kathy.leigh@act.gov.au

Chief Minister, Treasury and Economic Development Directorate | ACT Government

Level 5, Canberra Nara Centre, 1 Constitution Avenue Canberra ACT 2601 | GPO Box 158 Canberra ACT 2601 | www.act.gov.au



Peffer, Dave (Health)

From: CEOHealth
Sent: Tuesday, 7 January 2020 2:54 PM
To: ##All Staff, Canberra Health Services
Subject: A message from the CEO - all staff briefing 9:30am Tuesday 7 January 2020

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I would like to say thank you to you all for your commitment to providing exceptional health care to our patients during this time. I would also like to acknowledge those who have been going above and beyond to make sure we're prepared and implementing strategies across the organisation. In saying that, I would like to remind you to continue to be kind to yourself and each other, this level of high anxiety can take its toll.

Thank you to everyone who attended this morning's briefing. For anyone who missed it, you can [watch the video](#) below for the latest information.

**Masks**

We continue to receive queries about the supply of masks to the community. The ACT Government are in the process of distributing the P2 masks to pharmacies across Canberra for the more vulnerable members of the community to access. Canberra Health Services does not have a supply of masks for distribution to the public.

Our advice to the community is to remain indoors where possible, with windows and doors closed, and see the advice on the [ESA](#) and health.act.gov.au websites. To reduce smoke coming into our buildings, please minimise your movement across the organisation and take internal routes where possible.

If you have any concerns about masks, I encourage you to watch the [short video](#) featuring the Director of Respiratory at Canberra Hospital, Stuart Schembri, sharing his smoke health advice.

Doors and windows

Just a reminder to please keep doors and windows closed in all CHS buildings where possible. We are trying to get fresh air into the buildings through air conditioning today to help alleviate the smoky smell that is lingering.

Microsoft Teams

Don't forget to download Microsoft Teams – a fast messaging app (similar to WhatsApp) that myself, COO/Hospital Commander can use to send out critical information during major events such as the territory's State of Alert. Please see the [tip sheet](#) if you need help downloading or installing this App on your smartphone.

I would like to remind you all that if you need support, we are here for you. If you have concerns, please speak with your manager, your divisional contact below, or email chscoo@act.gov.au.

The next briefing is at 4pm today in the Canberra Hospital Auditorium and will be livestreamed to UCH.

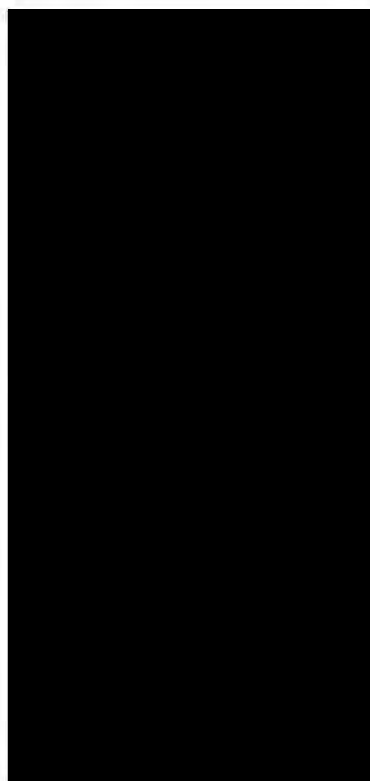
Kind regards,

Bernadette McDonald
Chief Executive Officer

Key contacts

Division	Contact	Number
Quality, Safety, Innovation and Improvement	Heather Needham	
MHJHADS	Deb Plant	
People and Culture	Janine Hammat	
Cancer and Ambulatory Support	Cathie O'Neill	
ICU	Simon Robertson	
Retrieval	Kelvin Grove	
Women, Youth and Children	Donna Cleary	
Medicine	Walter Abhayaratna	

Critical Care	Daniel Wood
Rehabilitation, Aged and Community Services	Todd Kaye
Medical Imaging	Charles Ngu
Allied Health	Kerry Boyd (Friday) Sam Lazarus (Sat-Sun)
Medical Services	Tonia Alexander
Surgery	Daniel Wood
Nursing and Midwifery	Wendy Mossman
Patient Support Services	Wendy Mossman
Finance and Business Intelligence	Ian Turnbull
Infrastructure and Health Support Services	Andrew Murphy



Ramsay, Michelle (Health)

From: Howard, Scott (Health)
Sent: Tuesday, 7 January 2020 3:36 PM
To: CHS COO; Chatham, Elizabeth (Health)
Cc: Taylor, Jacqui (Health); Ramsay, Michelle (Health)
Subject: FOR APPROVAL - Internal Staff Smoke FAQ
Attachments: Fact sheet - Health advice on smoke_200106 v1_SS_WA (002)-jd-6-1.docx

UNCLASSIFIED

Good afternoon team

Seeking approval for the attached internal fact sheet regarding smoke.

This has been through the Clinical Advisory Group who met yesterday regarding ACT Smoke Management.

I'd note that we'd heard that a communique was coming out from chief health officers' from around the nation, but haven't seen anything yet. We can update as required if anything comes of that.

Kind regards

Scott Howard
 Acting Senior Director
 Communications and Engagement

Canberra Health Services | ACT Government
 P. (02) 512 49993 | M. [REDACTED] E. scott.e.howard@act.gov.au
 Canberra Health Services media on-call phone: 0466 948 935

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Smoke Health Advice – Information for CHS Staff

How will the smoke impact healthy people?

Healthy people are unlikely to have an acute problem with smoke exposure at these levels. For most people, this will only cause mild symptoms like:

- itchy or burning eyes
- throat irritation
- runny nose
- coughing.

The best advice is to stay indoors with the doors and windows shut as much as possible and limit your exposure to smoke.

How will the smoke impact those with a pre-existing condition?

If you have a pre-existing respiratory issue you should take extra care during these conditions. The best way to reduce exposure to smoke is to stay indoors with the doors and windows shut.

If you have asthma, you should follow your Asthma Action Plan and keep your asthma medication with you.

What should people be aware of working indoors and it's smoky?

Breathing in smoke can be uncomfortable but is unlikely to cause an acute problem to those in good health.

Canberra Health Services (CHS) is an essential service so it's important that we continue to look after our patients and each other.

We encourage you to take more regular breaks with the support of your supervisor and to consider taking personal leave if you're feeling you cannot work because of the smoke, after discussing with your manager in the first instance.

What is CHS doing to minimise smoke indoors?

To minimise the impact of smoke indoors, we have:

- responded and continue to respond to your concerns about air quality in some of the buildings across CHS.

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- closed external doors and windows where possible. You may find doors across the health service that are locked, and these have been closed to reduce smoke getting into the building.
- distributed staff comfort packs across the health service. The packs include saline, masks, throat lozenges and eye drops. Staff can also use the saline packs available from IMPREST. These packs are for staff to provide comfort from the symptoms of smoke exposure.
- advised staff to take more regular breaks with the support of your supervisor.

What can you do to minimise smoke indoors?

To minimise the impact of smoke indoors, try and limit your movement around CHS sites. This includes taking internal routes to your destination rather than external shortcuts which may introduce additional smoke to the buildings.

At home, we recommend that you check that the air conditioning is set to 'recycling' mode and that the filters for the air conditioning unit are cleaned.

What's your advice on wearing face masks?

We are receiving a lot of queries about the supply of masks to the community. CHS does not have a supply of masks and is not distributing masks to the public.

Our advice to the community is to remain indoors where possible, with windows and doors closed, and see the advice on the ACT Emergency Services Agency (ESA) and ACT Health Directorate [websites](#).

The people who are going to get the most value from wearing a face mask are those whose job or lifestyle involves them being outside for prolonged periods of time.

For staff, the use of masks indoors is unlikely to be of a significant help. But if you feel more comfortable wearing a mask, wear it. You need to ensure that the mask is fitted properly and that you follow infection control guidelines.

There is further information in the [outdoor smoke factsheet](#), including on how to fit a P2 mask.

What can you do if a patient asks about smoke?

For any patient issues related to smoke please refer to the appropriate clinical team for assessment and treatment.

For more health advice on heavy smoke and extreme heat conditions in the ACT [click here](#)

Ramsay, Michelle (Health)

From: Taylor, Jacqui (Health)
Sent: Tuesday, 7 January 2020 3:51 PM
To: Howard, Scott (Health); CHS COO; Chatham, Elizabeth (Health)
Cc: Ramsay, Michelle (Health); Guinard, Tarryn (Health)
Subject: RE: FOR APPROVAL - Internal Staff Smoke FAQ

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Thanks Scott,

Had a phone call from Claire at the CHOs office to say their communique would be out shortly and she will send a copy across

Jacqui

Jacqui Taylor | Executive Director
 Phone: 02 5124 3603 | Email: jacqui.h.taylor@act.gov.au
Division of Medicine | Canberra Health Services | ACT Government
 Building 24, Level 2, Canberra Hospital, Garran, ACT 2605 | health.act.gov.au
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From: Howard, Scott (Health) <Scott.E.Howard@act.gov.au>
Sent: Tuesday, 7 January 2020 3:36 PM
To: CHS COO <CHSCOO@act.gov.au>; Chatham, Elizabeth (Health) <Elizabeth.Chatham@act.gov.au>
Cc: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Ramsay, Michelle (Health) <Michelle.Ramsay@act.gov.au>
Subject: FOR APPROVAL - Internal Staff Smoke FAQ

UNCLASSIFIED

Good afternoon team

Seeking **approval** for the attached internal fact sheet regarding smoke.

This has been through the Clinical Advisory Group who met yesterday regarding ACT Smoke Management.

I'd note that we'd heard that a communique was coming out from chief health officers' from around the nation, but haven't seen anything yet. We can update as required if anything comes of that.

Kind regards

Scott Howard
 Acting Senior Director
Communications and Engagement

Canberra Health Services | ACT Government
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Whittall, Christine (Health)

From: Hammat, Janine (Health)
Sent: Tuesday, 7 January 2020 3:59 PM
To: Kohlhagen, Linda (Health); McDonald, Bernadette (Health); Wells, Patrick (Health); Canberra Health Services Media
Subject: FW: update for Nurses and Midwives working in community settings
Attachments: ANMF Update for Nurses and Midwives working in Community Settings - Decreased Air Quality in the ACT.pdf

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Hi all – see below and attached. This communication wasn't checked with us and certainly doesn't echo other comms we have sent out. I did ask Matt to ensure that comms were consistent and to check before sending.

Regards,

Janine

Janine Hammat | Executive Group Manager
 Phone: 02 5124 9631 | Email: janine.hammat@act.gov.au
People and Culture | Canberra Health Services | ACT Government
 Level 1 Building 23 Canberra Hospital
 PO Box 11 WODEN ACT 2606 | health.act.gov.au
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From: [REDACTED]
Sent: Tuesday, 7 January 2020 3:36 PM
To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Subject: Fw: update for Nurses and Midwives working in community settings

Hi Janine,

As requested, please find attached ANMF ACT Branch comms to our members.

Regards

Secretary

T 6282 9455 F 6282 8447

E anmfact@anmfact.org.au W anmfact.org.au

2/53 Dundas Court, PHILLIP ACT 2606

PO Box 4, WODEN ACT 2606



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UPDATE FOR NURSES AND MIDWIVES WORKING IN COMMUNITY SETTINGS

DECREASED AIR QUALITY IN THE ACT

This correspondence is being provided in response to specific concerns from Nurses and Midwives working in community settings.

With the surrounding bushfires currently affecting air quality in the ACT, the Australian Nursing and Midwifery Federation ACT Branch (ANMF) encourages all Nursing and Midwifery members to take following steps to protect your health.

- Nurses and Midwives working in community settings should be provided with PM2 face masks by their employer. The ANMF advises members to continue using these masks until the air quality improves.
- If you have not been provided with a PM2 mask you should first raise the issue with your direct line manager and seek to escalate if the matter is not resolved. This advice also applies to Nurses and Midwives who are required to work indoors where the air quality is poor. Please note that duckbill or surgeon's masks (or similar paper or cloth masks) will not work as the particles in bushfire smoke are too fine for these masks to be effective.
- Nurses and Midwives should continue to complete all mandatory reporting and documentation (Riskman etc) where the decreased air quality has led to an adverse event, near miss or impacted the safety of staff or patients.
- If you are required to take time off work due to illness or injury that has been caused by the decreased air quality, you may be entitled to worker's compensation.

For further information please contact the ANMF ACT Branch on 02 6282 9455 or via email at anmfact@anmfact.org.au.

In union

The ANMF ACT Team

Authorised by Matthew Daniel, ANMF ACT Branch Secretary, 2/53 Dundas Court PHILLIP ACT 2606



02 6282 9455



anmfact@anmfact.org.au



www.anmfact.org.au



ANMF ACT

Whittall, Christine (Health)

From: Hammat, Janine (Health)
Sent: Tuesday, 7 January 2020 4:06 PM
To: McDonald, Bernadette (Health); Kohlhagen, Linda (Health); Wells, Patrick (Health)
Cc: Chatham, Elizabeth (Health)
Subject: FW: update for Nurses and Midwives working in community settings

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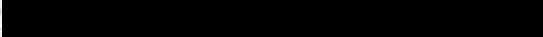
See below from 

Regards,

Janine

Janine Hammat | Executive Group Manager
Phone: 02 5124 9631 | Email: janine.hammat@act.gov.au
People and Culture | Canberra Health Services | ACT Government
Level 1 Building 23 Canberra Hospital
PO Box 11 WODEN ACT 2606 | health.act.gov.au
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From: 
Sent: Tuesday, 7 January 2020 4:05 PM
To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Subject: Re: update for Nurses and Midwives working in community settings

No problem Janine. One or two issues under the CHS banner but a couple also some coming out of Calvary Public. I will come back to you first if we have any concerns which go beyond us re-iterating the official messages being put out by CHS and Health Directorate.

Cheers

██████████
Secretary

T 6282 9455 F 6262 8447
E anmfact@anmfact.org.au W anmfact.org.au
2/53 Dundas Court, PHILLIP ACT 2606
PO Box 4, WODEN ACT 2606



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From: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Sent: Tuesday, 7 January 2020 3:57 PM
To: ██████████
Subject: RE: update for Nurses and Midwives working in community settings

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Thanks ██████████ have there been issues raised by staff – are they not getting the support they need?

Regards,

Janine

Janine Hammat | Executive Group Manager
Phone: 02 5124 9631 | Email: janine.hammat@act.gov.au
People and Culture | Canberra Health Services | ACT Government
Level 1 Building 23 Canberra Hospital
PO Box 11 WODEN ACT 2606 | health.act.gov.au
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From: ██████████
Sent: Tuesday, 7 January 2020 3:36 PM
To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Subject: Fw: update for Nurses and Midwives working in community settings

Hi Janine,

As requested, please find attached ANMF ACT Branch comms to our members.

Regards

Secretary

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E anmfact@anmfact.org.au W anmfact.org.au

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Whittall, Christine (Health)

From: Hammat, Janine (Health)
Sent: Tuesday, 7 January 2020 4:34 PM
To: Kohlhagen, Linda (Health); McDonald, Bernadette (Health); Chatham, Elizabeth (Health); Wells, Patrick (Health)
Subject: FW: Incidents for 7th Jan 2020

UNCLASSIFIED

See below

Regards,

Janine

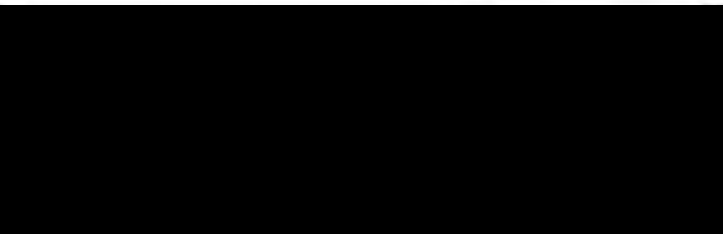
Janine Hammat | Executive Group Manager
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From: Mercieca Lima, Peta (Health) <Peta.MerciecaLima@act.gov.au>
Sent: Tuesday, 7 January 2020 4:25 PM
To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Cc: Guthrie, Daniel (Health) <Daniel.Guthrie@act.gov.au>; Kaye, Frances (Health) <Frances.Kaye@act.gov.au>
Subject: RE: Incidents for 7th Jan 2020

UNCLASSIFIED

Hi Janine,

Peta

From: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Sent: Monday, 6 January 2020 1:53 PM
To: Mercieca Lima, Peta (Health) <Peta.MerciecaLima@act.gov.au>
Subject: Re: Incidents for 6th Jan 2020

Just whilst fires and smoke happening pls.

Regards,

Janine

From: Mercieca Lima, Peta (Health) <Peta.MerciecaLima@act.gov.au>
Sent: Monday, January 6, 2020 1:41:49 PM
To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Cc: Guthrie, Daniel (Health) <Daniel.Guthrie@act.gov.au>; Kaye, Frances (Health) <Frances.Kaye@act.gov.au>
Subject: Incidents for 6th Jan 2020

UNCLASSIFIED

Hi Janine,

[REDACTED]

[REDACTED]

Did you want this to be ongoing or just while the smoke issue/bushfire issue is happening?

Peta

From: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Sent: Monday, 6 January 2020 8:52 AM
To: Mercieca Lima, Peta (Health) <Peta.MerciecaLima@act.gov.au>; Guthrie, Daniel (Health) <Daniel.Guthrie@act.gov.au>
Subject: RE: Potential WorkSafe Report - Level 9 Building 1 TCH

UNCLASSIFIED

Hi Peta – this is helpful. Can I get a daily report pls?

Regards,

Janine

Janine Hammat | Executive Group Manager
 Phone: 02 5124 9631 | Email: janine.hammat@act.gov.au
People and Culture | Canberra Health Services | ACT Government
 Level 1 Building 23 Canberra Hospital
 PO Box 11 WODEN ACT 2606 | health.act.gov.au
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From: Mercieca Lima, Peta (Health) <Peta.MerciecaLima@act.gov.au>
Sent: Sunday, 5 January 2020 4:07 PM

To: Guthrie, Daniel (Health) <Daniel.Guthrie@act.gov.au>; Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Subject: RE: Potential WorkSafe Report - Level 9 Building 1 TCH

UNCLASSIFIED

Hi

Thanks Daniel,

I have checked riskman and here is a summary of the ones that have come in over the weekend.

- Smoke at hume health centre, AMC x 2
- Smoke at Bimberi x 1
- Smoke at Tuggernong Walk in centre x 2

Peta

From: Guthrie, Daniel (Health) <Daniel.Guthrie@act.gov.au>
Sent: Sunday, 5 January 2020 3:52 PM
To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Cc: Mercieca Lima, Peta (Health) <Peta.MerciecaLima@act.gov.au>
Subject: Potential WorkSafe Report - Level 9 Building 1 TCH

Hi Janine,

As discussed I spoke to the A/Hours WorkSafe Inspector Allan Dean and he has no knowledge of a Potential WorkSafe Report - Level 9 Building 1 TCH from an employee or another person.

It is possible that someone may have lodged an online enquiry through the WorkSafe portal although he was unable to check that until tomorrow.

In any event he pointed out that it would not be

a 'notifiable incident' if reported and that they would direct the enquiry back to CHS in the first instance.

He further said that they instructions for the smokey conditions recommended minimising outdoor work, indoor work has not been considered at this point.

Regards

Daniel

Pond, Aleks (Health)

From: McMenamin, Tracey (Health)
Sent: Tuesday, 7 January 2020 4:54 PM
To: Kaye, Todd (Health)
Cc: Maher, Rhonda (Health)
Subject: RE: Leave for child care

UNOFFICIAL

No worries, any time

T

Tracey McMenamin | Director
 HR Business Partnerships | People & Culture
Rehabilitation, Aged & Community Services Division
Mental Health, Justice Health & Alcohol, Drug Services Division
 Canberra Health Services | ACT Government

Phone [REDACTED] Email: tracey.mcmenamin@act.gov.au
 Level 1 Building 23, Canberra Hospital
 PO Box 11, WODEN ACT 2606
 RELIABLE | PROGRESSIVE | RESPECTFUL | KIND



ACT
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**Canberra Health
 Services**

From: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Sent: Tuesday, 7 January 2020 4:53 PM
To: McMenamin, Tracey (Health) <Tracey.McMenamin@act.gov.au>
Cc: Maher, Rhonda (Health) <Rhonda.Maher@act.gov.au>
Subject: RE: Leave for child care

UNOFFICIAL

Thanks for your quick response Tracey.

Todd

From: McMenamin, Tracey (Health) <Tracey.McMenamin@act.gov.au>
Sent: Tuesday, 7 January 2020 4:48 PM
To: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Cc: Maher, Rhonda (Health) <Rhonda.Maher@act.gov.au>
Subject: RE: Leave for child care

UNOFFICIAL

Hi Todd

This would seem to indeed meet the criteria to apply for/access this type of personal leave (maximum period of 4 days).

In reviewing any application for approval, I would request that the employee provide you/the manager with the documentary evidence from the childcare centre. They would have emailed all families with the closure dates and the reasons why – due to bushfires/smoke/air quality etc.

That would be reasonable.

Thanks

T

Tracey McMenamin | Director
 HR Business Partnerships | People & Culture
 Rehabilitation, Aged & Community Services Division
 Mental Health, Justice Health & Alcohol, Drug Services Division
 Canberra Health Services | ACT Government

Phone [REDACTED] Email: tracey.mcmenamin@act.gov.au

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PO Box 11, WODEN ACT 2606

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**Canberra Health
Services**

From: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Sent: Tuesday, 7 January 2020 3:39 PM
To: McMenamin, Tracey (Health) <Tracey.McMenamin@act.gov.au>
Cc: Maher, Rhonda (Health) <Rhonda.Maher@act.gov.au>
Subject: Leave for child care

UNOFFICIAL

Hi Tracey,

We have had a couple of staff mention to us that they are needing to take leave as the childcare/holiday care places they have had booked have closed due to the weather conditions.

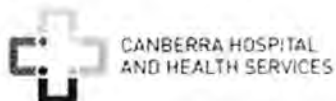
Could you please find out if this reason for leave would sit under the "special circumstances" clause for personal leave mentioned previously by Janine in an email.

Thanks,

Todd

Todd Kaye
 A/g Executive Director
 Division of Rehabilitation, Aged and Community Services
University of Canberra Hospital
 Specialist Centre for Rehabilitation, Recovery and Research
 20 Guraguma Street, Bruce ACT 2617
Canberra Health Services
Ph: 02 5124 0017

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PLEASE CONSIDER THE ENVIRONMENT BEFORE PRINTING THIS EMAIL

Pond, Aleks (Health)

From: O'Neill, Cathy (Health)
Sent: Tuesday, 7 January 2020 5:38 PM
To: Hammat, Janine (Health)
Cc: Green, Sally (Health); Kohlhagen, Linda (Health)
Subject: ANMF advice for nurses and midwives in the community setting

Dear Janine,

I have significant concerns regarding the advice provided by the ANMF today for community workers. It appears to contradict the current advice we are receiving from Bernadette's briefings (and the Director of Respiratory) to provide to nursing and midwifery staff home visiting which is that:

- For healthy people a mask is not necessarily of benefit
- the orange masks are **as effective** as the P2 masks for the smoke, if they fit well and the advice remains that **if you choose** to wear a mask that they need to be changed if they become wet or after 2 hours.

If this is incorrect or I have misinterpreted the message please let me know otherwise I am very concerned that with the conflicting advice the staff will feel confused as to what they should be doing and this needs to be clarified immediately. Additional as you are aware we do not have the P2 masks to provide to staff. Below is an example of the advice provided to the MACH staff.

Can you please clarify the communication for nursing and midwifery staff in light of the advice from the ANMF?

Many thanks

Kind regards,

Cathy O'Neill
 Director of Nursing and Midwifery
 Phone: 02 5124 7470 | Email: cathy.o'neill@act.gov.au
 Women's Youth and Children | Canberra Health Services | ACT Government
 Yamba Drive, Garran ACT 2605 |
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From: Ringland, Cathy (Health) <Cathy.Ringland@act.gov.au>
Sent: Friday, 3 January 2020 2:17 PM
To: Aherne, Rebecca (Health) <Rebecca.Aherne@act.gov.au>; Campbell, CatherineT (Health) <CatherineT.Campbell@act.gov.au>; Campbell, Sally (Health) <Sally.Campbell@act.gov.au>; Colliver, Deborah

(Health) <Deborah.Colliver@act.gov.au>; Crane, Meryl (Health) <Meryl.Crane@act.gov.au>; Golley, Pip (Health) <Pip.Golley@act.gov.au>; Helliwell, Chelsey (Health) <Chelsey.Helliwell@act.gov.au>; Herbert, Genny (Health) <Genny.Herbert@act.gov.au>; Irving, JulieG (Health) <Julie.G.Irving@act.gov.au>; McDean, Dianne (Health) <Dianne.R.McDean@act.gov.au>; McDonald, Linda (Health) <Linda.M.McDonald@act.gov.au>; Murphy, Louise (Health) <Louise.Murphy@act.gov.au>; Newall, Kate (Health) <Kate.Newall@act.gov.au>; Nissen, Julianne (Health) <Julianne.C.Nissen@act.gov.au>; Roberson, Bronwyn (Health) <Bronwyn.Roberson@act.gov.au>; Sansum, Catherine (Health) <Catherine.Sansum@act.gov.au>; Sweetman, Rebecca (Health) <Rebecca.Sweetman@act.gov.au>; Taylor, MeganB (Health) <MeganB.B.Taylor@act.gov.au>; Thomas, Carolyn (Health) <Carolyn.Thomas@act.gov.au>; Tinning, Cassandra (Health) <Cassandra.Tinning@act.gov.au>; Vivian, Suzanne (Health) <Suzanne.Vivian@act.gov.au>; Warwick, Judith (Health) <Judith.Warwick@act.gov.au>; Teivonen, Liisa (Health) <Liisa.Teivonen@act.gov.au>; Payman, Nahal (Health) <Nahal.Payman@act.gov.au>; Harilal Chawla, Bhavna (Health) <Bhavna.HarilalChawla@act.gov.au>

Cc: Colliver, Deborah (Health) <Deborah.Colliver@act.gov.au>; Bracher, Katrina (Health) <Katrina.Bracher@act.gov.au>; O'Neill, Cathy (Health) <Cathy.O'Neill@act.gov.au>; Kohlhagen, Linda (Health) <Linda.Kohlhagen@act.gov.au>

Subject: Current Alert status in the ACT

Importance: High

UNCLASSIFIED

Hi All,

This morning I attended a staff briefing at the hospital followed by an executive meeting regarding the current alert status in the ACT. Briefings will be held twice a day at 9.30am and 4pm over the next 3 days in the hospital auditorium, all staff are welcome to attend. Bernadette may not be present at all as she will be largely based at the Emergency Command Centre at Fairburn with other DDG's. Liz Chatham is heading the Hospital Emergency Operations Centre based at the hospital until 8am on Monday. I am also on that roster till 8am Monday.

Firstly I would encourage you to read the all staff emails that are coming in re the current situation as the main source of communication. By way of an update, in the interim until formal communication is sent out from Bernadette McDonald's office please see information below that may assist. Would all managers please distribute this to all staff members that are currently at work.

- Health is deemed an essential service, as such it is business as usual.
- All areas have been affected to varying degrees by the significant smoke we are experiencing across the ACT. It is uncomfortable. If staff are affected by the smoke please discuss this with your manager. Bernadette indicated that if the air conditioning is turned down then the clinical spaces will heat up. It is a fine balance. Due to the extent of the current fires in NSW and Victoria and the associated high temperatures it is highly likely that we may experience this smoke for some time.
- **Masks – Bernadette has received a number of queries re use of masks. The message is if staff want to use masks they should do so. I delivered masks (Proshield N95 Medium) to all health centres yesterday and if you require more please speak with your manager. I learnt today they have a 2hr life span and so have obtained an additional supply. So as per previous emails if you need to be outdoors I would encourage you to limit the time.**
- Please familiarise yourself with the Business Continuity Plans (BCP) <https://actgovernment.sharepoint.com/sites/intranet-health/BCM/default.aspx> and the emergency safety plans <https://healthhub.act.gov.au/emergency-safety/emergency-plans> (the latter as previously sent by Louise).
- In the event that power is lost, alternative communication options will be initiated in CHS. This may include SMS messages. Bernadette encouraged staff to wait for updates and reiterated that in the event of an emergency communication is a priority.

- Bernadette has been approached re making donations and suggested that this is done via Red Cross.
- Bernadette acknowledged the personal impact that this situation is having on many people and encouraged all staff to look after themselves and each other. The key messages are that we remain calm, communicate and use common sense.

Personally I would like to acknowledge and thank the staff that have continued to deliver services to the Canberra community over the last several weeks that we have experienced the smoke and particularly over the last few days.

I would encourage you to follow the ACT emergency services agency esa.act.gov.au over the weekend. Please stay safe and don't hesitate to contact me about any of the above.

Kind regards, Cathy.

Cathy Ringland RN

Acting Assistant Director of Nursing | Division of Women, Youth & Children Community Health Programs | Canberra Health Services | ACT Government

Phone (02) 5124 1607

1 Moore Street, Level 3, Canberra City

www.health.act.gov.au



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Pond, Aleks (Health)

From: Murphy, Andrew (Health)
Sent: Tuesday, 7 January 2020 5:53 PM
To: Plant, Deborah (Health)
Cc: Keevers, Shannon (Health)
Subject: Air Quality Testing Wednesday 8/1/20 [SEC=UNCLASSIFIED]

Good afternoon Deb,

As discussed, the following sites are on the plan for air quality testing tomorrow. Could you please provide a contact person for each site and provide them with a heads up that Robson will be coming to site to conduct testing.

- Brian Hennessey - 60 Mary Potter Circuit Bruce
- Phillip Health Centre – Corner of Corrinna and Keltie Streets Phillip
- Dulwah Secure Mental Health Facility – 30 Mugga Lane

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital

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Peffer, Dave (Health)

From: Greenaway, Elaine (Health) on behalf of Canberra Health Services Communications
Sent: Tuesday, 7 January 2020 7:00 PM
To: ##All Staff, Canberra Health Services
Subject: A message from the CEO - all staff briefing 4pm Tuesday 7 January 2020

UNCLASSIFIED



Thank you to everyone who attended this afternoon's briefing. For anyone who missed it, you can [watch the video](#) below for the latest information.

**Staff smoke comfort supplies**

We are continuing to deliver comfort supplies including masks, throat lozenges and eye drops to staff to help with the symptoms of smoke exposure.

As supplies are limited, it's important they are available for staff who need them most, particularly those who are required to work outside and be on the road. Please do not stockpile items or take them home to family or friends. They are for use by staff at work if needed.

If you need supplies for your area, talk to your manager who can liaise with your divisional rep.

Weather and smoke impact

While the smoke around Canberra has started to clear, the advice is that it will continue to impact the ACT over the next few days. The temperature is set to rise and with it, the fire danger rating, with the temperature on Friday expected to reach 38 degrees. We need to be aware of these forecasted conditions and to prepare for them.

We will maintain the measures we have in place to minimise the impact of the weather and the smoke on our staff, patients and buildings.

To reduce the smoke impact, please remember to keep doors and windows closed in all CHS buildings where possible.

Masks

We continue to receive queries about the supply of masks to the community. The ACT Government has distributed a number of P2 masks to pharmacies across Canberra for the more vulnerable members of the community to access. Canberra Health Services does not have a supply of masks for distribution to the public.

Our advice to the community is to remain indoors where possible, with windows and doors closed, and see the advice on the [ESA](#) and health.act.gov.au websites. To reduce smoke coming into our buildings, please minimise your movement across the organisation and take internal routes where possible.

I would like to remind you all that if you need support, we are here for you. If you have concerns, please speak with your manager, your divisional contact below, or email chscoo@act.gov.au.

The next briefing is at 9:30am tomorrow in the Canberra Hospital Auditorium and will be livestreamed to UCH.

Kind regards,

Bernadette McDonald
Chief Executive Officer

Key contacts

Division	Contact	Number
Quality, Safety, Innovation and Improvement		
MHJHADS		
People and Culture		
Cancer and Ambulatory Support		
Women, Youth and Children		
Medicine		
Critical Care		
Rehabilitation, Aged and Community Services		
Medical Imaging		
Allied Health		
Medical Services		
Surgery		
Nursing and Midwifery		
Patient Support Services		
Finance and Business Intelligence		
Infrastructure and Health Support Services		

www.health.act.gov.au

Pond, Aleks (Health)

From: Aloisi, Bruno (Health)
Sent: Tuesday, 7 January 2020 7:42 PM
To: Plant, Deborah (Health); Murphy, Andrew (Health)
Cc: Keevers, Shannon (Health); Lutz, Tash (Health); Farrow, Danny (Health)
Subject: Re: Air Quality Testing Wednesday 8/1/20 [SEC=UNCLASSIFIED]

Hi all, Danny Farrow (cc'd here for his awareness) is the manager of wmht and can be contacted via his mobile [REDACTED]
 [REDACTED] There are a number of other health services at Phillip health centre too

Cheers

Bruno

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From: Plant, Deborah (Health) <Deborah.Plant@act.gov.au>
Sent: Tuesday, January 7, 2020 7:29 pm
To: Murphy, Andrew (Health)
Cc: Keevers, Shannon (Health); Lutz, Tash (Health); Aloisi, Bruno (Health)
Subject: Re: Air Quality Testing Wednesday 8/1/20 [SEC=UNCLASSIFIED]
 Hi Andrew

Tash Lutz (cc'd) is the contact for Dhulwa and ECU (Brian Hennessy site). She is usually onsite at Dhulwa but can inform the ECU CNC and admin that the team will be there in the morning. She's best contacted on the landline 5124 1863 as there are no mobiles permitted in Dhulwa.

I've also cc'd Bruno Aloisi as the operational director who has oversight of Woden community mental health team as he is best placed to inform you of the manager and provide a contact number.

Let me know if you need anything further

Kind regards

Deb.

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From: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Sent: Tuesday, January 7, 2020 5:53 pm
To: Plant, Deborah (Health)
Cc: Keevers, Shannon (Health)
Subject: Air Quality Testing Wednesday 8/1/20 [SEC=UNCLASSIFIED]

Good afternoon Deb,

As discussed, the following sites are on the plan for air quality testing tomorrow. Could you please provide a contact person for each site and provide them with a heads up that Robson will be coming to site to conduct testing.

- Brian Hennessey - 60 Mary Potter Circuit Bruce
- Phillip Health Centre – Corner of Corrinna and Keltie Streets Phillip
- Dulwah Secure Mental Health Facility – 30 Mugga Lane

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au
Building 3, Level 1, Canberra Hospital
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Pond, Aleks (Health)

From: Kaye, Todd (Health)
Sent: Wednesday, 8 January 2020 7:30 AM
To: [REDACTED]
Subject: Re: Health experts warn of new risks as bushfires and smoke haze continue

Hi Rhonda,

Yes, I saw this and thought the same thing. Combined with the advice coming out of the ANMF, we will see concerns grow.

Enjoy your days off.

Todf

[Get Outlook for iOS](#)

From: [REDACTED]
Sent: Wednesday, January 8, 2020 6:45:03 AM
To: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Subject: Health experts warn of new risks as bushfires and smoke haze continue
Hi Todd / we are likely to have some staff ramping up their concerns about air quality with this in local news.

<https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fthenewdaily.com.au%2Flife%2Fwellbeing%2F2020%2F01%2F07%2Fbushfire-smoke-health-risks%2F&data=02%7C01%7C%7C12237d0827e94934e08508d793aa1ba7%7Cb46c190803344236b978585ee88e4199%7C0%7C0%7C637140231123927040&msdata=mRtHbrLbslFEWeTjJtMtWwu9HSD7ZY1RIK9tD4CEjQ%3D&reserved=0>

Rhonda

Sent from my iPhone

Whittall, Christine (Health)

From: Stewart-Moore, Karen
Sent: Wednesday, 8 January 2020 12:10 PM
To: McDonald, Bernadette (Health); De'Ath, Michael (Health); Coleman, Kerryn (Health)
Cc: Glenn, Richard; Doran, Karen; Leigh, Kathy; Pulli, Tracey (Health); Dal Molin, Vanessa (Health); Howard, Scott (Health)
Subject: RE: State of Alert - clarity on PICC arrangements

UNCLASSIFIED For-Official-Use-Only

Thanks Bernadette, in my view the way you have been handling the smoke in hospital issue proactively has been great.
 Thankyou
 Karen

From: McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>
Sent: Wednesday, 8 January 2020 12:08 PM
To: Stewart-Moore, Karen <Karen.Stewart-Moore@act.gov.au>; De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>
Cc: Glenn, Richard <Richard.Glenn@act.gov.au>; Doran, Karen <Karen.Doran@act.gov.au>; Leigh, Kathy <Kathy.Leigh@act.gov.au>; Pulli, Tracey (Health) <Tracey.Pulli@act.gov.au>; Dal Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au>; Howard, Scott (Health) <Scott.E.Howard@act.gov.au>
Subject: RE: State of Alert - clarity on PICC arrangements

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That's fine Karen, we will make sure that type of information is provided through the PICC and if anything new topics come up we will discuss.

We are getting an increase in media interest in the smoke in the hospital in particular. Some guidance on how you would like us to handle response to that would be useful.

Regards
 Bernadette

From: Stewart-Moore, Karen <Karen.Stewart-Moore@act.gov.au>
Sent: Wednesday, 8 January 2020 12:06 PM
To: McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>; De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>
Cc: Glenn, Richard <Richard.Glenn@act.gov.au>; Doran, Karen <Karen.Doran@act.gov.au>; Leigh, Kathy <Kathy.Leigh@act.gov.au>; Pulli, Tracey (Health) <Tracey.Pulli@act.gov.au>; Dal Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au>; Howard, Scott (Health) <Scott.E.Howard@act.gov.au>
Subject: RE: State of Alert - clarity on PICC arrangements

UNCLASSIFIED For-Official-Use-Only

Dear Bernadette

Would you be able to suggest any other topics that relate to CHS that may need to be reflected in this process.

At the moment we have hospital services/operations as they relate to the incident in the 'Incident-related support communications' – where we would like it to come to PICC so we are aware and can provide any input and then ensure EC is aware.

So for example: if you are talking/responding about emergency presentations, beds, smoke in the hospital, operation of equipment due to smoke, services for particular cohorts such as pregnant women.

Does that assist with clarifying?

Kindest regards
Karen

From: McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>
Sent: Wednesday, 8 January 2020 11:46 AM
To: Stewart-Moore, Karen <Karen.Stewart-Moore@act.gov.au>; De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>
Cc: Glenn, Richard <Richard.Glenn@act.gov.au>; Doran, Karen <Karen.Doran@act.gov.au>; Leigh, Kathy <Kathy.Leigh@act.gov.au>; Pulli, Tracey (Health) <Tracey.Pulli@act.gov.au>; Dal Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au>; Howard, Scott (Health) <Scott.E.Howard@act.gov.au>
Subject: RE: State of Alert - clarity on PICC arrangements

UNCLASSIFIED For-Official-Use-Only

Dear all,

We just need to clarify where CHS comms fits into this process, do we need to go through the PICC or health team?
Bernadette

From: Stewart-Moore, Karen <Karen.Stewart-Moore@act.gov.au>
Sent: Wednesday, 8 January 2020 10:32 AM
To: De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>; Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>
Cc: Glenn, Richard <Richard.Glenn@act.gov.au>; Doran, Karen <Karen.Doran@act.gov.au>; Leigh, Kathy <Kathy.Leigh@act.gov.au>; Pulli, Tracey (Health) <Tracey.Pulli@act.gov.au>; Dal Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au>
Subject: RE: State of Alert - clarity on PICC arrangements

UNCLASSIFIED For-Official-Use-Only

Thank you Michael
That is incredibly helpful. I will commence the SEMSOG briefing on that basis.

Kind regards
Karen

From: Dal Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au> **On Behalf Of** De'Ath, Michael (Health)
Sent: Wednesday, 8 January 2020 10:26 AM
To: Stewart-Moore, Karen <Karen.Stewart-Moore@act.gov.au>; De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>; Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>
Cc: Glenn, Richard <Richard.Glenn@act.gov.au>; Doran, Karen <Karen.Doran@act.gov.au>; Leigh, Kathy <Kathy.Leigh@act.gov.au>; Pulli, Tracey (Health) <Tracey.Pulli@act.gov.au>; Dal Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au>
Subject: RE: State of Alert - clarity on PICC arrangements

UNCLASSIFIED For-Official-Use-Only

Dear Karen,

Thank you for sending through the attached document for review. I have discussed with the Chief Health Officer and the communications team, and we are very comfortable with the document, with some minor changes included in the attached.

We will now commence using the document in our communications planning. As you have previously discussed with Health officials, the Directorate will email the PIC each evening to advise of planned communications for the following day as well as known communications going forward. These can then be factored into PICC planning to ensure that there is no overlap in communications.

Thank you again for developing this document which certainly clarifies arrangements going forward.

Regards

Michael De'Ath
Director General
ACT Health Directorate

From: Stewart-Moore, Karen <Karen.Stewart-Moore@act.gov.au>
Sent: Tuesday, 7 January 2020 6:59 PM
To: De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>; Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>
Cc: Glenn, Richard <Richard.Glenn@act.gov.au>; Doran, Karen <Karen.Doran@act.gov.au>; Leigh, Kathy <Kathy.Leigh@act.gov.au>
Subject: State of Alert - clarity on PICC arrangements

UNCLASSIFIED For-Official-Use-Only

Dear Michael and Bernadette

I have working with the Emergency Controller on an approval matrix to provide some clarity around PICC and what should come into the PICC and approval points in terms of the State of Alert.

Could you please respond if you have any issues with this?

I'd like to present to SEMSOG tomorrow for formal endorsement.

I am hopeful this will give the clarity we need. Please don't hesitate to call my mobile to discuss.

Kind regards
Karen

Karen Stewart-Moore | Executive Branch Manager, Communications and Engagement
Phone: 02 6205 2855 | **Mobile:** [REDACTED]
Communications & Engagement | Chief Minister Treasury and Economic Development Directorate |
ACT Government
Level 5, Canberra Nara Centre, 1 Constitution Avenue, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au

Please note: I finish at 2.30pm on Wednesdays



I acknowledge the traditional custodians of the ACT the Ngunnawal people, and their continuing connection to land and community. I pay my respect to them, and to the Elders both past and present.



Pond, Aleks (Health)

From: Furphy, Dominic (Health)
Sent: Wednesday, 8 January 2020 12:13 PM
To: Kaye, Todd (Health)
Subject: RE: Smoky air - WHS Advice

UNCLASSIFIED

Todd, no worries - we are all good bar a few so I am heading back out to PCHC

Cheers

Dom

Dominic Furphy
Acting Community Care Allied Health Manager
 Phone: 02 5124 1671 email: dominic.furphy@act.gov.au
Community Care Program | Canberra Health Services | ACT Government
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From: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Sent: Wednesday, 8 January 2020 12:11 PM
To: Furphy, Dominic (Health) <Dominic.Furphy@act.gov.au>
Subject: RE: Smoky air - WHS Advice

UNCLASSIFIED

Thanks Dom.
 Any major concerns today?

Todd

From: Furphy, Dominic (Health) <Dominic.Furphy@act.gov.au>
Sent: Wednesday, 8 January 2020 12:04 PM
To: CC Nursing PHC <CCNursingPHC@act.gov.au>; Murrells, Tami (Health) <Tami.Murrells@act.gov.au>; Maher, Rhonda (Health) <Rhonda.Maher@act.gov.au>; Raaschou, Michelle (Health) <Michelle.Raaschou@act.gov.au>; Benkovic, MaryAnne (Health) <MaryAnne.Benkovic@act.gov.au>; Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Subject: FW: Smoky air - WHS Advice

UNCLASSIFIED

Hi All

I am resending the email below and links for your information and sharing.

I would like to stress that the N95 and P2 mask operate in the same way – this is based on the advice that we have been provided.

The all staff emails that we are receiving which contain videos of the daily Briefings are very informative and provide us with the most current information. I strongly encourage staff to watch or at least read these emails which provide a short summary. They contain short videos to summarise key points.

Of particular interest is the video from Dr Schembri – Director of Respiratory sat TCH
<https://www.youtube.com/watch?v=1hS4n-auQgg&feature=youtu.be>

I would like to reassure staff that there is lots of work going on in the background across the Territory involving all Directorates to prepare for any worst case scenario. The ACT is well prepared and the Briefings provide this information. Our agencies are constantly monitoring and reviewing the situation in the ACT and surrounding areas and CHS are sharing this information with staff as soon as it becomes available.

I am planning on heading out to PCHC this afternoon to make a start on getting the new laptops up and running. If any staff have any querstinos please feel free to come and chat to me.

Cheers

Dom

Dominic Furphy

Acting Community Care Allied Health Manager

Phone: 02 5124 1671 email: dominic.furphy@act.gov.au

Community Care Program | Canberra Health Services | ACT Government

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From: Furphy, Dominic (Health)

Sent: Thursday, 2 January 2020 1:15 PM

To: Maher, Rhonda (Health) <Rhonda.Maher@act.gov.au>; Symonds, Juliana (Health)

<Juliana.D.Symonds@act.gov.au>; Moore, Kari (Health) <Kari.Moore@act.gov.au>; CC Nutrition

<CCNutrition@act.gov.au>; CC Nursing PHC <CCNursingPHC@act.gov.au>; CC Nursing CHC

<CCNursingCHC@act.gov.au>; CC Nursing THC <CCNursingTHC@act.gov.au>; CC Nursing BHC

<CCNursingBHC@act.gov.au>; CC Nursing LINK <CCNursingLINK@act.gov.au>; Mclean, Amanda (Health)

<Amanda.Mclean@act.gov.au>; Higgins, Patrice (Health) <Patrice.Higgins@act.gov.au>; Moore, Kari (Health)

<Kari.Moore@act.gov.au>; Coates, Libby (Health) <Libby.Coates@act.gov.au>; Benkovic, MaryAnne (Health)

<MaryAnne.Benkovic@act.gov.au>; Murrells, Tami (Health) <Tami.Murrells@act.gov.au>; Feltham, Vaughn (Health)

<Vaughn.Feltham@act.gov.au>; Muis, Leontine (Health) <Leontine.A.Muis@act.gov.au>; Maher, Kerryn (Health)

<Kerryn.Maher@act.gov.au>; Brayne, Carmel (Health) <Carmel.Brayne@act.gov.au>

Subject: FW: Smoky air - WHS Advice

UNCLASSIFIED

Hi All

Please see the email below and distribute to your teams and anyone who has been missed off the distribution list.

N95 Masks are being delivered to the community health centres and village creek today. I have been informed that the N95 masks operate in the same way as the P2 masks.

Below are some useful links with information which is being regularly updated, such as the health web site.

Regards

Dom

Dominic Furphy

Acting Community Care Allied Health Manager

Phone: 02 5124 1671 email: dominic.furphy@act.gov.au

Community Care Program | Canberra Health Services | ACT Government
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From: Mercieca Lima, Peta (Health)
Sent: Thursday, 2 January 2020 10:15 AM

Subject: Smoky air - WHS Advice

UNCLASSIFIED

Hi Everyone,

The information below provides some useful advice

<https://healthhub.act.gov.au/emergency-safety/work-health-and-safety>

Air Quality Issues

Infrastructure and Health Support Services (IHSS) are monitoring the fans and air conditioning across all buildings, however, smoke is likely to continue to be present inside our buildings.

There is no need to contact IHSS about your air conditioning unless you notice a severe change in air quality.

P2 Masks

P2 masks for staff are available through supply. P2 masks are rated to filter fine particles if fitted correctly. To order the area will need to supply a cost centre and go to the loading dock to pick them up. The contact number is x42979

They will be prioritised for areas such as Intensive Care, Neonatal Intensive Care, the Emergency Department, 14B, Paeds and for staff working outside e.g. home visits, etc if supplies become low.

For further information on the P2 Mask and how it should be fitted, see attached fact sheet from ACT Health, also accessible at the following link

<https://www.health.act.gov.au/sites/default/files/2019-12/Outdoor%20Smoke%20Health%20Impacts%20Factsheet%20-%20Dec%202019%20-%20FINAL.pdf>

General Health information is available on the ACT Health Directorate website

<https://www.health.act.gov.au/about-our-health-system/population-health/environmental-monitoring/monitoring-and-regulating-air-0>

Health alert issued yesterday has a good summary of what to do regarding health issues

<https://www.health.act.gov.au/public-health-alert/air-quality-deterioration-across-act-smoke>

Summary of options available

- Seek medical advice for anyone experience wheezing, chest tightness or difficulty breathing
- Minimise time staff are outside of buildings
- Keep all doors and windows closed
- Use P2 masks when going outside
- Ensure water is available to staff
- Reschedule non-essential home visits
- Drive carefully when there is limited visibility
- If driving, have plenty of water in your vehicle

Kind Regards,

Peta

Peta Mercieca Lima | Assistant Director, Occupational Violence Prevention and WHS Projects

Phone: 02 5124 9594 | Mobile: [REDACTED] Email: peta.merciecalima@act.gov.au

Work Health Safety | People and Culture | Canberra Health Services | ACT Government

Level 1, Building 23 Canberra Hospital | health.act.gov.au

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Pond, Aleks (Health)

From: Kaye, Todd (Health)
Sent: Wednesday, 8 January 2020 12:13 PM
To: Keen, Michael (Health)
Cc: Schorsch, Kate (Health)
Subject: RE: MDC Air quality brief points [SEC=UNCLASSIFIED]

UNCLASSIFIED

Thank you Michael, this looks like a sensible plan for the coming days.

Todd

From: Keen, Michael (Health) <Michael.Keen@act.gov.au>
Sent: Wednesday, 8 January 2020 11:00 AM
To: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Cc: Schorsch, Kate (Health) <Kate.Schorsch@act.gov.au>
Subject: FW: MDC Air quality brief points [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hi Todd,

I asked for a plan for service delivery from Mobil Dental Clinics moving forward.

Please see attached short term plan – this will be monitored ongoing.

Regards

Michael

From: Holm, Vanessa (Health) <Vanessa.M.Holm@act.gov.au>
Sent: Wednesday, 8 January 2020 10:42 AM
To: Keen, Michael (Health) <Michael.Keen@act.gov.au>
Subject: MDC Air quality brief points [SEC=UNCLASSIFIED]

Good morning Michael,

Briefing points as requested:

Due to ongoing concerns with air quality OHS has the following plan in place to manage outreach dental services.

Friday 10/1/2020 – known poor air quality and high temperatures. No service planned – restocking TAP MDC cancelled. Dental team now rostered at BHC for a full clinical day.

Mon 13/1/2020 – unknown air quality. TAP MDC service cancelled at Pilgrim House. Dental team rostered AM at BHC for clinical session, blocked PM for restocking of TAP MDC at GHC.

Tuesday 14/1/2020 – UCH TAP MDC service full clinical day (as planned).

Thursday 16th and 17th TAP MDC services (as planned).

Outreach services will be advised of changes to service delivery – Outreach service clients will be triaged and offered priority appointments at community dental clinics as per OHS business rules. Clinical teams will be rostered to a community dental clinic if TAP MDC services cancelled.

OHS management will assess air quality daily and manage outreach services on TAP MDC.

School MDC and Nursing Home MDC scheduled to recommence services on 3/2/2020

Kind regards

Vanessa

Dr Vanessa Holm (BDS, AssDegSDT, GradCertBus (PSMP))
Senior Dentist, Mobile Dental Clinics and Alexander Maconochie Centre
Tuesday, Wednesday and Friday
Phone [REDACTED] Email: vanessa.m.holm@act.gov.au
Oral Health Services | Rehabilitation, Aged and Community Services (RACS)
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**Canberra Health
Services**

Ramsay, Michelle (Health)

From: Hammat, Janine (Health)
Sent: Wednesday, 8 January 2020 12:50 PM
To: McDonald, Bernadette (Health); Chatham, Elizabeth (Health); Peffer, Dave (Health); Kohlhagen, Linda (Health)
Subject: FW: ANMF advice for nurses and midwives in the community setting
Attachments: ANMF Update for Nurses and Midwives working in Community Settings - Retraction.pdf

UNCLASSIFIED For-Official-Use-Only

See below and attached. they will send this out shortly.

Regards,

Janine

Janine Hammat | Executive Group Manager
 Phone: 02 5124 9631 | Email: janine.hammat@act.gov.au
 People and Culture | Canberra Health Services | ACT Government
 Level 1 Building 23 Canberra Hospital
 PO Box 11 WODEN ACT 2606 | health.act.gov.au
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From: [REDACTED]
Sent: Wednesday, 8 January 2020 11:46 AM
To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Subject: Re: ANMF advice for nurses and midwives in the community setting

Dear Janine

I hope this finds you well.

Matt has asked me to follow up with you regarding the ANMF corro inquiry from Cathie O'Neill and mentioned that you would be calling this morning - very keen to talk about the misinformation the ANMF sent out to members regarding masks.

In the meantime, we have put together a corro update - retraction of mask information and wanted to run it by you to ensure that our information was adequate. If there is anything you think we should add or omit, could you please advise?

I understand you may be in meetings, but could you call me when you get a free moment?

Many thanks,

Kind regards
 [REDACTED]

██████████
 Lead Organiser

T 6282 9455 F 6282 8447
 E anmfact@anmfact.org.au W anmfact.org.au
 2/33 Dundas Court, PHILLIP ACT 2606
 PO Box 4, WODEN ACT 2606



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From: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Sent: Tuesday, 7 January 2020, 6:24 pm
To: ██████████
Subject: FW: ANMF advice for nurses and midwives in the community setting

UNCLASSIFIED For-Official-Use-Only

Hi ██████████ see below. Can we have a quick discussion in the morning?

Regards,

Janine

Janine Hammat | Executive Group Manager
 Phone: 02 5124 9631 | Email: janine.hammat@act.gov.au
 People and Culture | Canberra Health Services | ACT Government
 Level 1 Building 23 Canberra Hospital

PO Box 11 WODEN ACT 2606 | health.act.gov.au

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From: O'Neill, Cathy (Health) <Cathy.O'Neill@act.gov.au>
Sent: Tuesday, 7 January 2020 5:38 PM
To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Cc: Green, Sally (Health) <Sally.Green@act.gov.au>; Kohlhagen, Linda (Health) <Linda.Kohlhagen@act.gov.au>
Subject: ANMF advice for nurses and midwives in the community setting

Dear Janine,

I have significant concerns regarding the advice provided by the ANMF today for community workers. It appears to contradict the current advice we are receiving from Bernadette's briefings (and the Director of Respiratory) to provide to nursing and midwifery staff home visiting which is that:

- For healthy people a mask is not necessarily of benefit
- the orange masks are **as effective** as the P2 masks for the smoke, if they fit well and the advice remains that **if you choose** to wear a mask that they need to be changed if they become wet or after 2 hours.

If this is incorrect or I have misinterpreted the message please let me know otherwise I am very concerned that with the conflicting advice the staff will feel confused as to what they should be doing and this needs to be clarified immediately. Additional as you are aware we do not have the P2 masks to provide to staff. Below is an example of the advice provided to the MACH staff.

Can you please clarify the communication for nursing and midwifery staff in light of the advice from the ANMF?

Many thanks

Kind regards,

Cathy O'Neill

Director of Nursing and Midwifery
 Phone: 02 5124 7470 | Email: cathy.o'neill@act.gov.au
 Women's Youth and Children | Canberra Health Services | ACT Government
 Yamba Drive, Garran ACT 2605 |

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Our values are Reliable, Progressive, Respectful, and Kind

Our vision is creating exceptional healthcare together

Our role is to be a health service that is trusted by our community.



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From: Ringland, Cathy (Health) <Cathy.Ringland@act.gov.au>

Sent: Friday, 3 January 2020 2:17 PM

To: Aherne, Rebecca (Health) <Rebecca.Aherne@act.gov.au>; Campbell, CatherineT (Health) <CatherineT.Campbell@act.gov.au>; Campbell, Sally (Health) <Sally.Campbell@act.gov.au>; Colliver, Deborah (Health) <Deborah.Colliver@act.gov.au>; Crane, Meryl (Health) <Meryl.Crane@act.gov.au>; Golley, Pip (Health) <Pip.Golley@act.gov.au>; Helliwell, Chelsey (Health) <Chelsey.Helliwell@act.gov.au>; Herbert, Genny (Health) <Genny.Herbert@act.gov.au>; Irving, JulieG (Health) <Julie.G.Irving@act.gov.au>; McDean, Dianne (Health) <Dianne.R.McDean@act.gov.au>; McDonald, Linda (Health) <Linda.M.McDonald@act.gov.au>; Murphy, Louise (Health) <Louise.Murphy@act.gov.au>; Newall, Kate (Health) <Kate.Newall@act.gov.au>; Nissen, Julianne (Health) <Julianne.C.Nissen@act.gov.au>; Roberson, Bronwyn (Health) <Bronwyn.Roberson@act.gov.au>; Sansum, Catherine (Health) <Catherine.Sansum@act.gov.au>; Sweetman, Rebecca (Health) <Rebecca.Sweetman@act.gov.au>; Taylor, MeganB (Health) <MeganB.B.Taylor@act.gov.au>; Thomas, Carolyn (Health) <Carolyn.Thomas@act.gov.au>; Tinning, Cassandra (Health) <Cassandra.Tinning@act.gov.au>; Vivian, Suzanne (Health) <Suzanne.Vivian@act.gov.au>; Warwick, Judith (Health) <Judith.Warwick@act.gov.au>; Teivonen, Liisa (Health) <Liisa.Teivonen@act.gov.au>; Payman, Nahal (Health) <Nahal.Payman@act.gov.au>; Harilal Chawla, Bhavna (Health) <Bhavna.HarilalChawla@act.gov.au>

Cc: Colliver, Deborah (Health) <Deborah.Colliver@act.gov.au>; Bracher, Katrina (Health) <Katrina.Bracher@act.gov.au>; O'Neill, Cathy (Health) <Cathy.O'Neill@act.gov.au>; Kohlhagen, Linda (Health) <Linda.Kohlhagen@act.gov.au>

Subject: Current Alert status in the ACT

Importance: High

UNCLASSIFIED

Hi All,

This morning I attended a staff briefing at the hospital followed by an executive meeting regarding the current alert status in the ACT. Briefings will be held twice a day at 9.30am and 4pm over the next 3 days in the hospital auditorium, all staff are welcome to attend. Bernadette may not be present at all as she will be largely based at the Emergency Command Centre at Fairburn with other DDG's. Liz Chatham is heading the Hospital Emergency Operations Centre based at the hospital until 8am on Monday. I am also on that roster till 8am Monday.

Firstly I would encourage you to read the all staff emails that are coming in re the current situation as the main source of communication. By way of an update, in the interim until formal communication is sent out from Bernadette McDonald's office please see information below that may assist. Would all managers please distribute this to all staff members that are currently at work.

- Health is deemed an essential service, as such it is business as usual.
- All areas have been affected to varying degrees by the significant smoke we are experiencing across the ACT. It is uncomfortable. If staff are affected by the smoke please discuss this with your manager. Bernadette indicated that if the air conditioning is turned down then the clinical spaces will heat up. It is a fine balance. Due to the extent of the current fires in NSW and Victoria and the associated high temperatures it is highly likely that we may experience this smoke for some time.
- **Masks – Bernadette has received a number of queries re use of masks. The message is if staff want to use masks they should do so. I delivered masks (Proshield N95 Medium) to all health centres yesterday and if you require more please speak with your manager. I learnt today they have a 2hr life span and so have obtained an additional supply. So as per previous emails if you need to be outdoors I would encourage you to limit the time.**
- Please familiarise yourself with the Business Continuity Plans (BCP) <https://actgovernment.sharepoint.com/sites/intranet-health/BCM/default.aspx> and the emergency safety plans <https://healthhub.act.gov.au/emergency-safety/emergency-plans> (the latter as previously sent by Louise).
- In the event that power is lost, alternative communication options will be initiated in CHS. This may include SMS messages. Bernadette encouraged staff to wait for updates and reiterated that in the event of an emergency communication is a priority.
- Bernadette has been approached re making donations and suggested that this is done via Red Cross.
- Bernadette acknowledged the personal impact that this situation is having on many people and encouraged all staff to look after themselves and each other. The key messages are that we remain calm, communicate and use common sense.

Personally I would like to acknowledge and thank the staff that have continued to deliver services to the Canberra community over the last several weeks that we have experienced the smoke and particularly over the last few days.

I would encourage you to follow the ACT emergency services agency esa.act.gov.au over the weekend. Please stay safe and don't hesitate to contact me about any of the above.

Kind regards, Cathy.

Cathy Ringland RN

Acting Assistant Director of Nursing | Division of Women, Youth & Children Community Health Programs |
Canberra Health Services | ACT Government

Phone (02) 5124 1607

1 Moore Street, Level 3, Canberra City

www.health.act.gov.au



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Australian
Nursing &
Midwifery
Federation
AUSTRALIAN CAPITAL TERRITORY

UPDATE FOR NURSES AND MIDWIVES WORKING IN COMMUNITY SETTINGS - RETRACTION

DECREASED AIR QUALITY IN THE ACT

Dear members,

On Tuesday 7 January 2019 The Australian Nursing and Midwifery Federation ACT Branch (ANMF) sent correspondence regarding the use of masks during periods of decreased air quality that may have caused confusion.

The ANMF wishes to retract this information and refers members to the following information provided by ACT Health:

Health Advice for Smoke

<https://health.act.gov.au/public-health-alert/heavy-smoke-and-hot-conditions-act#p2n95masks>

Use of P2/N95 masks

<https://health.act.gov.au/sites/default/files/2020-01/Information%20sheet%20-%20use%20of%20masks%20-%206%20Jan%202020.pdf>

Note: Other advice provided by the ANMF in relation to escalation of concerns to management, including completion of all mandatory reporting and documentation and workers compensation, remain current.

The ANMF apologises for any confusion caused. For further inquiries please contact the ANMF ACT Branch on 02 6282 9455

In union

The ANMF ACT Team

Authorised by Matthew Daniel, ANMF ACT Branch Secretary, 2/53 Dundas Court PHILLIP ACT 2606



02 6282 9455



anmfact@anmfact.org.au



www.anmfact.org.au



ANMF ACT

Ramsay, Michelle (Health)

From: Howard, Scott (Health)
Sent: Wednesday, 8 January 2020 1:00 PM
To: McDonald, Bernadette (Health)
Cc: Chatham, Elizabeth (Health)
Subject: Re: CMO media release likely issue lunchtime on managing effects of prolonged exposure to smoke

Thanks Bernadette. We'll review this and make sure our internal factsheet is also consistent.

Kind regards

Scott Howard
 Acting Senior Director Communications and Engagement
 M [REDACTED]
 E. scott.e.howard@act.gov.au

From: McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>
Sent: Wednesday, January 8, 2020 11:47:07 AM
To: Howard, Scott (Health) <Scott.E.Howard@act.gov.au>
Cc: Chatham, Elizabeth (Health) <Elizabeth.Chatham@act.gov.au>
Subject: FW: CMO media release likely issue lunchtime on managing effects of prolonged exposure to smoke

UNCLASSIFIED

FYI

From: Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>
Sent: Wednesday, 8 January 2020 9:35 AM
To: ACT Health, HPSOps <ACTHealthHPSOps@act.gov.au>; Pulli, Tracey (Health) <Tracey.Pulli@act.gov.au>; Dal Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au>; Johnston, Vanessa (Health) <Vanessa.Johnston@act.gov.au>; Behm, Claire (Health) <Claire.Behm@act.gov.au>; PICC01 <PICC01@act.gov.au>; PICC02 <PICC02@act.gov.au>
Cc: De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>; McKerlie, Donna (Health) <Donna.McKerlie@act.gov.au>; Cook, Caitlin <Caitlin.Cook@act.gov.au>; Doran, Karen <Karen.Doran@act.gov.au>; Jonasson, Kylie (Health) <Kylie.Jonasson@act.gov.au>
Subject: CMO media release likely issue lunchtime on managing effects of prolonged exposure to smoke

UNCLASSIFIED

Hi all

Just a heads up

A media release is likely to be issued by Cwlth CMO around midday on Managing Effects of Prolonged Exposure to Smoke.

The messages align with our messaging – a quick cross-check may be required once it is published.

This will be followed up by a few fact sheets hopefully by the end of the week – we are working in partnership with NCEPH, NSW and Cwlth on these.

Additionally, please note advice issued from RANZCOG recently.

<https://ranzcof.edu.au/news/statement-on-prolonged-exposure-to-bushfire-smoke>

thanks, Kerryn

Kerryn

Public Health, Protection and Regulation | ACT Health Directorate

PH 5124 9442 | MOB [REDACTED]

25 Mulley Street, HOLDER ACT 2611 | GPO Box 825, Canberra City ACT 2601

E Kerryn.coleman@act.gov.au W <https://health.act.gov.au/>

Pond, Aleks (Health)

From: Muis, Leontine (Health)
Sent: Wednesday, 8 January 2020 1:05 PM
To: Murphy, Andrew (Health)
Cc: Kaye, Todd (Health); Maher, Rhonda (Health); Murrells, Tami (Health)
Subject: RE: Concerns re management of air quality for 24 hr Link team staff: Level 3, Building 6, TCH

UNCLASSIFIED

Hi Andrew,

Thankyou for your time and your visit to Level 3 today – it was much appreciated.

Just to summarise the main strategies:

- All air-conditioning units are to remain on at all times in order to promote positive pressure to minimise the entry of smoke – I will advise my team and have also spoken with the Clinical Trials team members who are also on our level on the other side of the corridor
- All windows and Fire doors are to be kept closed – we will make up signs and post these around the building
- Alternative locations for our staff will be considered should these strategies not prove sufficient

To date the Link staff generally contact the Afterhours Nursing supervisors if they are encountering problems afterhours.

May I confirm that this would be the best course of action?

I will provide updates as to how we are faring with air management.

Kind regards,

Leontine Muis

Nurse Manager Link Team & Complex Houses

Phone (02) 5124 2900 [REDACTED] Email: Leontine.A.Muis@act.gov.au

RACS Community Nursing | Canberra Health Services | ACT Government

TCH, Building 6 Level 3 East Wing | health.act.gov.au

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From: Muis, Leontine (Health)
Sent: Wednesday, 8 January 2020 9:40 AM
To: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Cc: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Subject: Concerns re management of air quality for 24 hr Link team staff: Level 3, Building 6, TCH
Importance: High

UNCLASSIFIED

Dear Andrew,

It was suggested I approach you re concerns re air quality for my team members in Building 6, TCH.

The Link team is a community nursing team which operates on a 24 hour basis primarily providing afterhours rapid response care (hospital prevention) to the Canberra community. We are located on Level 3, Building 6 and access

our vehicles from the car park behind to attend home visits including overnight, weekends and Public Holidays. We also transport our clinical stock to the cars from the building.

The service is the frontline service overnight for Home Based Palliative Care visits and we also support two ventilator houses in the community; one in Ainslie and one in Banks.

We had significant issues last weekend with smoke entering Building 6 via windows on our level that are not properly sealed.

We also have noted that there is inconsistent management of window and fire door closure in the building.

Would it be possible:

- to perhaps identify one or reduced entry points to the building.
- have signage on entry doors to the building reminding everyone to keep fire doors and windows shut.
- have security staff check in the evening and overnight to ensure that the windows and doors on all levels are shut.

Our team is contactable by our 24 hours mobile no [REDACTED]

Would it be possible to discuss our concerns and appropriate strategies further so that we can endeavour to mitigate our environment as much as possible over the coming days.

NB I carry the mobile phone during the day.

Very many thanks for your assistance,

Kind regards,

Leontine Muis

Nurse Manager Link Team & Complex Houses

Phone (02) 5124 2900/[REDACTED] Email: Leontine.A.Muis@act.gov.au

RACS Community Nursing | Canberra Health Services | ACT Government

TCH, Building 6 Level 3 East Wing | health.act.gov.au

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Whittall, Christine (Health)

From: Lim, Boon (Health)
Sent: Wednesday, 8 January 2020 1:06 PM
To: McDonald, Bernadette (Health); Kohlhagen, Linda (Health)
Subject: RE: CMO media release likely issue lunchtime on managing effects of prolonged exposure to smoke

UNCLASSIFIED

Many thanks Bernadette,

Just in case you have not seen this:

<https://www.abc.net.au/news/health/2020-01-07/prolonged-bushfire-smoke-creates-new-health-risks/11844934>

Kind regards,

Boon

Assoc. Prof. Boon H Lim
 Clinical Director
 Department of Obstetrics and Gynaecology
 Division of Women, Youth and Children
 Canberra Health Services
 Level 2, Building 11, Canberra Hospital
 Garran
 ACT 2605
 Australia

Tel: +61 (0)2 6174 7591

Mobile: [REDACTED]



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From: McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>
Sent: Wednesday, 8 January 2020 11:48 AM
To: Kohlhagen, Linda (Health) <Linda.Kohlhagen@act.gov.au>; Lim, Boon (Health) <Boon.Lim@act.gov.au>
Subject: FW: CMO media release likely issue lunchtime on managing effects of prolonged exposure to smoke

UNCLASSIFIED

FYI

From: Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>
Sent: Wednesday, 8 January 2020 9:35 AM
To: ACT Health, HPSOps <ACTHealthHPSOps@act.gov.au>; Pulli, Tracey (Health) <Tracey.Pulli@act.gov.au>; Dal

Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au>; Johnston, Vanessa (Health) <Vanessa.Johnston@act.gov.au>; Behm, Claire (Health) <Claire.Behm@act.gov.au>; PICCO1 <PICCO1@act.gov.au>; PICCO2 <PICCO2@act.gov.au>

Cc: De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>; McKerlie, Donna (Health) <Donna.McKerlie@act.gov.au>; Cook, Caitlin <Caitlin.Cook@act.gov.au>; Doran, Karen <Karen.Doran@act.gov.au>; Jonasson, Kylie (Health) <Kylie.Jonasson@act.gov.au>

Subject: CMO media release likely issue lunchtime on managing effects of prolonged exposure to smoke

UNCLASSIFIED

Hi all

Just a heads up

A media release is likely to be issued by Cwlth CMO around midday on Managing Effects of Prolonged Exposure to Smoke.

The messages align with our messaging – a quick cross-check may be required once it is published.

This will be followed up by a few fact sheets hopefully by the end of the week – we are working in partnership with NCEPH, NSW and Cwlth on these.

Additionally, please note advice issued from RANZCOG recently.

<https://ranzocg.edu.au/news/statement-on-prolonged-exposure-to-bushfire-smoke>

thanks, Kerryn

Kerryn

Public Health, Protection and Regulation | ACT Health Directorate

PH 5124 9442 | MOB [REDACTED]

25 Mulley Street, HOLDER ACT 2611 | GPO Box 825, Canberra City ACT 2601

E Kerryn.coleman@act.gov.au W <https://health.act.gov.au/>

Pond, Aleks (Health)

From: McKerlie, Donna (Health)
Sent: Wednesday, 8 January 2020 1:11 PM
To: Kohlhagen, Linda (Health); Ludvigson, John (Health); Wakefield, Katherine (Health); Lamb, Denise (Health); Turnbull, Ian (Health); Wells, Michelle (Health); Wells, Patrick (Health); McRae, Cree (Health); McNiven, Peter (Health); Moerman, Mark (Health); Jordan, Ally (Health); Hutchins, Tracy (Health); Maguire, Anne (Health); Lawrence, Tania (Health); Abhayaratna, Walter (Health); Wood, Daniel (Health); Noffke, Kellie (Health); Lang, Kellie (Health); Murphy, Andrew (Health); O'Halloran, Peter (Health); Landale, Kevin (Health); Wells, Rebecca (Health); Murray, Ryan (Health); Davis, Jillian (Health); Needham, Heather (Health); Paramadhathil, Anil (Health); Gilmore, Lisa (Health); Bower, Linda (Health); Kaye, Todd (Health); Collins, Sarajane (Health); O'Neill, Cathie (Health); Alexander, Tonia (Health); Carriage, Debby (Health); Cleary, Donna (Health); Lawrence, Tania (Health); Burns, Cathy (Health); Plant, Deborah (Health); Hammat, Janine (Health); O'Neill, Cathy (Health); Taylor, Jacqui (Health); Ngu, Charles (Health); Lazarus, Sam (Health); Mossman, Wendy (Health); Mooney, Colm (Health); Chatham, Elizabeth (Health)
Cc: McDonald, Bernadette (Health)
Subject: Incident Management Team and HEOC standby
Attachments: HIMT Incident Action Plan Jan 6 20 1700 final LK comments.docx; 20200108 Contacts IMT.docx

UNCLASSIFIED

Hello All,

The CHS HEOC remains stood down but still set up in case we need it in the near future due to further smoke / heat in the ACT.

The current IMT Team roster is now dissolved and new IMT roles and contacts for Friday are attached. IF YOU CANNOT FILL YOUR ROLE, PLEASE CONTACT ME **ASAP** SO I CAN FIND A SUITABLE ALTERNATE.

I have also attached the final Action Plan for the previous bushfire/smoke incident. Could the previous participants (IMT/Divisional contacts) ensure all tasks assigned to you on the attached Action Plan are actioned and an email sent to myself for confirmation, so I can close that incident off **by end of this week**.

Please don't hesitate to contact me if you have any questions.

Kind Regards

Donna McKerlie

Director Emergency Management

Hospital Emergency Management Coordinator

Office of the Chief Operating Officer | Canberra Health Services | ACT Government

T: 02 5124 5324 | M: [REDACTED] | E: donna.mckerlie@act.gov.au

Building 24, Level 1, Canberra Hospital, Yamba Drive, Garran ACT 2605

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INCIDENT ACTION PLAN



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**Canberra Health
Services**

This Incident Action Plan is for use in the Canberra Health Service (CHS) Health Emergency Operations Centre (HEOC) by the CHS Incident Management Team (IMT).

Note: The **Logistic Lead** in the IMT is responsible for the developing and maintaining the Incident Action Plan

Incident Action Plan (IAP) Details:

Date and Time IAP developed:		Monday 6 January 2020 (0830) Updated: 17.00	
IAP No (or description):	Abnormal Smoke Conditions in Buildings at CH (and non-acute sites)	Incident Level (circle):	1
IAP commences: (operational period)	0900	IAP expires: (operational period)	1700
IAP prepared by:	Linda Bower	IAP authorised by:	Linda Kohlhagen
IMT role (as allocated):	EMC	IMT role (as allocated):	Hospital Commander

1. Situation Examples: disease, natural hazard, mass casualty accident, terrorism Prompts: Weather, disease trends, resources, hazards & safety	Summary of Current Situation: Reports of abnormal smoke levels filtering into Canberra Health Services buildings. The smoke is being caused by bushfires burning across NSW and VIC and wind directing smoke into the ACT, impacting of staff and patient comfort and welfare.
	Summary of Predicted Situation: Smokey conditions are expected to have an impact for a number of days. Ongoing management of CHS environment will continue until smoke dissipates.
2. Mission	Initial Mission/Objective: Limit smoke's infiltration and impact on Canberra Health Service buildings located across the ACT; and maintain staff

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<p>What is the IMT focussed on achieving?</p> <p>(see next page...)</p> <p>SMART Objectives (should be achievable by the expiry of the IAP):</p> <ul style="list-style-type: none"> Specific Measurable Achievable Realistic Timely <p>(Note: the initial approach may need to be amended if required during the IAP operational period which will require an update eg an alternate mission/objective)</p>	<p>comfort as far as practicable during the presence of abnormal level of smoke (consideration of patient and staff welfare)</p> <hr/> <p>Alternate Mission/Objective:</p>
<p>3. Execution</p> <p>Strategy and methods of completing the Objectives outlined in the Mission above.</p>	<p>HEOC to lead any actions to be undertaken.</p> <p>Divisional Representatives to report findings to HEOC.</p>
<p>4. Administration</p> <p>Personnel and equipment required.</p> <p>(consider Finance implication and if resource is required to capture records during incident).</p>	<p>Spreadsheet has been set up to by Emergency Management Coordinator (EMC). CEO has requested that all expenses and invoices are emailed to the EMC Unit – Donna McKerlie and Linda Bower and copied to CHSCOO@act.gov.au</p>
<p>5. Control, Coordination and Communications</p>	
<p>Hospital Commander (Incident controller)</p> <p>LINDA KOHLHAGEN EMC: Linda Bower</p>	<p>Agenda/Actions:</p> <p>NOTE: All correspondence is to be cleared by Linda Kohlhagen as HComm.</p> <ul style="list-style-type: none"> • DENISE: has been in contact with Nicola Yates, Southern NSW Local Health District who are requesting medical and nursing staffing support. This is from now for up to a 4-6

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	<p>week period. Divisions have been asked to identify appropriate staff. Feedback to be provided to Denise Lamb who will coordinate.</p> <ul style="list-style-type: none"> • TONIA: Calvary Public Hospital Bruce (Calvary) to be advised of MRI status when appropriate. All Calvary MRIs to be done on site rather than transfer to Canberra Hospital. • DENISE: Medical Imaging to develop Contingency Plan should CHS MRIs be offline for an extended period of time in the future - agreement with National Capital Private Hospital (NCPH) regarding support for CHS, and arrangements in place regarding staffing. Private medical imaging companies have agreed to assist. Agreement that for inpatient MRIs, if machines go down patients will be transferred to private providers. Planning for this situation will be undertaken by Medical Imaging from Wednesday (8 January 2020). Outpatient referrals/bookings will be referred to private providers. • KATH: Comfort packs - has confirmed status update on contents delivery for Comfort Packs. To confirm next distribution of packs to Canberra Hospital and all other CHS sites. • KATH: To draft Factsheet to be included with the Comfort Packs and information also to be sent as an All Staff email communication. • KATH: to contact divisional representatives and let them know how to get extra supplies of Comfort Pack items. COO Office is the contact for additional supplies, and AHHM at UCH/CH afterhours. QSII will review further distribution Tuesday. • KATH: has confirmed with Todd Kaye that Community Health Centres are receiving communication. • ANDREW: HEOC to be provided with a list of doors that are closed/locked and sealed including non-inpatient and community settings. • ANDREW: confirmed ASU issues were related to AC - has been resolved. CCU much improved (with doorway closed). Other areas to be reviewed include ED MHJHADS area, Residences, 9A, e-rostering, and Gaunt Place. Air quality testing has provided data for multiple TCH areas. Results are to be passed onto the Clinical Advisory team for consideration and advice. FM job raised for Gaunt Place. e-rostering area reviewed, and FM are unable to improve conditions. Current conditions in e-rostering are
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	<p>manageable but will reflect outside environment as it changes.</p> <ul style="list-style-type: none"> • ANDREW: Accommodation team to review areas that staff could temporarily relocate to if conditions are unsuitable. • ANDREW: work is underway to review the pumps that support MRI so that MRIs can continue working. FM advise that no improvements to air quality in MRI area are possible in the short term. • DENISE: To obtain the number of patients now waiting for MRI - at present no patients waiting more than the normal scheduled period. • Denise: Clinical Workgroup coordinated by Jacqui Taylor was meeting at 2pm. Members to include ACT CHO Kerryn Coleman; Geriatrician - Dr Anil Paramadhathil; Pediatrician' Director of Respiratory Medicine; Professor Desmond Yip' and ED. • COMMS: Message for Switchboard and frontline administrative staff to provide guidance to the community on any smoke related enquiries has been completed. • DENISE: has confirmed Cathie O'Neill has discussed with WICs current smoke levels – all fine. An additional staff member has been rostered to the afternoon shift to enable staff to have breaks or leave if impacted by smoke levels. • DONNA: has contacted ECC and AHD to request them to provide a phone line for members of the public to call if they have enquiries regarding the availability and use of masks. No response as of 4.20pm. • KATH: CHS switch 'on hold' messaging to be updated to advise that CHS does not stock or distribute masks and where to go for advice. Has been completed by Andrew • DENISE: To check in with Social Worker Nancy Jacobs to see if she needs more support. • KATH: To check on plans for longer term staff support.to be coordinated by COO's Office post stand down of HEOC • ANDREW: has had conversation with Daniel Guthrie regarding CHS's obligation for providing air quality as a safe workplace. Once results are received, risk assessment to be undertaken that outlines mitigation strategies that are/have been implemented. • ANDREW: identification of other sites to be tested for air quality later this week. Testing scheduled for Wednesday 8th Jan. • ANDREW: Deb Plant (A/g ED, MHJHADS) has provided feedback to Minister for Mental Health regarding support for staff and detainees. To confirm if JACS arranging any
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	<p>air quality testing for AMC. Air quality acceptable in office space at AMC. No further testing to be conducted.</p> <ul style="list-style-type: none"> • Divisional Reps: DSD factsheet to be distributed to divisional staff re: Microsoft Teams app. • DONNA: has asked ECC/BOM for longer term smoke/heat forecasting – has been informed it will be 2 days. • DONNA: To work with Ian Turnbull (FBI Divisional Representative) regarding setup of a project code for costs. • PATRICK: Updated HEOC roster and updated key divisional representatives list to be distributed. • ANDREW: Usage of masks to be monitored. Daily usage report will be provided to HEOC. Additional 28000 masks to arrive later in the week. No supply issues anticipated in the short to medium term. • ANDREW: Plan to be developed to mitigate impact of increased temperatures on Building 12 i.e. ICU, ED and Theatres when on generator power as air conditioning will not be cooled. Contingency plans discussed with CEO. Air conditioning expected to perform normally on Friday as overnight temperatures are favorable and peak temperatures are within operational tolerances. • PATRICK: Hand-over meeting with COO and CEO to be arranged for Tuesday 7 January.
<p>Logistics Lead (Develop IAP and responsible for clinical support eg Who, What, Where, When of resources not readily available)</p> <p>KATH WAKEFIELD Scribe: Tracy Hutchins</p>	<p>See Actions in Hospital Commander box</p>
<p>Operations Lead (FM, (Fire/safety/security, Switchboard/reception, parking/fleet/transport, volunteers)</p> <p>ANDREW MURPHY Scribe: Ally Gumm</p>	<p>See Actions in Hospital Commander box</p>
<p>Planning Lead (Incident management &</p>	<p>See Actions in Hospital Commander box</p>

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<p>support for control of incident eg emphasis on turning in situation reports by pre-designated times)</p> <p>DENISE LAMB Scribe: Tracy Hutchins</p>	
<p>Coordination and Liaison (Other agencies or organisations involved or assisting eg ACTAS, AFP, HEMU rep etc)</p> <p>DONNA MCKERLIE (ECC/SEMSOG)</p>	<p>No other agencies present in HEOC.</p> <p>ECC stood-up – ECC Liaison Officer for CHS present.</p>
<p>Communications (Operational communications, sitreps, safety messages and briefing times)</p> <p>SCOTT EDWARDS (On-call Officer)</p>	<p>On-call media officer to work with HComm/CEO to develop various all staff announcements.</p>
<p>6. Extra Considerations (Attachments eg maps, weather reports, org charts, comms diagrams, media releases or talking points)</p>	<p>Medical Advisor: Walter Abhayaratna Runners: Anne Maguire, Tania Lawrence P&C: Janine Hammat</p> <p>Divisional Representatives from across all Divisions (see attached List).</p>

Distribution List

Canberra Health Services (CHS) Emergency Management Coordinator
Senior Manager, CHS Business Continuity Management
Senior Director, Operational Support Services
CHS Chief Operating Officer
Director, CHS Communications and Government Relations
Director, ACT Health, Health Emergency Management Unit

ACCESSIBILITY

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If English is not your first language and you need the Translating and Interpreting Service (TIS), please call 13 14 50.

For further accessibility information, visit: www.health.act.gov.au/accessibility

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Incident Management Roles and Contacts

For Friday 10 January 2020

IMT

Hospital Commander	Liz Chatham	
	<i>(until Sat 11 Jan 1200 – then Lisa Gilmore)</i>	
Planning Officer	Daniel Wood	
Logistics Officer	Kath Wakefield	
Operations Officer	Andrew Murphy	
Emergency Officer on-call	Donna Mckerlie	
	Linda Bower	
	<i>(LB only to be called if DM is required in the ECC)</i>	

Infrastructure Contact

Chris Tarbuck



Exec-on-Call

TBA

Media and Comms

24hrs call phone number



Medical Imaging

24hrs call phone number



Health Emergency Management Unit

Duty Officer 24/7



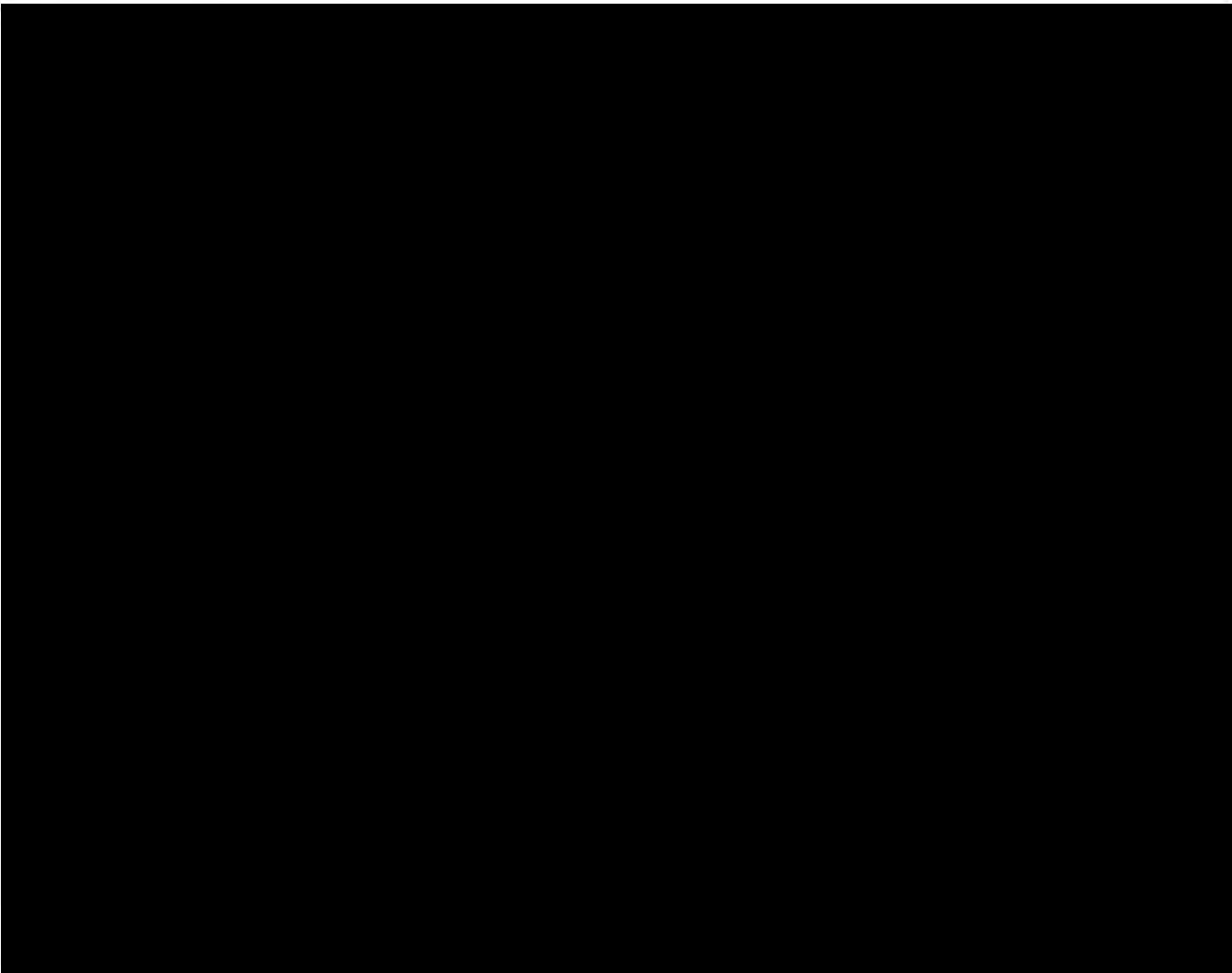
Other Hospitals

NATCAP	A/H Manager	6222 6623
Calvary Bruce Private	Elaine Bell (GM) or Michele Garner DCS A/H Manager	
Calvary Bruce Public		6201 6111

A/H Hospital Managers – see next page

A/H Hospital Managers

After Hours Team - CH Campus				
10/01/2020	Morning	Evening	Night	Contact Number
AH HM	n/a	Megan Smith	Blessly Blessen	5124 2560 [REDACTED]
AH CNC	n/a	Lyn Frazer	Michelle Esposito	Pg 50479
11/01/2020	Morning	Evening	Night	Contact Number
AH HM	Carmie Velasco	Meryl Hickey	Alex Miller	5124 2560 [REDACTED]
14/12/19	0700 – 1930		1900 – 0730	
AH CNC	Megan Smith		Michelle Esposito	Pg 50479



From: Lamb, Denise (Health) <Denise.Lamb@act.gov.au>

Sent: Wednesday, 8 January 2020 1:06 PM

To: Plant, Deborah (Health) <Deborah.Plant@act.gov.au>; Hammat, Janine (Health) <Janine.Hammat@act.gov.au>; O'Neill, Cathie (Health) <Cathie.O'Neill@act.gov.au>; O'Neill, Cathy (Health) <Cathy.O'Neill@act.gov.au>; Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Gilmore, Lisa (Health) <Lisa.Gilmore@act.gov.au>; Kaye, Todd (Health) <Todd.Kaye@act.gov.au>; Alexander, Tonia (Health) <Tonia.Alexander@act.gov.au>; Wood, Daniel (Health) <Daniel.Wood@act.gov.au>; Mossman, Wendy (Health) <Wendy.Mossman@act.gov.au>; Turnbull, Ian (Health) <Ian.Turnbull@act.gov.au>; Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>

Cc: Kohlhagen, Linda (Health) <Linda.Kohlhagen@act.gov.au>; CHS COO <CHSCOO@act.gov.au>; Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>; Needham, Heather (Health) <Heather.Needham@act.gov.au>; Wakefield, Katherine (Health) <Katherine.Wakefield@act.gov.au>

Subject: Update on the staff comfort supplies for environmental smoke

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Hello,

The delivery of eyedrops, lozenges and masks for staff use, whilst at work to assist in providing relief from irritation by smoke has progressively been undertaken over the past couple of days. As many areas as possible have been covered with deliveries being made to all areas of CHS.

Moving forward it is time to embed a more sustainable process for the provision of supplies to staff across the organisation when the levels of smoke are causing irritation. It has been agreed by the executive that from today the identified Divisional contacts (or their delegate) will now take over the responsibilities for accessing and distributing supplies to their staff. The exception to this will be at the Community Health Centres where the Centre Manager will be the point of contact.

Masks – these are routinely available in many clinical areas and for other areas they can be ordered via PICS, code 18164. Divisional contacts may need to maintain a small central stock for areas who do not have access to PICS.

Lozenges and Eyedrops – Pharmacy are ordering the lozenges and eyedrops on behalf of the health service. It is requested that the division contact liaise with Pharmacy for ordering and delivery of these items.

Regards

Denise

Denise Lamb | Executive Director
Quality, Safety, Innovation and Improvement
Canberra Health Services | ACT Government

Level 10, Building 1
Canberra Hospital
Garran

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[REDACTED]

denise.lamb@act.gov.au

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Pond, Aleks (Health)

From: Dahlstrom, Jane (Health)
Sent: Wednesday, 8 January 2020 1:20 PM
To: Hammat, Janine (Health); McDonald, Bernadette (Health)
Subject: FW: Information for Supervisors - Bush Fire Crisis - Staff Support Services- ANU [SEC=UNCLASSIFIED]

Just to give you a flavour of the messaging out of ANU for small number of joint appointments – looks pretty aligned

Jane Dahlstrom

telephone: +61 2 5124 2891 facsimile: +61 2 5124 2912 mobile: [REDACTED]

email: jane.dahlstrom@act.gov.au

If you receive my emails outside of standard work hours, please know that I have no expectation that you will respond outside of your own work hours.

From: HR - Director [REDACTED]
Sent: Wednesday, 8 January 2020 12:00 PM
Subject: Information for Supervisors - Bush Fire Crisis - Staff Support Services

Dear Colleagues,

I am contacting you today to provide you with information to assist in the management of staff through the recent University campus closures and ongoing issues related to the bushfires in NSW and Victoria. If you are on leave and monitoring email, please feel free to forward this email to relevant staff.

I have included information below that has been generated for staff which includes information on psychological support services, staff services and FAQ's for staff.

<https://services.anu.edu.au/human-resources/wellbeing/bush-fire-crisis-%E2%80%93-staff-support-services>

<https://www.anu.edu.au/news/all-news/bushfire-related-staff-support-services>

http://imagedepot.anu.edu.au/scapa/Bushfire_FAQs_for_ANU_Community.pdf

A large number of our ANU community have been affected by the fires and smoke and it is important that support and flexibility is provided to staff. Reactions to this situation may be many and varied and staff may require support over the coming weeks.

The University campuses have been closed since Friday 3 January 2020, reopening on Wednesday 8 January 2020. Please note, we are continuing to monitor conditions, and this means the campus could be closed again at short notice. We will notify you immediately via email, SMS, the ANUOK app, the ANU website and our social media. If you have not, now is a good time to familiarize yourself with the evacuation procedure for your building, including the location of the evacuation point for your building area.

If staff can work from home, the University is encouraging this option for staff. Minimising staff on campus will also assist with reducing the power load and electricity demand. Normally available air-conditioning may also not be available in some buildings. It may be the case that staff attend the Acton or Mt Stromlo campus on Wednesday 8 January 2020 and then decide that they wish to work from home for the remainder of the week (and possibly next week). If working from home is operationally viable, it should be supported. To be able to work from home, staff would require appropriate resources, including telephone and IT system access.

Your staff may make contact with you in regard to accessing additional leave and/or you may receive a HORUS request for leave. If these staff are not designated critical staff, and their leave request does not adversely affect

University operations, you should approve leave (through the standard HORUS approval process). Staff may wish to access sick leave and any staff with health conditions should be encouraged to seek and follow the advice of their medical practitioner.


If you have any questions in regard to leave and/or you wish to speak to someone before you approve any leave, please call (02) 6125 3346 (Option One) to discuss leave options with a senior HR representative.

Ex-gratia leave is being made available to staff (over and above their usual entitlements) who have been affected by the bushfires. Financial assistance is also available for staff who require emergency short term accommodation. If any of your staff wish to access this assistance, please encourage them to contact (02) 6125 3346 (Option One) to speak directly with a HR representative. Once arrangements have been confirmed, HR will be in touch with you to keep you updated.

We are all feeling the physical and mental health effects of the fires, smoke and heat. It is important we all care for one another and each other and draw together as a supportive community. Be kind, respectful of how people respond and process the impact of the bushfires and be patient with yourself and others.

Thank you for your ongoing support and patience while we work through these challenging circumstances.

Kind regards,


Director, Human Resources

Peffer, Dave (Health)

From: CEOHealth
Sent: Wednesday, 8 January 2020 1:24 PM
To: ##All Staff, Canberra Health Services
Subject: A message from the CEO: all staff briefing 9.30am Wednesday 8 January 2020

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Thank you to everyone who attended this morning's briefing. For anyone who missed it, you can [watch the video](#) below for the latest information.



With the smoke haze continuing to impact the ACT, I want to assure you that we have measures in place to minimise the impact of the weather and the smoke on our staff, patients and buildings and continue to monitor the situation.

We have placed fans in high traffic areas in some of our buildings to help remove the smoke. We have also rostered on extra staff for the weekend to monitor the air conditioning and air flow in our buildings in preparation for forecasted high temperatures and increased smoke over the next few days.

To reduce smoke coming into our buildings, please minimise your movement across the organisation and take internal routes where possible.

Staff smoke comfort supplies

We are continuing to deliver comfort supplies including masks, throat lozenges and eye drops to staff to help with the symptoms of smoke exposure.

As supplies are limited, it's important they are available for staff who need them most, particularly those who are required to work outside and be on the road.

If you need supplies for your area, talk to your manager who can liaise with your divisional rep.

Weather

The temperature is set to rise this week and with it, the fire danger rating, with the temperature on Friday expected to reach 38 degrees. With the fire rating set to reach 'extreme' on Friday, we need to continue to monitor the situation and to prepare accordingly. We have developed a roster for our Health Emergency Operations Centre and will stand it up if necessary.

Masks

While we do not have a supply of masks for distribution to the public, we do have masks available to staff. The N95 masks available to staff are equivalent to the P2 masks, and are readily available for staff who need them.

If you have any concerns about masks, I encourage you to watch the short video below featuring the Director of Respiratory at Canberra Hospital, Stuart Schembri, sharing his smoke health advice.

We continue to receive queries about the supply of masks to the community. The ACT Government has distributed a number of P2 masks to pharmacies across Canberra for the more vulnerable members of the community to access.

Our advice to the community is to remain indoors where possible, with windows and doors closed, and see the advice on the ESA and health.act.gov.au websites.

Donations to wildlife organisations

We are aware that some staff members have been approached to donate expired or excess stock to animal rescue centres.

Our priority remains providing exceptional health care to our patients and ensuring the wellbeing of our staff.

If you are contacted to donate CHS stock, expired or otherwise, please forward the request to Jeanne Mclauchlan, Senior Director Logistic Support Services, Infrastructure and Health Support Services CHS (Jeanne.Mclauchlan@act.gov.au).

Jeanne will coordinate the CHS response and/or donations to animal rescue centres. Please do not provide CHS stock to rescue centres outside this process.

Thank you for your understanding.

I would like to remind you all that if you need support, we are here for you. If you have concerns, please speak with your manager, your divisional contact below, or email chscoo@act.gov.au.

The next briefing is at 4:00pm today in the Canberra Hospital Auditorium and will be livestreamed to UCH.

Kind regards,
Bernadette McDonald
 Chief Executive Officer

Key contacts

Division	Contact	Number
Quality, Safety, Innovation and Improvement	Denise Lamb	
MHJHADS	Deb Plant	
People and Culture	Janine Hammat	
Cancer and Ambulatory Support	Cathie O'Neill	
Women, Youth and Children	Cathy O'Neill	
Medicine	Jacqui Taylor	
Critical Care	Lisa Gilmore	
Rehabilitation, Aged and Community Services	Todd Kaye	
Medical Imaging	Charles Ngu	
Allied Health	Sam Lazarus Andrew Slattery	
Medical Services	Tonia Alexander	
Surgery	Daniel Wood	
Nursing and Midwifery	Wendy Mossman	
Patient Support Services	Wendy Mossman	
Finance and Business Intelligence	Ian Turnbull	
Infrastructure and Health Support Services	Andrew Murphy	

Pond, Aleks (Health)

From: Kohlhagen, Linda (Health)
Sent: Wednesday, 8 January 2020 2:58 PM
To: Hammat, Janine (Health)
Subject: RE: ANMF advice for nurses and midwives in the community setting

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Thanks for Progressing Janine- great result!

Linda

From: McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>
Sent: Wednesday, 8 January 2020 12:51 PM
To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>; Chatham, Elizabeth (Health) <Elizabeth.Chatham@act.gov.au>; Peffer, Dave (Health) <Dave.Peffer@act.gov.au>; Kohlhagen, Linda (Health) <Linda.Kohlhagen@act.gov.au>
Subject: RE: ANMF advice for nurses and midwives in the community setting

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excellent

From: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Sent: Wednesday, 8 January 2020 12:50 PM
To: McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>; Chatham, Elizabeth (Health) <Elizabeth.Chatham@act.gov.au>; Peffer, Dave (Health) <Dave.Peffer@act.gov.au>; Kohlhagen, Linda (Health) <Linda.Kohlhagen@act.gov.au>
Subject: FW: ANMF advice for nurses and midwives in the community setting

UNCLASSIFIED For-Official-Use-Only

See below and attached. they will send this out shortly.

Regards,

Janine

Janine Hammat | Executive Group Manager
 Phone: 02 5124 9631 | Email: janine.hammat@act.gov.au
People and Culture | Canberra Health Services | ACT Government
 Level 1 Building 23 Canberra Hospital
 PO Box 11 WODEN ACT 2606 | health.act.gov.au
 RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

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From: [REDACTED]
Sent: Wednesday, 8 January 2020 11:46 AM
To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Subject: Re: ANMF advice for nurses and midwives in the community setting

Dear Janine

I hope this finds you well.

██████ has asked me to follow up with you regarding the ANMF corro inquiry from Cathie O'Neill and mentioned that you would be calling this morning - very keen to talk about the misinformation the ANMF sent out to members regarding masks.

In the meantime, we have put together a corro update - retraction of mask information and wanted to run it by you to ensure that our information was adequate. If there is anything you think we should add or omit, could you please advise?

I understand you may be in meetings, but could you call me when you get a free moment?

Many thanks.

Kind regards

██████

████████████████████
████████████████████

Lead Organiser

T 6262 9455 F 6262 8447

E anmfact@anmfact.org.au W anmfact.org.au

2/53 Dundas Court, PHILLIP ACT 2606

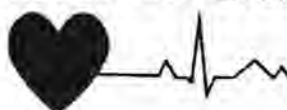
PO Box 4, WODEN ACT 2606



Australian
Nursing &
Midwifery
Federation

AUSTRALIAN CAPITAL TERRITORY

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From: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>

Sent: Tuesday, 7 January 2020, 6:24 pm

To: ██████████

Subject: FW: ANMF advice for nurses and midwives in the community setting

UNCLASSIFIED For-Official-Use-Only

Hi [REDACTED] see below. Can we have a quick discussion in the morning?

Regards,

Janine

Janine Hammat | Executive Group Manager
 Phone: 02 5124 9631 | Email: janine.hammat@act.gov.au
People and Culture | Canberra Health Services | ACT Government
 Level 1 Building 23 Canberra Hospital

PO Box 11 WODEN ACT 2606 | health.act.gov.au

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From: O'Neill, Cathy (Health) <Cathy.O'Neill@act.gov.au>
Sent: Tuesday, 7 January 2020 5:38 PM
To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Cc: Green, Sally (Health) <Sally.Green@act.gov.au>; Kohlhagen, Linda (Health) <Linda.Kohlhagen@act.gov.au>
Subject: ANMF advice for nurses and midwives in the community setting

Dear Janine,

I have significant concerns regarding the advice provided by the ANMF today for community workers. It appears to contradict the current advice we are receiving from Bernadette's briefings (and the Director of Respiratory) to provide to nursing and midwifery staff home visiting which is that:

- For healthy people a mask is not necessarily of benefit
- the orange masks are **as effective** as the P2 masks for the smoke, if they fit well and the advice remains that **if you choose** to wear a mask that they need to be changed if they become wet or after 2 hours.

If this is incorrect or I have misinterpreted the message please let me know otherwise I am very concerned that with the conflicting advice the staff will feel confused as to what they should be doing and this needs to be clarified immediately. Additional as you are aware we do not have the P2 masks to provide to staff. Below is an example of the advice provided to the MACH staff.

Can you please clarify the communication for nursing and midwifery staff in light of the advice from the ANMF?

Many thanks

Kind regards,

Cathy O'Neill

Director of Nursing and Midwifery

Phone: 02 5124 7470 | Email: cathy.o'neill@act.gov.au

Women's Youth and Children | Canberra Health Services | ACT Government

Yamba Drive, Garran ACT 2605 |

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Our values are Reliable, Progressive, Respectful, and Kind

Our vision is creating exceptional healthcare together

Our role is to be a health service that is trusted by our community.



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From: Ringland, Cathy (Health) <Cathy.Ringland@act.gov.au>

Sent: Friday, 3 January 2020 2:17 PM

To: Aherne, Rebecca (Health) <Rebecca.Aherne@act.gov.au>; Campbell, CatherineT (Health)

<CatherineT.Campbell@act.gov.au>; Campbell, Sally (Health) <Sally.Campbell@act.gov.au>; Colliver, Deborah (Health) <Deborah.Colliver@act.gov.au>; Crane, Meryl (Health) <Meryl.Crane@act.gov.au>; Golley, Pip (Health) <Pip.Golley@act.gov.au>; Helliwell, Chelsey (Health) <Chelsey.Helliwell@act.gov.au>; Herbert, Genny (Health) <Genny.Herbert@act.gov.au>; Irving, JulieG (Health) <Julie.G.Irving@act.gov.au>; McDean, Dianne (Health) <Dianne.R.McDean@act.gov.au>; McDonald, Linda (Health) <Linda.M.McDonald@act.gov.au>; Murphy, Louise (Health) <Louise.Murphy@act.gov.au>; Newall, Kate (Health) <Kate.Newall@act.gov.au>; Nissen, Julianne (Health) <Julianne.C.Nissen@act.gov.au>; Roberson, Bronwyn (Health) <Bronwyn.Roberson@act.gov.au>; Sansum, Catherine (Health) <Catherine.Sansum@act.gov.au>; Sweetman, Rebecca (Health) <Rebecca.Sweetman@act.gov.au>; Taylor, MeganB (Health) <MeganB.B.Taylor@act.gov.au>; Thomas, Carolyn (Health) <Carolyn.Thomas@act.gov.au>; Tinning, Cassandra (Health) <Cassandra.Tinning@act.gov.au>; Vivian, Suzanne (Health) <Suzanne.Vivian@act.gov.au>; Warwick, Judith (Health) <Judith.Warwick@act.gov.au>; Teivonen, Liisa (Health) <Liisa.Teivonen@act.gov.au>; Payman, Nahal (Health) <Nahal.Payman@act.gov.au>; Harilal Chawla, Bhavna (Health) <Bhavna.HarilalChawla@act.gov.au>

Cc: Colliver, Deborah (Health) <Deborah.Colliver@act.gov.au>; Bracher, Katrina (Health) <Katrina.Bracher@act.gov.au>; O'Neill, Cathy (Health) <Cathy.O'Neill@act.gov.au>; Kohlhagen, Linda (Health) <Linda.Kohlhagen@act.gov.au>

Subject: Current Alert status in the ACT

Importance: High

UNCLASSIFIED

Hi All,

This morning I attended a staff briefing at the hospital followed by an executive meeting regarding the current alert status in the ACT. Briefings will be held twice a day at 9.30am and 4pm over the next 3 days in the hospital auditorium, all staff are welcome to attend. Bernadette may not be present at all as she will be largely based at the Emergency Command Centre at Fairburn with other DDG's. Liz Chatham is heading the Hospital Emergency Operations Centre based at the hospital until 8am on Monday. I am also on that roster till 8am Monday.

Firstly I would encourage you to read the all staff emails that are coming in re the current situation as the main source of communication. By way of an update, in the interim until formal communication is sent out from Bernadette McDonald's office please see information below that may assist. Would all managers please distribute this to all staff members that are currently at work.

- Health is deemed an essential service, as such it is business as usual.
- All areas have been affected to varying degrees by the significant smoke we are experiencing across the ACT. It is uncomfortable. If staff are affected by the smoke please discuss this with your manager. Bernadette indicated that if the air conditioning is turned down then the clinical spaces will heat up. It is a fine balance. Due to the extent of the current fires in NSW and Victoria and the associated high temperatures it is highly likely that we may experience this smoke for some time.
- **Masks – Bernadette has received a number of queries re use of masks. The message is if staff want to use masks they should do so. I delivered masks (Proshield N95 Medium) to all health centres yesterday and if you require more please speak with your manager. I learnt today they have a 2hr life span and so have**

obtained an additional supply. So as per previous emails if you need to be outdoors I would encourage you to limit the time.

- Please familiarise yourself with the Business Continuity Plans (BCP) <https://actgovernment.sharepoint.com/sites/intranet-health/BCM/default.aspx> and the emergency safety plans <https://healthhub.act.gov.au/emergency-safety/emergency-plans> (the latter as previously sent by Louise).
- In the event that power is lost, alternative communication options will be initiated in CHS. This may include SMS messages. Bernadette encouraged staff to wait for updates and reiterated that in the event of an emergency communication is a priority.
- Bernadette has been approached re making donations and suggested that this is done via Red Cross.
- Bernadette acknowledged the personal impact that this situation is having on many people and encouraged all staff to look after themselves and each other. The key messages are that we remain calm, communicate and use common sense.

Personally I would like to acknowledge and thank the staff that have continued to deliver services to the Canberra community over the last several weeks that we have experienced the smoke and particularly over the last few days.

I would encourage you to follow the ACT emergency services agency esa.act.gov.au over the weekend. Please stay safe and don't hesitate to contact me about any of the above.

Kind regards, Cathy.

Cathy Ringland RN

Acting Assistant Director of Nursing | Division of Women, Youth & Children Community Health Programs | Canberra Health Services | ACT Government

Phone (02) 5124 1607

1 Moore Street, Level 3, Canberra City

www.health.act.gov.au



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Pond, Aleks (Health)

From: Thompson, Trudi (Health)
Sent: Wednesday, 8 January 2020 3:03 PM
To: Kaye, Todd (Health)
Cc: Maher, Rhonda (Health)
Subject: RE: Update on the staff comfort supplies for environmental smoke

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Thanks for the clarification.

From: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Sent: Wednesday, 8 January 2020 3:02 PM
To: Thompson, Trudi (Health) <Trudi.Thompson@act.gov.au>
Cc: Maher, Rhonda (Health) <Rhonda.Maher@act.gov.au>
Subject: RE: Update on the staff comfort supplies for environmental smoke

UNCLASSIFIED For-Official-Use-Only

Hi Trudi,

I have heard back from Kath.

The individual areas in the HCs should be able to order masks through PICS. If they can't, as you have suggested below, the HC managers can coordinate and order through PICS.

If the HC managers can coordinate the lozenge/eye drop needs in the health centres and forward to me or Rhonda, we will progress from there.

Thanks,

Todd

From: Thompson, Trudi (Health) <Trudi.Thompson@act.gov.au>
Sent: Wednesday, 8 January 2020 2:54 PM
To: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Subject: RE: Update on the staff comfort supplies for environmental smoke

UNCLASSIFIED For-Official-Use-Only

Hi Todd,

I got an email from Kath (attached).

Thanks,
 Trudi.

From: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Sent: Wednesday, 8 January 2020 2:32 PM
To: Thompson, Trudi (Health) <Trudi.Thompson@act.gov.au>; Furphy, Dominic (Health) <Dominic.Furphy@act.gov.au>
Cc: Keen, Michael (Health) <Michael.Keen@act.gov.au>
Subject: RE: Update on the staff comfort supplies for environmental smoke

UNCLASSIFIED For-Official-Use-Only

Hi Trudi,

My understanding is that Denise and her team will continue to supply the health centres with the packs, with the HC Managers as the contacts/keepers of the packs.

I had been told that Kath Wakefield or Denise had been in contact with you.

I will clarify.

Todd

From: Thompson, Trudi (Health) <Trudi.Thompson@act.gov.au>

Sent: Wednesday, 8 January 2020 1:52 PM

To: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>; Furphy, Dominic (Health) <Dominic.Furphy@act.gov.au>

Cc: Keen, Michael (Health) <Michael.Keen@act.gov.au>

Subject: RE: Update on the staff comfort supplies for environmental smoke

UNCLASSIFIED For-Official-Use-Only

Hi Todd,

I wasn't aware of the new arrangements.

To be clear on the process the HCC will order masks through PICS if needed and they can send me an email to send to you or Rhonda re the lozenges and eyedrops? Is that correct?

Also with the PICS order the HCC only have cost codes set up against the RACS division if you're ok with that to progress.

Thanks,
Trudi.

From: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>

Sent: Wednesday, 8 January 2020 1:21 PM

To: Furphy, Dominic (Health) <Dominic.Furphy@act.gov.au>

Cc: Keen, Michael (Health) <Michael.Keen@act.gov.au>; Thompson, Trudi (Health) <Trudi.Thompson@act.gov.au>

Subject: RE: Update on the staff comfort supplies for environmental smoke

UNCLASSIFIED For-Official-Use-Only

Hi Dom,

Yes, that is correct. Trudi and the HC Managers should be aware.

Todd

From: Furphy, Dominic (Health) <Dominic.Furphy@act.gov.au>

Sent: Wednesday, 8 January 2020 1:20 PM

To: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>

Subject: RE: Update on the staff comfort supplies for environmental smoke

UNCLASSIFIED For-Official-Use-Only

Hi Todd

Just confirming for community staff the contact person is the HC Manager?

Cheers

Dom

Dominic Furphy

Acting Community Care Allied Health Manager

Phone: 02 5124 1671 email: dominic.furphy@act.gov.au

Community Care Program | Canberra Health Services | ACT Government

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From: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>

Sent: Wednesday, 8 January 2020 1:17 PM

To: Harman, Maria (Health) <Maria.Harman@act.gov.au>; Mead, Chris (Health) <Chris.Mead@act.gov.au>; Furphy, Dominic (Health) <Dominic.Furphy@act.gov.au>; Murrells, Tami (Health) <Tami.Murrells@act.gov.au>; Maher, Kerryn (Health) <Kerryn.Maher@act.gov.au>; Keen, Michael (Health) <Michael.Keen@act.gov.au>; Wilson, Lisa (Health) <Lisa.Wilson@act.gov.au>; Synnott, Natasha (Health) <Natasha.Synnott@act.gov.au>; Bennett, Michelle (Health) <Michelle.Bennett@act.gov.au>; Hambrook, Sean (Health) <Sean.Hambrook@act.gov.au>; Heatley, Rachel (Health) <Rachel.Heatley@act.gov.au>; Higgins, Patrice (Health) <Patrice.Higgins@act.gov.au>; Hunter, Johanna (Health) <Johanna.Hunter@act.gov.au>; Lawrence, Jane (Health) <Jane.Lawrence@act.gov.au>; Stone, Judy (Health) <Judy.Stone@act.gov.au>

Cc: Maher, Rhonda (Health) <Rhonda.Maher@act.gov.au>

Subject: FW: Update on the staff comfort supplies for environmental smoke

UNCLASSIFIED For-Official-Use-Only

Hello all,

Please see below. **Not for further distribution**, but for your information.

The RACS contact for eye drops/lozenges will be Rhonda or myself. I am happy to receive an emails and will contact pharmacy at the end of each day as required. Everyone should have access to masks via PICS.

Let me know if you have any further questions,

Todd

From: Lamb, Denise (Health) <Denise.Lamb@act.gov.au>

Sent: Wednesday, 8 January 2020 1:06 PM

To: Plant, Deborah (Health) <Deborah.Plant@act.gov.au>; Hammat, Janine (Health) <Janine.Hammat@act.gov.au>; O'Neill, Cathie (Health) <Cathie.O'Neill@act.gov.au>; O'Neill, Cathy (Health) <Cathy.O'Neill@act.gov.au>; Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Gilmore, Lisa (Health) <Lisa.Gilmore@act.gov.au>; Kaye, Todd (Health) <Todd.Kaye@act.gov.au>; Alexander, Tonia (Health) <Tonia.Alexander@act.gov.au>; Wood, Daniel (Health) <Daniel.Wood@act.gov.au>; Mossman, Wendy (Health) <Wendy.Mossman@act.gov.au>; Turnbull, Ian (Health) <Ian.Turnbull@act.gov.au>; Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>

Cc: Kohlhagen, Linda (Health) <Linda.Kohlhagen@act.gov.au>; CHS COO <CHSCOO@act.gov.au>; Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>; Needham, Heather (Health) <Heather.Needham@act.gov.au>; Wakefield, Katherine (Health) <Katherine.Wakefield@act.gov.au>

Subject: Update on the staff comfort supplies for environmental smoke

UNCLASSIFIED For-Official-Use-Only

Hello,

The delivery of eyedrops, lozenges and masks for staff use, whilst at work to assist in providing relief from irritation by smoke has progressively been undertaken over the past couple of days. As many areas as possible have been covered with deliveries being made to all areas of CHS.

Moving forward it is time to embed a more sustainable process for the provision of supplies to staff across the organisation when the levels of smoke are causing irritation. It has been agreed by the executive that from today the identified Divisional contacts (or their delegate) will now take over the responsibilities for accessing and distributing supplies to their staff. The exception to this will be at the Community Health Centres where the Centre Manager will be the point of contact.

Masks – these are routinely available in many clinical areas and for other areas they can be ordered via PICS, code 18164. Divisional contacts may need to maintain a small central stock for areas who do not have access to PICS.

Lozenges and Eyedrops – Pharmacy are ordering the lozenges and eyedrops on behalf of the health service. It is requested that the division contact liaise with Pharmacy for ordering and delivery of these items.

Regards

Denise

Denise Lamb | Executive Director
Quality, Safety, Innovation and Improvement
Canberra Health Services | ACT Government

Level 10, Building 1
Canberra Hospital
Garran

+61 (02) 51249640

[Redacted]

denise.lamb@act.gov.au

PO Box 11 WODEN ACT 2606

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Ringland, Alice (Health)

From: Miller, Sarah (Health)
Sent: Wednesday, 8 January 2020 3:24 PM
To: Winter, Rosy (Health); Plant, Deborah (Health); Riordan, Denise (Health); Galati, Connie (Health); Ranford, Sally (Health)
Subject: Bushfire-Support-Flyer.pdf
Attachments: Bushfire-Support-Flyer.pdf

UNCLASSIFIED

Afternoon,

FYI below and attached this is what Northern NSW have on their website for physical and mental health support for bushfires

<https://nswlhd.health.nsw.gov.au/>

Noting I cant find anything on the ACT Health public website apart from smoke and air quality comments and on the CHS intranet just about the briefings.

Regards

Dr Sarah Miller
Director of Allied Health
Clinical and Forensic Psychologist
Mental Health, Justice Health and Alcohol & Drug Services

Level 3, 1 Moore Street
Canberra ACT 2600

Phone: 02 5124 1649
Mobile: [REDACTED]
E-mail: sarah.miller@act.gov.au

Please note: I work Monday – Wednesday.

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Free mental health support for people affected by the bushfires...



healthy
minds

**Call Healthy Minds
1300 160 339**

between 8.30am - 5pm
Monday to Friday.

No referral needed.

Free face-to-face or telephone counselling services with a mental health practitioner, such as a psychologist or mental health social worker, will provide people with strategies and techniques to manage their mental health

Healthy Minds services are available across the north coast of NSW.



healthy
north coast



phn
NORTH COAST
An Australian Government Initiative

If you're a Mid North Coast or Northern NSW residents who has been affected by the bushfires, you are being encouraged to access free mental health support via the local Healthy Minds program.

The stress of experiencing something such as a bushfire can leave people at a higher risk of developing depression or anxiety, even if they are not directly dealing with loss of property and/or possessions.

"At North Coast PHN, we are coordinating a mental health response that includes widening the eligibility criteria for the Healthy Minds program. Persons affected by the local fires can now book in for free face-to-face Healthy Minds counselling services and do not require a referral from their GP to commence supports."

Julie Sturgess, North Coast PHN

Please note, Healthy Minds is for people experiencing mild to moderate mental health concerns and is not a crisis service. If you require immediate support, please contact Lifeline on 13 11 14 or Beyond Blue on 1300 22 4636. For children under 12 years, call the Kids Helpline on 1800 551 800. In an emergency, please call 000 or go to your nearest hospital emergency department.

The intake for Healthy Minds is now being managed by Neami National through their Connect to Wellbeing North Coast program. Connect to Wellbeing North Coast has been made possible by funding from North Coast Primary Health Network.



Connect to Wellbeing



Neami
National
Improving Mental Health
and Wellbeing

Peffer, Dave (Health)

From: Peffer, Dave (Health)
Sent: Wednesday, 8 January 2020 3:54 PM
To: McDonald, Bernadette (Health)
Subject: Accepted: Briefing - Alistair Coe - Smoke in the hospital

Whittall, Christine (Health)

From: Greenaway, Elaine (Health)
Sent: Wednesday, 8 January 2020 5:07 PM
To: McDonald, Bernadette (Health)
Cc: CEOHealth
Subject: For approval: A message from the CEO: all staff briefing 4pm Wednesday 8 January 2020

UNCLASSIFIED

Hi Bernadette,

Please find attached for approval, this afternoon's update.

Kind regards,

Elaine



Thank you to everyone who attended this afternoon's briefing. For anyone who missed it, you can [watch the video](#) below for the latest information.

Next briefing: 2pm Thursday 9 January

The next briefing will be at 2pm on Thursday 9 January in the Canberra Hospital Auditorium. At this stage I only plan to hold one briefing on Thursday. Keep an eye on your emails or HealthHub (intranet) for information on future briefings.



With the smoke haze continuing to impact the ACT, I want to assure you that we have measures in place to minimise the impact of the weather and the smoke on our staff, patients and buildings and continue to monitor the situation.

We have placed fans in high traffic areas in some of our buildings to help remove the smoke. We have also rostered on extra staff for the weekend to monitor the air conditioning and air flow in our buildings in preparation for forecasted high temperatures and increased smoke over the next few days.

To reduce smoke coming into our buildings, please minimise your movement across the organisation and take internal routes where possible.

Air purifiers

Air purifiers have been ordered and will be placed in some smoke affected areas. Please note the air purifiers will not be effective in large spaces. We also need to balance the use of air purifiers while managing trip hazards.

Air purifiers will only be used in areas where it is safe to do so and where the purifier will have some impact on air quality.

Staff smoke comfort supplies

We are continuing to deliver comfort supplies including masks, throat lozenges and eye drops to staff to help with the symptoms of smoke exposure.

As supplies are limited, it's important they are available for staff who need them most, particularly those who are required to work outside and be on the road.

If you need supplies for your area, talk to your manager who can liaise with your divisional rep.

Weather

The temperature is set to rise this week and with it, the fire danger rating, with the temperature on Friday expected to reach 38 degrees. With the fire rating set to reach 'extreme' on Friday, we need to continue to monitor the situation and to prepare accordingly. We have developed a roster for our Health Emergency Operations Centre and will stand it up if necessary.

Masks

While we do not have a supply of masks for distribution to the public, we do have masks available to staff. The N95 masks available to staff are equivalent to the P2 masks, and are readily available for staff who need them.

If you have any concerns about masks, I encourage you to watch the [short video](#) below featuring the Director of Respiratory at Canberra Hospital, Stuart Schembri, sharing his smoke health advice.

We continue to receive queries about the supply of masks to the community. The ACT Government has distributed a number of P2 masks to pharmacies across Canberra for the more vulnerable members of the community to access.

Our advice to the community is to remain indoors where possible, with windows and doors closed, and see the advice on the [ESA](#) and health.act.gov.au websites.

Donations to wildlife organisations

We are aware that some staff members have been approached to donate expired or excess stock to animal rescue centres.

Our priority remains providing exceptional health care to our patients and ensuring the wellbeing of our staff.

If you are contacted to donate CHS stock, expired or otherwise, please forward the request to Jeanne Mclauchlan, Senior Director Logistic Support Services, Infrastructure and Health Support Services CHS (Jeanne.Mclauchlan@act.gov.au).

Jeanne will coordinate the CHS response and/or donations to animal rescue centres. Please do not provide CHS stock to rescue centres outside this process.

Thank you for your understanding.

I would like to remind you all that if you need support, we are here for you. If you have concerns, please speak with your manager, your divisional contact below, or email chscoo@act.gov.au.

The next briefing is at 2pm on Thursday 9 January in the Canberra Hospital Auditorium and will be livestreamed to UCH.

Kind regards,

Bernadette McDonald
Chief Executive Officer

Key contacts

Division	Contact	Number
Quality, Safety, Innovation and Improvement	Denise Lamb	
MHJHADS	Deb Plant	
People and Culture	Janine Hammat	
Cancer and Ambulatory Support	Cathie O'Neill	
Women, Youth and Children	Cathy O'Neill	
Medicine	Jacqui Taylor	
Critical Care	Lisa Gilmore	

Rehabilitation, Aged and Community Services	Todd Kaye
Medical Imaging	Charles Ngu
Allied Health	Sam Lazarus Andrew Slattery
Medical Services	Tonia Alexander
Surgery	Daniel Wood
Nursing and Midwifery	Wendy Mossman
Patient Support Services	Wendy Mossman
Finance and Business Intelligence	Ian Turnbull
Infrastructure and Health Support Services	Andrew Murphy

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Pond, Aleks (Health)

From: Greenaway, Elaine (Health) on behalf of Canberra Health Services Communications
Sent: Wednesday, 8 January 2020 5:39 PM
To: ##All Staff, Canberra Health Services
Subject: A message from the CEO: all staff briefing 4pm Wednesday 8 January 2020

UNCLASSIFIED

All Staff Briefing – 4pm Wednesday 8 January 2020

Thank you to everyone who attended this afternoon's briefing. For anyone who missed it, you can [watch the video](#) below for the latest information.

Next briefing: 2pm Thursday 9 January

The next briefing will be at 2pm on Thursday 9 January in the Canberra Hospital Auditorium. At this stage I only plan to hold one briefing on Thursday. Keep an eye on your emails or HealthHub (intranet) for information on future briefings.



With the smoke haze continuing to impact the ACT, I want to assure you that we have measures in place to minimise the impact of the weather and the smoke on our staff, patients and buildings and continue to monitor the situation.

We have placed fans in high traffic areas in some of our buildings to help remove the smoke. We have also rostered on extra staff for the weekend to monitor the air conditioning and air flow in our buildings in preparation for forecasted high temperatures and increased smoke over the next few days.

To reduce smoke coming into our buildings, please minimise your movement across the organisation and take internal routes where possible.

Air purifiers

Air purifiers have been ordered and will be placed in some smoke affected areas. Please note the air purifiers will not be effective in large spaces. We also need to balance the use of air purifiers while managing trip hazards.

Air purifiers will only be used in areas where it is safe to do so and where the purifier will have some impact on air quality.

Staff smoke comfort supplies

We are continuing to deliver comfort supplies including masks, throat lozenges and eye drops to staff to help with the symptoms of smoke exposure.

As supplies are limited, it's important they are available for staff who need them most, particularly those who are required to work outside and be on the road.

If you need supplies for your area, talk to your manager who can liaise with your divisional rep.

Weather

The temperature is set to rise this week and with it, the fire danger rating, with the temperature on Friday expected to reach 38 degrees. With the fire rating set to reach 'extreme' on Friday, we need to continue to monitor the situation and to prepare accordingly. We have developed a roster for our Health Emergency Operations Centre and will stand it up if necessary.

Masks

While we do not have a supply of masks for distribution to the public, we do have masks available to staff. The N95 masks available to staff are equivalent to the P2 masks, and are readily available for staff who need them.

If you have any concerns about masks, I encourage you to watch the short video below featuring the Director of Respiratory at Canberra Hospital, Stuart Schembri, sharing his smoke health advice.

We continue to receive queries about the supply of masks to the community. The ACT Government has distributed a number of P2 masks to pharmacies across Canberra for the more vulnerable members of the community to access.

Our advice to the community is to remain indoors where possible, with windows and doors closed, and see the advice on the [ESA](#) and health.act.gov.au websites.

Donations to wildlife organisations

We are aware that some staff members have been approached to donate expired or excess stock to animal rescue centres.

Our priority remains providing exceptional health care to our patients and ensuring the wellbeing of our staff.

If you are contacted to donate CHS stock, expired or otherwise, please forward the request to Jeanne Mclauchlan, Senior Director Logistic Support Services, Infrastructure and Health Support Services CHS (Jeanne.Mclauchlan@act.gov.au).

Jeanne will coordinate the CHS response and/or donations to animal rescue centres. Please do not provide CHS stock to rescue centres outside this process.

Thank you for your understanding.

I would like to remind you all that if you need support, we are here for you. If you have concerns, please speak with your manager, your divisional contact below, or email chscoo@act.gov.au.

The next briefing is at 2pm on Thursday 9 January in the Canberra Hospital Auditorium and will be livestreamed to UCH.

Kind regards,

Bernadette McDonald
Chief Executive Officer

Key contacts

Division	Contact	Number
Quality, Safety, Innovation and Improvement	Denise Lamb	
MHJHADS	Deb Plant	
People and Culture	Janine Hammat	
Cancer and Ambulatory Support	Cathie O'Neill	
Women, Youth and Children	Cathy O'Neill	
Medicine	Jacqui Taylor	
Critical Care	Lisa Gilmore	
Rehabilitation, Aged and Community Services	Todd Kaye	
Medical Imaging	Charles Ngu	
Allied Health	Sam Lazarus Andrew Slattery	
Medical Services	Tonia Alexander	
Surgery	Daniel Wood	
Nursing and Midwifery	Wendy Mossman	
Patient Support Services	Wendy Mossman	
Finance and Business Intelligence	Ian Turnbull	
Infrastructure and Health Support Services	Andrew Murphy	



From: Lamb, Denise (Health)
Sent: Wednesday, 8 January 2020 1:06 PM
To: Plant, Deborah (Health) <Deborah.Plant@act.gov.au>; Hammat, Janine (Health) <Janine.Hammat@act.gov.au>; O'Neill, Cathie (Health) <Cathie.O'Neill@act.gov.au>; O'Neill, Cathy (Health) <Cathy.O'Neill@act.gov.au>; Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Gilmore, Lisa (Health) <Lisa.Gilmore@act.gov.au>; Kaye, Todd (Health) <Todd.Kaye@act.gov.au>; Alexander, Tonia (Health) <Tonia.Alexander@act.gov.au>; Wood, Daniel (Health) <Daniel.Wood@act.gov.au>; Mossman, Wendy (Health) <Wendy.Mossman@act.gov.au>; Turnbull, Ian (Health) <Ian.Turnbull@act.gov.au>; Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Cc: Kohlhagen, Linda (Health) <Linda.Kohlhagen@act.gov.au>; CHS COO <CHSCOO@act.gov.au>; Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>; Needham, Heather (Health) <Heather.Needham@act.gov.au>; Wakefield, Katherine (Health) <Katherine.Wakefield@act.gov.au>
Subject: Update on the staff comfort supplies for environmental smoke

UNCLASSIFIED For-Official-Use-Only

Hello,

The delivery of eyedrops, lozenges and masks for staff use, whilst at work to assist in providing relief from irritation by smoke has progressively been undertaken over the past couple of days. As many areas as possible have been covered with deliveries being made to all areas of CHS.

Moving forward it is time to embed a more sustainable process for the provision of supplies to staff across the organisation when the levels of smoke are causing irritation. It has been agreed by the executive that from today the identified Divisional contacts (or their delegate) will now take over the responsibilities for accessing and distributing supplies to their staff. The exception to this will be at the Community Health Centres where the Centre Manager will be the point of contact.

Masks – these are routinely available in many clinical areas and for other areas they can be ordered via PICS, code 18164. Divisional contacts may need to maintain a small central stock for areas who do not have access to PICS.

Lozenges and Eyedrops – Pharmacy are ordering the lozenges and eyedrops on behalf of the health service. It is requested that the division contact liaise with Pharmacy for ordering and delivery of these items.


Regards

Denise

Denise Lamb | Executive Director
Quality, Safety, Innovation and Improvement
Canberra Health Services | ACT Government

Level 10, Building 1
Canberra Hospital
Garran

+61 (02) 51249640


denise.lamb@act.gov.au

PO Box 11 WODEN ACT 2606

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Pond, Aleks (Health)

From: Murphy, Andrew (Health)
Sent: Wednesday, 8 January 2020 7:12 PM
To: Muis, Leontine (Health)
Cc: Kaye, Todd (Health)
Subject: RE: Concerns re management of air quality for 24 hr Link team staff: Level 3, Building 6. TCH [SEC=UNCLASSIFIED]

Hi Leontine,

I have confirmed with FM that the air conditioner will remain on after hours in B6 level 3. Could you please let me know how things go tonight?

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital

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From: Muis, Leontine (Health)
Sent: Wednesday, 8 January 2020 9:40 AM
To: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Cc: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Subject: Concerns re management of air quality for 24 hr Link team staff: Level 3, Building 6, TCH
Importance: High

UNCLASSIFIED

Dear Andrew,

It was suggested I approach you re concerns re air quality for my team members in Building 6, TCH.

The Link team is a community nursing team which operates on a 24 hour basis primarily providing afterhours rapid response care (hospital prevention) to the Canberra community. We are located on Level 3, Building 6 and access our vehicles from the car park behind to attend home visits including overnight, weekends and Public Holidays. We also transport our clinical stock to the cars from the building.

The service is the frontline service overnight for Home Based Palliative Care visits and we also support two ventilator houses in the community; one in Ainslie and one in Banks.

We had significant issues last weekend with smoke entering Building 6 via windows on our level that are not properly sealed.

We also have noted that there is inconsistent management of window and fire door closure in the building.

Would it be possible:

- to perhaps identify one or reduced entry points to the building.
- have signage on entry doors to the building reminding everyone to keep fire doors and windows shut.
- have security staff check in the evening and overnight to ensure that the windows and doors on all levels are shut.

Our team is contactable by our 24 hours mobile no [REDACTED]

Would it be possible to discuss our concerns and appropriate strategies further so that we can endeavour to mitigate our environment as much as possible over the coming days.

NB I carry the mobile phone during the day.

Very many thanks for your assistance,

Kind regards,

Leontine Muis

Nurse Manager Link Team & Complex Houses

Phone (02) 5124 2900/[REDACTED] Email: Leontine.A.Muis@act.gov.au

RACS Community Nursing | Canberra Health Services | ACT Government

TCH, Building 6 Level 3 East Wing | health.act.gov.au

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Pond, Aleks (Health)

From: Murphy, Andrew (Health)
Sent: Thursday, 9 January 2020 8:20 AM
To: IHSS; Ogilvie, Natalie (Health); Konakalla, Aishwarya (Health); Suarez, Elizabeth (Health); Prasad, Sanjay (Health); Vrbat, Suzi (Health); Harding, Scott (Health); Majeed, Sarah (Health); Bradbury, Ralph (Health); Keevers, Shannon (Health); Mooney, Chris (Health); Ingram, Daniel (Health); Massey, Isabel (Health); Bryant, Chris (Health); Tarbuck, Chris (Health); Mooney, Colm (Health); Williams, Jacqueline (Health); Mclauchlan, Jeanne (Health)
Cc: Wells, Rebecca (Health)
Subject: RE: IHSS key contacts 3-10 Jan 2020.xlsx
Attachments: 20200103 IHSS key contacts.xlsx

UNCLASSIFIED

Good morning,

There is a possibility of the HEOC being stood up tomorrow and over the weekend due to heat and unknown fire conditions. Could you please review the attached spreadsheet and update key contacts for this period. If you make changes can you change the font colour to red please.

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital

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From: IHSS <IHSS@act.gov.au>

Sent: Friday, 3 January 2020 3:48 PM

To: Ogilvie, Natalie (Health) <Natalie.Ogilvie@act.gov.au>; Konakalla, Aishwarya (Health) <Aishwarya.Konakalla@act.gov.au>; Suarez, Elizabeth (Health) <Elizabeth.Suarez@act.gov.au>; Prasad, Sanjay (Health) <Sanjay.Prasad@act.gov.au>; Vrbat, Suzi (Health) <Suzi.Vrbat@act.gov.au>; Harding, Scott (Health) <Scott.Harding@act.gov.au>; Majeed, Sarah (Health) <Sarah.Majeed@act.gov.au>; Bradbury, Ralph (Health) <Ralph.Bradbury@act.gov.au>; Keevers, Shannon (Health) <Shannon.Keevers@act.gov.au>; Mooney, Chris (Health) <Chris.Mooney@act.gov.au>; Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>; Ingram, Daniel (Health) <Daniel.Ingram@act.gov.au>; Massey, Isabel (Health) <Isabel.Massey@act.gov.au>; Bryant, Chris (Health) <Chris.Bryant@act.gov.au>; Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>; Mooney, Colm (Health) <Colm.Mooney@act.gov.au>; Williams, Jacqueline (Health) <Jacqueline.Williams@act.gov.au>; Mclauchlan, Jeanne (Health) <Jeanne.Mclauchlan@act.gov.au>

Cc: IHSS <IHSS@act.gov.au>; Wells, Rebecca (Health) <Rebecca.Wells@act.gov.au>

Subject: IHSS key contacts 3-10 Jan 2020.xlsx

UNCLASSIFIED

Good afternoon all,

Please see attached key contacts list for IHSS staff. These are the identified key contacts for IHSS for the period 3-10 January 2020, noting the State of Alert in place for the ACT currently in preparation for Saturday's predicted weather and fire conditions.

Please note the Andrew Murphy [REDACTED] is the lead IHSS staff contact and will be the conduit to the HEOC which is to be stood up tomorrow as per the CEO's address earlier today.
All enquiries should be directed via Andrew.

Also refer to the most recent CEO all staff email for more useful information (also attached).

Please contact Andrew or James Robinson [REDACTED] if you have any questions.

Kind regards,
James

James Robinson | Executive Officer

Phone: 02 5124 9919 | Email: james.robinson@act.gov.au

Infrastructure & Health Support Services | Canberra Health Services | ACT Government

Building 3, Level 1, Canberra Hospital, Garran ACT 2605 | health.act.gov.au



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20200103 IHSS key contacts

IHSS Lead Emergency Contact 3/1/2020 onwards	Phone number	Notes
Andrew Murphy	[REDACTED]	Andrew will be the central point of call for the HEOC and IHSS matters

IHSS key contact by business area	Contact	Phone number	Availability
Supply Services	Jacqui Williams	[REDACTED]	3/1/2020 onwards
Sterilising Services	Natalie Ogilvie	[REDACTED]	3/1/2020 - 5/1/2020
	Aishwarya Konakalla	[REDACTED]	6/1/2020 onwards
Food Services	Elizabeth Suarez	[REDACTED]	3/1/2020 - 5/1/2020
	Sanjay Prasad	[REDACTED]	6/1/2020 onwards
	Suzi Vrbat	[REDACTED]	6/1/2020 onwards
Facilities Management (TCH and Health Centres)	Scott Harding	[REDACTED]	3/1/2020 onwards
Facilities Management (UCH)	Sarah Majeed	[REDACTED]	3/1/2020 onwards
	Andrew Fisher (BGIS contact)	[REDACTED]	
Domestic and Environmental Services (ISS cleaning) and Capital Linen Service	Ralph Bradbury	[REDACTED]	3/1/2020 onwards
	Craig Sellars (ISS contact 1)	[REDACTED]	
	Praphul Prabhu (ISS contact 2)	[REDACTED]	
Infrastructure Safety & Risk	Shannon Keevers	[REDACTED]	3/1/2020 onwards
Security Operations, Parking and Fleet, Fire Safety and Emergency Response	Chris Mooney	[REDACTED]	3/1/2020 onwards
Residences, Telephone Switchboard, Patient Enquiries, Volunteer Management and Mail	Robyn Jensen	[REDACTED]	13/1/2020 onwards
	Isabel Massey (Residences and Volunteer Services)	[REDACTED]	4/1/2020 onwards
	Kirstin Galafassi (Switchboard, Patient Enquires and Mailroom Services)	[REDACTED]	4/1/2020 onwards

Other key contacts	Phone number	Notes
TCH Oncall FM officer - Chris Bryant	[REDACTED]	Please notify once HEOC stood down
Non acute site (Health Centres) Oncall FM contact	[REDACTED]	ACT Property Group
Oncall Operational Support Services officer - Isabel Massey	[REDACTED]	Rostered on until 10/1/2020
Chris Tarbuck	[REDACTED]	Contactable by phone from 7/1/2020
Colm Mooney	[REDACTED]	Contactable by phone
James Robinson	[REDACTED]	
TCH Switchboard (and After hours hospital manager via switchboard)	[REDACTED]	Can also connect you with other staff / areas

Clinical contacts		
Division	Contact	Phone number
Quality, Safety, Innovation and Improvement	Heather Needham	[REDACTED]
MHIHADS	Deb Plant	[REDACTED]
People and Culture	Janine Hammat	[REDACTED]
Cancer and Ambulatory Support	Cathie O'Neill	[REDACTED]
ICU	Simon Robertson	[REDACTED]
Retrieval	Kelvin Grove	[REDACTED]
Women, Youth and Children	Alison Moore	[REDACTED]
Medicine	Walter Abhayaratna	[REDACTED]
Critical Care	Daniel Wood	[REDACTED]
Rehabilitation, Aged and Community Services	Todd Kaye	[REDACTED]
Medical Imaging	Charles Ngu	[REDACTED]
Allied Health	Kerry Boyd	[REDACTED]
Medical Services	Tonia Alexander	[REDACTED]

Pond, Aleks (Health)

From: Wells, Patrick (Health)
Sent: Thursday, 9 January 2020 8:37 AM
To: Chatham, Elizabeth (Health); Peffer, Dave (Health); Dugdale, Paul (Health); Dahlstrom, Jane (Health); Patterson, Denise (Health); Mossman, Wendy (Health); O'Neill, Cathie (Health); Bracher, Katrina (Health); Kohlhagen, Linda (Health); Kaye, Todd (Health); Taylor, Jacqui (Health); Plant, Deborah (Health); Grace, Karen (Health); Gilmore, Lisa (Health); Wood, Daniel (Health); Lang, Kellie (Health); Bracher, Katrina (Health); Mooney, Colm (Health); Murphy, Andrew (Health); Lamb, Denise (Health); Hammat, Janine (Health)
Cc: McDonald, Bernadette (Health); Gay, AndrewD (Health); Turnbull, Ian (Health); McKerlie, Donna (Health); Bower, Linda (Health); CEOHealth; CHS COO
Subject: Expenses related to Emergency Incident Bushfire/Smoke - January 2020
Attachments: EXPENSES RELATED TO EMERGENCY INCIDENT BUSHFIRE-SMOKE - JANUARY 2020.docx

Good morning,

A Project Code for all expenses related to the bushfire/smoke emergency incident has been setup. The Project Code is 29558.

Please ensure that all costs/invoices related to the bushfire/smoke incident for your Division are forwarded to Donna McKerlie (Donna.McKerlie@act.gov.au) as soon as possible.

Examples of costs/invoices include but are not limited to:

- Extra staffing
- Consumables, including comfort packs, bottled water etc.
- Meals
- Accommodation
- Air Quality testing and infrastructure expenses.

A template is attached to guide you as to what details to submit. Please ensure all expenses for your Division have comprehensive details showing that they incurred as a result of the bushfire incident. If you have invoices for products or services, please ensure these are also attached.

Should you have any questions, please contact Donna McKerlie on [REDACTED]

Thank you
Patrick

Patrick Wells

Phone: 02 5124 3125 | Email: Patrick.A.Wells@act.gov.au

Office of the Chief Executive Officer | Canberra Health Services

GPO Box 825, Canberra City ACT 2601 | health.act.gov.au

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EXPENSES RELATED TO EMERGENCY INCIDENT BUSHFIRE/SMOKE JANUARY 2020

DATE	NAME	POSITION <i>Eg AS05</i>	HOURS	DETAILS OF RELATION TO INCIDENT

Please forward to Donna McKerlie: donna.mckerlie@act.gov.au

Whittall, Christine (Health)

From: McKerlie, Donna (Health)
Sent: Thursday, 9 January 2020 9:56 AM
To: Canberra Health Services Media; Coleman, Kerryn (Health)
Cc: Galafassi, Kirsten (Health); Chatham, Elizabeth (Health); McDonald, Bernadette (Health)
Subject: RE: Access Canberra and Canberra Hospital Switch script
Attachments: AC and CH switch information - Heavy smoke and masks - as at 200108 FINAL.doc

UNCLASSIFIED

Thankyou for this info, it is much appreciated. Has it been cleared by the PICC?
 Could I also ask if the Access Canberra line is now set up and if so, what is the number to call? Our switchboard operators were hoping to divert all of these kind of enquiries to the alternate number as they are extremely busy at the moment.

Kind Regards

Donna McKerlie

Director Emergency Management
 Hospital Emergency Management Coordinator
 Office of the Chief Operating Officer | Canberra Health Services | ACT Government
T: 02 5124 5324 | **M:** [REDACTED] | **E:** donna.mckerlie@act.gov.au
 Building 24, Level 1, Canberra Hospital, Yamba Drive, Garran ACT 2605
RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Canberra Health Services Media <CHSmedia@act.gov.au>
Sent: Wednesday, 8 January 2020 6:20 PM
To: McKerlie, Donna (Health) <Donna.McKerlie@act.gov.au>
Subject: Fwd: Access Canberra and Canberra Hospital Switch script

Hi Donna

Please see email below re smoke info for CH switch and Access Canberra. We'll keep you updated with developments.

Many thanks
 Claire

Sent from Canberra Health Services media on call iPhone

From: Pulli, Tracey (Health) <Tracey.Pulli@act.gov.au>
Sent: Wednesday, January 8, 2020 6:10 pm
To: PICC02; PICC01
Cc: Canberra Health Services Media; Coleman, Kerryn (Health); Johnston, Vanessa (Health); Dal Molin, Vanessa (Health)
Subject: Access Canberra and Canberra Hospital Switch script

UNCLASSIFIED

Hi Karen and Sally-Anne

We understand a request from Canberra Hospital switch and Access Canberra for a better script on smoke. I have finalised this with Kerryn Coleman and Vanessa Johnston today.

I hope this helps going forward. Will now leave with the PICC to get approved and continue to update. However, let me know if you need any further from health.

CHS media – for info on where this is at. If you can let Donna know that would be great.

Cheers

Tracey

Tracey Pulli | Senior Director of Media

Ph: (02) 5124 9444 | Email: tracey.pulli@act.gov.au

Communications and Government Relations | Office of the Director-General | ACT Health Directorate

Level 5, 6 Bowes Street Phillip ACT 2606

health.act.gov.au



Information for Access Canberra/Canberra Hospital Switch

ISSUE: HEAVY SMOKE IMPACTING CANBERRA AND P2 MASKS

UPDATED: *As at Wednesday 8 January 2020*

Referral Points

- **If the caller is after general information on the smoke:**
 - The heavy smoke affecting the ACT is expected to continue while fires continue to burn across the border.
 - This dense smoke is impacting the air quality across a large area of our region and South East Australia, not just the ACT.
 - During these periods of smoke, all Canberrans are advised to minimise their levels of prolonged or heavy physical activity outdoors. When there is heavy smoke in the area it is best to avoid all physical activity outdoors.
 - People who are sensitive to smoke, especially those with pre-existing heart and lung conditions, should take extra care and stay indoors where possible and take medication prescribed by their doctor.
 - Encourage the caller to go to the "Health alerts" section of the ACT Health website (www.health.act.gov.au) for relevant health advice, or to follow the ACT Health Facebook and Twitter social media accounts.
 - Encourage the caller to stay updated on when smoke is coming into the ACT via the ESA website (www.esa.act.gov.au) and follow ACT ESA on Facebook and Twitter.

- **If the caller is after information on P2 and N95 mask availability:**
 - From 7 January 2020 a supply of P2/N95 masks provided by the Commonwealth Government are available to those particularly sensitive to smoke through local pharmacies.
 - The masks are also available through Winnunga Nimmityjah Aboriginal Health Service for their vulnerable clients.
 - The groups of particularly sensitive individuals who will be able to access these masks, if they choose, include:
 - people with existing chronic lung and heart conditions, such as asthma, chronic bronchitis or emphysema, and heart disease
 - all pregnant women, and
 - people over 65 years of age.
 - Each eligible person will receive two masks at the pharmacy.
 - In regard to retail sales of masks, some are available at Canberra pharmacies and hardware stores. Encourage caller to call local stockists ahead of time to check availability.
 - Encourage the caller to go to the "Health alerts" section of the ACT Health website (www.health.act.gov.au) for further information.

- **If the caller is after information about working outdoors:**
 - With the heavy smoke affecting Canberra's air quality, people who are required to work outdoors should avoid prolonged or heavy physical activity while they are working outside.

- Refer the caller to WorkSafe ACT for further advice on working outdoors in smoky conditions.
 - Employers should conduct a risk assessment of the potential exposure of their workers to the smoke. Heavy or strenuous activity should be eliminated or at least limited where the activity cannot be avoided. This is the same for hot conditions which may also coincide with reduced air quality from smoke.
 - Encourage the call to go to the WorkSafe ACT website (www.act.gov.au/worksafe) for advice for employers and workers.
 - Encourage the caller to go to the "Health alerts" section of the ACT Health website (www.health.act.gov.au) for relevant health advice, or to follow the ACT Health Facebook and Twitter social media accounts.
- **If the caller is after information about childcare centres:**
 - Encourage the caller to contact their childcare centre directly for further advice on arrangements being put in place in facilities.
 - Reiterate general health advice (above).
 - Encourage the caller to go to the "State of Alert" section of the ACT ESA website (www.esa.act.gov.au) and follow ACT ESA on Facebook and Twitter.
- **If the caller is a journalist/media:**
 - Put them through to the Public Information Coordination Centre on 6205 1693.
- **If the caller needs medical assistance or emergency care:**
 - Anyone with concerns about their health should seek medical advice from their doctor (General Practitioner).
 - Anyone experiencing wheezing, chest tightness or difficulty breathing should seek urgent medical attention and in the event of a medical emergency call triple-zero (000).
- **If the caller needs information on the State of Alert:**
 - To prepare the community for the extreme weather conditions forecast for the ACT and region, a State of Alert has been declared for the ACT.
 - The State of Alert will ensure our emergency services and broader ACT Government services are able to be as responsive as possible to the needs of the community.
 - Encourage the caller to stay updated via the ESA website (www.esa.act.gov.au) and follow ACT ESA on Facebook and Twitter.

Additional Question and Answer

Where can the masks be sourced from?

- The Commonwealth supply of masks for those groups particularly sensitive to smoke are available from local pharmacies across Canberra. The masks are also available through Winnunga Nimmityjah Aboriginal Health Service for their vulnerable clients.

- Refer the caller to WorkSafe ACT for further advice on working outdoors in smoky conditions.
 - Employers should conduct a risk assessment of the potential exposure of their workers to the smoke. Heavy or strenuous activity should be eliminated or at least limited where the activity cannot be avoided. This is the same for hot conditions which may also coincide with reduced air quality from smoke.
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 - To prepare the community for the extreme weather conditions forecast for the ACT and region, a State of Alert has been declared for the ACT.
 - The State of Alert will ensure our emergency services and broader ACT Government services are able to be as responsive as possible to the needs of the community.
 - Encourage the caller to stay updated via the ESA website (www.esa.act.gov.au) and follow ACT ESA on Facebook and Twitter.

Additional Question and Answer

Where can the masks be sourced from?

- The Commonwealth supply of masks for those groups particularly sensitive to smoke are available from local pharmacies across Canberra. The masks are also available through Winnunga Nimmityjah Aboriginal Health Service for their vulnerable clients.

When will masks be available to collect from the Canberra Hospital?

- Masks will not be available through the Canberra Hospital. They are available through local pharmacies across Canberra.

What are the criteria for vulnerable people obtaining the masks?

- Masks are available for people in the community particularly sensitive to the health impacts of smoke. This includes:
 - people with existing chronic lung and heart conditions, such as asthma, chronic bronchitis or emphysema, and heart disease
 - all pregnant women, and
 - people over 65 years of age.

Information about other masks suitable for the situation?

- For further information on the appropriate masks to use, see the health advice on smoke on the ACT Health website.

Is it safe to go outside?

- Canberrans are advised to be in tune with their senses. During periods of heavy smoke – when there is a strong smell of smoke in the air and visibility is very poor – it is best to avoid prolonged exposure and all physical activity outdoors.
- People who are sensitive to smoke, especially those with pre-existing heart and lung conditions, should take extra care and stay indoors where possible and take medication prescribed by their doctor.
- We are unable to provide individual health advice. If you have any concerns about your health, speak to a health professional.

What is the advice for childcare centres relating to safety of children in care?

- During periods of heavy smoke, to minimise the risk to children and educators:
 - avoid physical activity outdoors, stay indoors with windows and doors closed
 - stay in air-conditioned premises and switch the air-conditioner to 'recycle' or 'recirculate' to reduce the amount of smoke entering the building, and
 - do not use evaporative cooling systems as they import air from outdoors.
- Child Care Centre services should speak with families to ensure that medical plans for children with known conditions are up to date and that the correct medication is on hand.

When will masks be available to collect from the Canberra Hospital?

- Masks will not be available through the Canberra Hospital. They are available through local pharmacies across Canberra.

What are the criteria for vulnerable people obtaining the masks?

- Masks are available for people in the community particularly sensitive to the health impacts of smoke. This includes:
 - people with existing chronic lung and heart conditions, such as asthma, chronic bronchitis or emphysema, and heart disease
 - all pregnant women, and
 - people over 65 years of age.

Information about other masks suitable for the situation?

- For further information on the appropriate masks to use, see the health advice on smoke on the ACT Health website.

Is it safe to go outside?

- Canberrans are advised to be in tune with their senses. During periods of heavy smoke – when there is a strong smell of smoke in the air and visibility is very poor – it is best to avoid prolonged exposure and all physical activity outdoors.
- People who are sensitive to smoke, especially those with pre-existing heart and lung conditions, should take extra care and stay indoors where possible and take medication prescribed by their doctor.
- We are unable to provide individual health advice. If you have any concerns about your health, speak to a health professional.

What is the advice for childcare centres relating to safety of children in care?

- During periods of heavy smoke, to minimise the risk to children and educators:
 - avoid physical activity outdoors, stay indoors with windows and doors closed
 - stay in air-conditioned premises and switch the air-conditioner to 'recycle' or 'recirculate' to reduce the amount of smoke entering the building, and
 - do not use evaporative cooling systems as they import air from outdoors.
- Child Care Centre services should speak with families to ensure that medical plans for children with known conditions are up to date and that the correct medication is on hand.

Where is information about air quality?

- Information is on the ACT Health website (www.health.act.gov.au).

Is there a list of Canberra retailers who have masks available in stock?

- Masks from Canberra retailers are at pharmacies, hardware stores and office/workwear suppliers. It is best to call stockists ahead of time to check availability.

What advice is there for businesses regarding safety of their staff and closing due to smoke?

- Advice for employers and workers is on the WorkSafe ACT website (www.act.gov.au/worksafe).

Can children wear P2 masks, and how to protect children if they can't wear masks?

- Unfortunately, P2/N95 masks are not available in sizes small enough for most children under 12 and ordinary paper masks are not effective at filtering smoke.
- The best way to protect children is to avoid exposure by staying indoors during periods of heavy smoke.

What are the specific needs for vulnerable people susceptible to lung conditions?

- We are unable to provide individual health advice. If you have any concerns about your health, speak to a health professional.
- The general health advice during periods of heavy smoke, is for people who are sensitive to smoke, especially those with pre-existing heart and lung conditions, to take extra care by:
 - avoid physical activity outdoors and staying indoors with windows and doors closed
 - staying in air-conditioned premises and switch the air-conditioner to 'recycle' or 'recirculate' to reduce the amount of smoke entering the building, and
 - do not use evaporative cooling systems as they import air from outdoors, and
 - taking medication prescribed by their doctor.

Guinard, Tarryn (Health)

From: Guinard, Tarryn (Health)

Sent: Thursday, 9 January 2020 11:57 AM

To: Abhayaratna, Walter (Health) <Walter.P.Abhayaratna@act.gov.au>; Lim, Boon (Health) <Boon.Lim@act.gov.au>; Williams, Felicity (Health) <Felicity.Williams@act.gov.au>; Schembri, Stuart (Health) <Stuart.Schembri@act.gov.au>; Craft, Paul (Health) <Paul.Craft@act.gov.au>; Paramadhathil, Anil (Health) <Anil.Paramadhathil@act.gov.au>; Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>; Johnston, Vanessa (Health) <Vanessa.Johnston@act.gov.au>; <Vanessa.Johnston@act.gov.au>; Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>; Howard, Scott (Health) <Scott.E.Howard@act.gov.au>

Cc: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Smith, Cathie (Health) <Cathie.Smith@act.gov.au>

Subject: Fact Sheet - Smoke Health Advice

UNCLASSIFIED

Good Morning Everyone,

Please find attached the approved **Fact Sheet – Smoke Health Advice**.

This has now been approved by CHS CEO Office and the CHO.

If you have any questions or concerns please let me know,

Kind Regards

Tarryn Guinard

Tarryn Guinard | Business Manager: Executive Director, HITH/MDU & Gen Med

Phone: 02 5124 4504 | Email: tarryn.guinard@act.gov.au

Division of Medicine | Canberra Health Services | ACT Government

Level 1, Building 3, Canberra Hospital Garran ACT 2611 | health.act.gov.au

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Smoke Health Advice – Information for CHS Staff

Advice from our Director of Respiratory, Dr Stuart Schembri

How will the smoke impact healthy people?

Healthy people are unlikely to have an acute problem with smoke exposure at these levels. For most people, this will only cause mild symptoms like:

- itchy or burning eyes
- throat irritation
- runny nose
- coughing.

The best advice is to stay indoors with the doors and windows shut as much as possible and limit your exposure to smoke.

How will the smoke impact those with a pre-existing condition?

If you have a pre-existing respiratory or cardiac issue, you should take extra care during these conditions and consider making an appointment with your treating doctor to ensure your current management plan is optimal for these smoky conditions. The best way to reduce exposure to smoke is to stay indoors with the doors and windows shut.

If you have asthma, you should follow your Asthma Action Plan and keep your asthma medication with you.

What should people be aware of working indoors and it's smoky?

Breathing in smoke can be uncomfortable but is unlikely to cause an acute problem to those in good health.

Canberra Health Services (CHS) is an essential service so it's important that we continue to look after our patients and each other.

We have measures in place to minimise the impact of the weather and the smoke on our staff, patients and buildings and continue to monitor the situation.

To reduce smoke coming into our buildings, please keep windows and doors closed, minimise your movement across the organisation and take internal routes where possible.

We encourage you to take more regular breaks with the support of your supervisor and to consider taking personal leave if you're feeling you cannot work because of the smoke, after discussing with your manager in the first instance.

What is CHS doing to minimise smoke indoors?

To minimise the impact of smoke indoors, we have:

- responded and continue to respond to your concerns about air quality in some of the buildings across CHS.
- close external doors and windows where possible. You may find doors across the health service that are locked, and these have been closed to reduce smoke getting into the building.
- distributed staff comfort packs across the health service. The packs include saline, masks, throat lozenges and eye drops. Staff can also use the saline packs available from IMPREST. These packs are for staff to provide comfort from the symptoms of smoke exposure.
- advised staff to take more regular breaks with the support of your supervisor.

What can you do to minimise smoke indoors?

To minimise the impact of smoke indoors, try and limit your movement around CHS sites. This includes taking internal routes to your destination rather than external shortcuts which may introduce additional smoke to the buildings.

At home, we recommend that you check that the air conditioning is set to 'recycling' mode and that the filters for the air conditioning unit are cleaned.

What's your advice on wearing face masks?

We are receiving a lot of queries about the supply of masks to the community. CHS is not distributing masks to the public, however we have a supply of masks for our staff and patients if needed. Our masks are N95 masks which are the same as the P2 mask.

Our advice to the community is to remain indoors where possible, with windows and doors closed, and see the advice on the ACT Emergency Services Agency (ESA), ACT Health Directorate and NSW Health [websites](#).

The people who are going to get the most value from wearing a face mask are those whose job or lifestyle involves them being outside for prolonged periods of time.

For staff, the use of masks indoors is unlikely to be of a significant help. But if you feel more comfortable wearing a mask, wear it. You need to ensure that the mask is fitted properly and that you follow infection control guidelines.

There is further information in the [outdoor smoke factsheet](#). For our staff who need to be outside we have masks available if needed.

INFORMATION



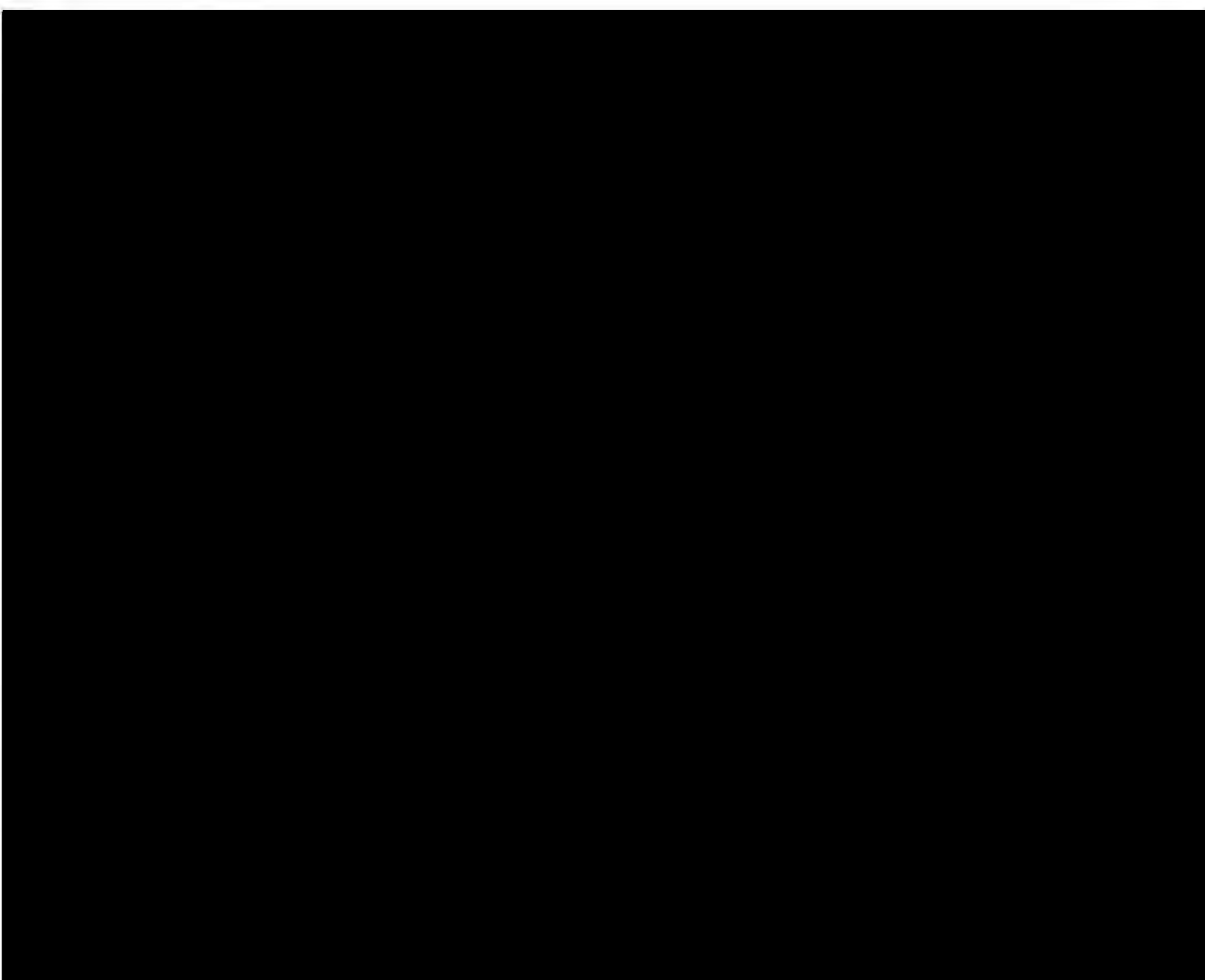
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**Canberra Health
Services**

What can you do if a patient asks about smoke?

Provide reassurance we are implementing strategies to reduce smoke in the hospital. For any patient clinical concerns related to smoke please refer to the appropriate clinical team for assessment and treatment.

For more health advice on heavy smoke and extreme heat conditions in the ACT [click here](#)



From: Clarke, Tessa (Health) On Behalf Of Canberra Health Services Media
Sent: Thursday, 9 January 2020 10:52 AM
To: Shadbolt, Catherine (Health) <Catherine.Shadbolt@act.gov.au>; Hollis, Gregory (Health) <Gregory.Hollis@act.gov.au>
Cc: Wells, Patrick (Health) <Patrick.A.Wells@act.gov.au>; Gilmore, Lisa (Health) <Lisa.Gilmore@act.gov.au>; Canberra Health Services Media <CHSmedia@act.gov.au>
Subject: RE: smoke data [SEC=UNCLASSIFIED]

Hi Catherine

Thank you for your response.

Are we able to get the data for the periods (1-6 Jan 2020, 1-6 Jan 2019, 1-6 Jan 2018) for respiratory presentations and I will include commentary provided below to provide context for the journalist.

Our response will be included in a larger response from WiCs and ESA so our data will need to for the same period.

Kind regards

Tessa Clarke
Assistant Director, Content and Engagement (Media)

Communications and Engagement

Canberra Health Services | ACT Government
 P. (02) 5124 9779 | E. tessa.clarke@act.gov.au
 Canberra Health Services media on-call phone: [REDACTED]

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From: Shadbolt, Catherine (Health)
Sent: Thursday, 9 January 2020 10:37 AM
To: Canberra Health Services Media <CHSmedia@act.gov.au>; Hollis, Gregory (Health) <Gregory.Hollis@act.gov.au>
Cc: Wells, Michelle (Health) <Michelle.Wells@act.gov.au>; Gilmore, Lisa (Health) <Lisa.Gilmore@act.gov.au>
Subject: RE: smoke data [SEC=UNCLASSIFIED]

UNCLASSIFIED

Difficult for us to determine based on Diagnosis in EDIS as there is no code for smoke related, potentially asthma and migraine may be a trigger but I would reluctant to say that these are smoke related.
 But, presentations for December were are a similar to last December and following a same pattern for January.

Catherine Shadbolt | Executive Branch Manager, Planning, Analysis and Insights
 Phone 02 5124 7069 | Email catherine.shadbolt@act.gov.au
 Finance & Business Intelligence | Canberra Health Service | ACT Government
 PO Box 11 Woden ACT 2606 | health.act.gov.au
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From: Clarke, Tessa (Health) <Tessa.Clarke@act.gov.au> On Behalf Of Canberra Health Services Media
Sent: Thursday, 9 January 2020 9:03 AM
To: Hollis, Gregory (Health) <Gregory.Hollis@act.gov.au>; Shadbolt, Catherine (Health) <Catherine.Shadbolt@act.gov.au>
Cc: Wells, Michelle (Health) <Michelle.Wells@act.gov.au>; Gilmore, Lisa (Health) <Lisa.Gilmore@act.gov.au>; Canberra Health Services Media <CHSmedia@act.gov.au>
Subject: FW: smoke data [SEC=UNCLASSIFIED]

Hi Greg and Catherine

We have received an enquiry due today regarding smoke related presentations to the ED.

Can you please provide data from 1 – 6 January for both presenting and being admitted for respiratory/breathing difficulties.

Are we able to also have comparison data for the same period over the last couple of years.

Would also appreciate some commentary around data as I understand we don't record 'smoke related' on respiratory admissions.

Kind regards

Tessa Clarke
 Assistant Director, Content and Engagement (Media)

Communications and Engagement

Canberra Health Services | ACT Government
 P. (02) 5124 9779 | E. tessa.clarke@act.gov.au
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From: [REDACTED]
Sent: Wednesday, 8 January 2020 5:44 PM
To: Canberra Health Services Media <CHSmedia@act.gov.au>
Subject: smoke data

Hi team,

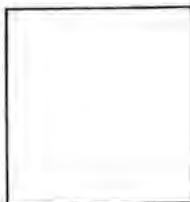
Just wondering if you have any data available on smoke presentations at the hospital? Last press conference i was at i think they said there was no discernable increase, but this doesn't seem to match what doctors, nurses and others in the community have been saying.

let me know if any data is feasible,

Cheers,

[REDACTED]
 Journalist
 Australian Community Media

[REDACTED]
 A 9 Pirie Street, Fyshwick, ACT, 2609
 W www.canberratimes.com.au



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Whittall, Christine (Health)

From: Mckerlie, Donna (Health)
Sent: Thursday, 9 January 2020 2:33 PM
To: Galafassi, Kirsten (Health); Snowden, David; Canberra Health Services Media
Cc: McDonald, Bernadette (Health); Chatham, Elizabeth (Health); Coleman, Kerry (Health); ACT Health, HPSOps; ECC Coordinator; ECC-HealthLO1
Subject: Access Canberra Health Information Line
Attachments: AC and CH switch information - Heavy smoke and masks - as at 200108 FINAL.doc

UNCLASSIFIED

Please note that the Access Canberra health info line is now live: PH: **62050900**

Access Canberra Staff have the attached information.

They will firstly ensure that if it is an emergency, hang up and dial 000.

Canberra switchboard staff to do the same prior to giving out the information line number.

Switchboard staff do not give out the information attached. This is for the access Canberra staff only.

Thankyou for all who worked on this.

Kind Regards

Donna Mckerlie

Director Emergency Management

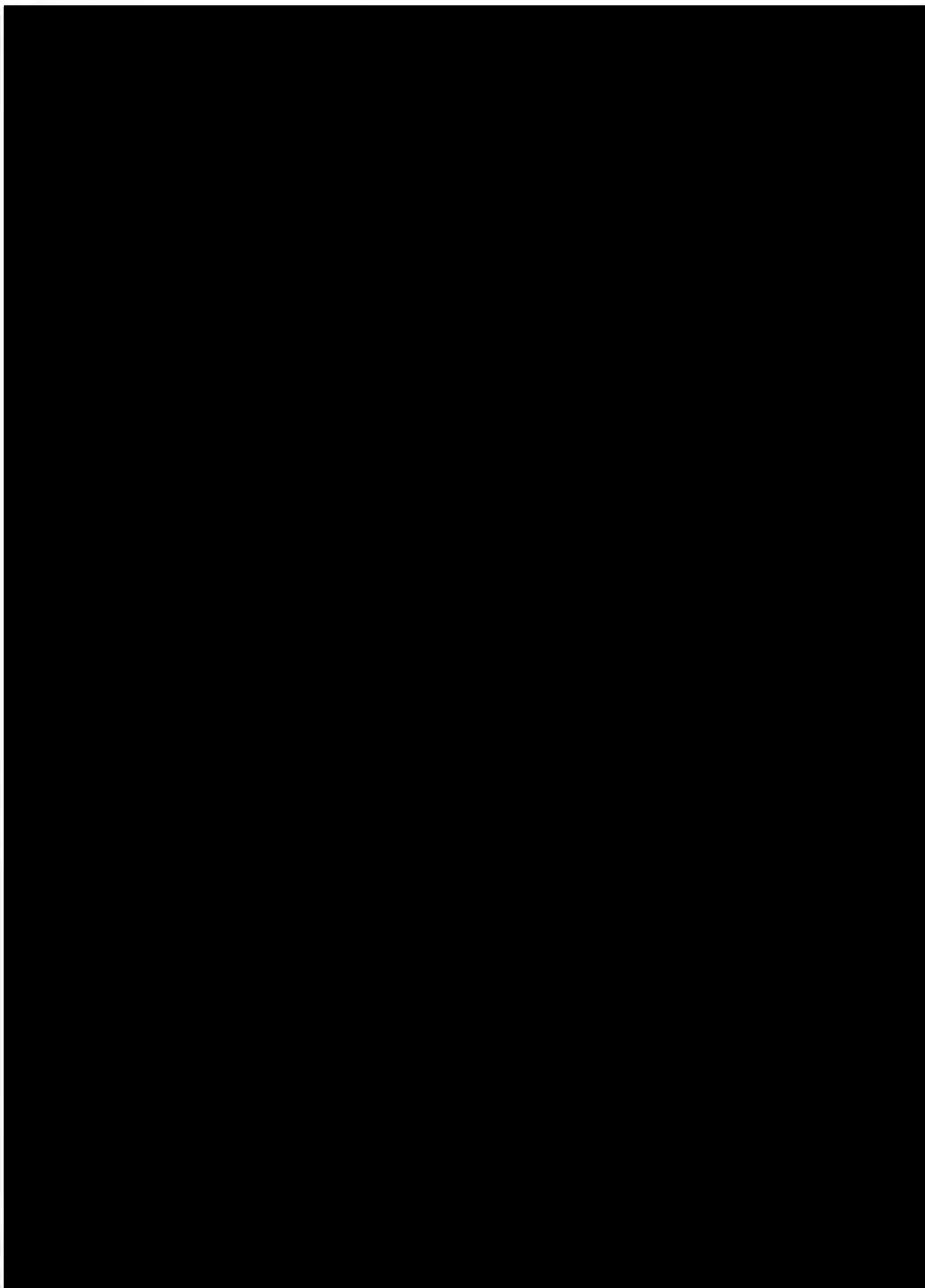
Hospital Emergency Management Coordinator

Office of the Chief Operating Officer | Canberra Health Services | ACT Government

T: 02 5124 5324 | M: [REDACTED] E: donna.mckerlie@act.gov.au

Building 24, Level 1, Canberra Hospital, Yamba Drive, Garran ACT 2605

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From: Figurski, Derek (Health) <Derek.Figurski@act.gov.au>
Sent: Thursday, 9 January 2020 10:34 AM
To: CHS COO <CHSCOO@act.gov.au>
Cc: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Urban, Martin (Health) <Martin.Urban@act.gov.au>; Bronotte, Alinta (Health) <Alinta.Bronotte@act.gov.au>; Daignault, Celine (Health) <Celine.Daignault@act.gov.au>; Sigauke, Simba (Health) <Simba.Sigauke@act.gov.au>; Woods, Candice (Health) <Candice.M.WOODS@act.gov.au>; Schembri, Stuart (Health) <Stuart.Schembri@act.gov.au>; Huang, Carol (Health) <Carol.Huang@act.gov.au>
Subject: Smoke in Sleep Disorders Unit - Building 1 Level 6 [SEC=UNCLASSIFIED]

Hello,

The Sleep Disorders Unit has noticed that over the period of the smoke haze (from the 9th of December) present in the ACT, that there has been pronounced smell and at times a slight haze present in particular in the evenings and overnight in the sleep laboratory bedrooms. The current situation is not ideal for patients as they are exposed for up to 12 hours and staff are exposed to this environment undertaking 9 hour shifts. We do note that the airconditioning plays an integral role in removing the smell and at times a slight haze present in the rooms. The smell is not conducive for sleeping and with the addition of using positive airway pressure (PAP) therapy and patients having masks on their face this could exacerbate the matter with possible more concentrated exposure of the smoke smell. Patient adherence to therapy may be compromised leading to suboptimal PAP treatment outcomes. The staff will ensure that pedestal fans are used overnight and the filters in the back of the equipment are replaced after each sleep study as measures to assist with this matter.

As of Monday the 13th of January we will be conducting overnight sleep studies and I'm requesting that the matter raised above be further investigated and monitoring undertaken next week. The laboratory will be supportive of any additional measures that need to be put in place to minimise the concerns that may be raised by both patients and staff. Also we need to mitigate the need to potentially cancel procedures as there is already a significant wait time for these types of sleep studies.

Thank you for your advice and help in this difficult matter.

Kind regards

Derek Figurski | Laboratory Manager
Accredited Clinical Physiologist Level 2 (Respiratory & Sleep)

Phone: 02 5124 2066 | Email: derek.figurski@act.gov.au
 Department of Respiratory & Sleep Medicine | Canberra Health Services | ACT Government
 Yamba Drive, Garran ACT 2605 | health.act.gov.au
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Pond, Aleks (Health)

From: Prowse, Fay on behalf of Whitten, Meredith
Sent: Monday, 9 December 2019 3:21 PM
To: ###All Staff, ACT Public Service
Cc: Duncan, Tom; Harris, MichaelL
Subject: All Staff - Health Advice to ACT Public Service Employees for smoke haze
Attachments: ACT Health update: Health advice for smoke haze

UNCLASSIFIED



9 December 2019

A MESSAGE FROM THE
**DEPUTY DIRECTOR-GENERAL
 WORKFORCE CAPABILITY & GOVERNANCE**

Meredith Whitten

Health Advice to ACT Public Service Employees for smoke haze

Colleagues

ACT Health has released the attached air quality update in relation to the poor air quality in Canberra. All Canberrans should avoid prolonged or heavy physical activity outside when there is smoke around. People with pre-existing medical conditions should take extra care.

Please refer to the attached advice for more detailed information.

Meredith Whitten
 Deputy Director-General
 Workforce Capability and Governance

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Pond, Aleks (Health)

From: Guinard, Tarryn (Health)
Sent: Thursday, 9 January 2020 4:40 PM
To: Murphy, Andrew (Health)
Cc: Figurski, Derek (Health); Taylor, Jacqui (Health); Maguire, Anne (Health)
Subject: FW: Smoke in Sleep Disorders Unit - Building 1 Level 6 [SEC=UNCLASSIFIED]

UNCLASSIFIED

Good Afternoon Andrew,

Following a conversation with Jacqui Taylor could I please ask for you assistant in the below.

I have just logged two jobs through MYFM:

Smoke/Air Quality Monitoring:

Renal Ward: 4BRN whole ward

Sleep Disorders Units: Building 1 Level 6

Both areas are reporting smoke haze and pronounced smell and require the air quality to be tested.

Please let me know if you require further information.

Kind Regards

Tarryn Guinard

Tarryn Guinard | Business Manager: Executive Director, HITH/MDU & Gen Med
 Phone: 02 5124 4504 | Email: tarryn.guinard@act.gov.au
Division of Medicine | Canberra Health Services | ACT Government
 Level 1, Building 3, Canberra Hospital Garran ACT 2611 | health.act.gov.au
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From: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>
Sent: Thursday, 9 January 2020 3:15 PM
To: Guinard, Tarryn (Health) <Tarryn.Guinard@act.gov.au>
Subject: FW: Smoke in Sleep Disorders Unit - Building 1 Level 6 [SEC=UNCLASSIFIED]

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Can we discuss later

Jacqui Taylor | Executive Director
 Phone: 02 5124 3603 | Email: jacqui.h.taylor@act.gov.au
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From: Figurski, Derek (Health) <Derek.Figurski@act.gov.au>
Sent: Thursday, 9 January 2020 10:34 AM

To: CHS COO <CHSCOO@act.gov.au>
Cc: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Urban, Martin (Health) <Martin.Urban@act.gov.au>; Bronotte, Alinta (Health) <Alinta.Bronotte@act.gov.au>; Daignault, Celine (Health) <Celine.Daignault@act.gov.au>; Sigauke, Simba (Health) <Simba.Sigauke@act.gov.au>; Woods, Candice (Health) <Candice.M.WOODS@act.gov.au>; Schembri, Stuart (Health) <Stuart.Schembri@act.gov.au>; Huang, Carol (Health) <Carol.Huang@act.gov.au>
Subject: Smoke in Sleep Disorders Unit - Building 1 Level 6 [SEC=UNCLASSIFIED]

Hello,

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As of Monday the 13th of January we will be conducting overnight sleep studies and I'm requesting that the matter raised above be further investigated and monitoring undertaken next week. The laboratory will be supportive of any additional measures that need to be put in place to minimise the concerns that may be raised by both patients and staff. Also we need to mitigate the need to potentially cancel procedures as there is already a significant wait time for these types of sleep studies.

Thank you for your advice and help in this difficult matter.

Kind regards

Derek Figurski | Laboratory Manager
Accredited Clinical Physiologist Level 2 (Respiratory & Sleep)

Phone: 02 5124 2066 | Email: derek.figurski@act.gov.au
Department of Respiratory & Sleep Medicine | Canberra Health Services | ACT Government
Yamba Drive, Garran ACT 2605 | health.act.gov.au
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Pond, Aleks (Health)

From: CEOHealth
Sent: Thursday, 9 January 2020 4:45 PM
To: ##All Staff, Canberra Health Services
Subject: A message from the CEO - all staff briefing 2pm Thursday 9 January 2020

UNCLASSIFIED

All Staff Briefing – 2pm Thursday 9 January 2020

Thank you to everyone who attended this afternoon's briefing. For anyone who missed it, you can [watch the video](#) below for the latest information. If you're using Imprivata you can [view the video here](#).

**Next briefing: 2pm Friday 10 January**

The next briefing will be at 2pm on Friday 10 January in the Canberra Hospital Auditorium. At this stage I only plan to hold one briefing on Friday. Keep an eye on your emails or [HealthHub \(intranet\)](#) for information on future briefings.

Smoke

With the smoke haze continuing to impact the ACT, I want to assure you that we have measures in place to minimise the impact of the weather and the smoke on our staff, patients and buildings and continue to monitor the situation.

We have placed fans in high traffic areas in some of our buildings to help remove the smoke. We have also rostered on extra staff for the weekend to monitor the air conditioning and air flow in our buildings in preparation for forecasted high temperatures.

To reduce smoke coming into our buildings, please minimise your movement across the organisation and take internal routes where possible.

There is a fact sheet available that outlines smoke advice information for CHS staff. You can [download the fact sheet online](#). You may like to print a copy and keep it in a central area such a staff tearoom for those who don't have regular access to a computer.

Weather

The temperature is set to rise and with it, the fire danger rating, with the temperature on Friday expected to reach 40 degrees. With the fire rating set to reach 'extreme' on Friday, we need to continue to monitor the situation and to prepare accordingly. We have developed a roster for our Health Emergency Operations Centre and will stand it up if necessary.

Please make sure you review your business continuity plan ahead of tomorrow's more extreme weather conditions.

Air purifiers

Air purifiers have been ordered and will be placed in some smoke affected areas. Please note the air purifiers will not be effective in large spaces. We also need to balance the use of air purifiers while managing trip hazards.

Air purifiers will only be used in areas where it is safe to do so and where the purifier will have some impact on air quality.

Staff smoke comfort supplies

We are continuing to deliver comfort supplies including masks, throat lozenges and eye drops to staff to help with the symptoms of smoke exposure.

As supplies are limited, it's important they are available for staff who need them most, particularly those who are required to work outside and be on the road.

If you need supplies for your area, talk to your manager who can liaise with your divisional rep.

Masks

While we do not have a supply of masks for distribution to the public, we do have masks available to staff. The N95 masks available to staff are equivalent to the P2 masks, and are readily available for staff who need them.

If you have any concerns about masks, I encourage you to watch the [short video](#) below featuring the Director of Respiratory at Canberra Hospital, Stuart Schembri, sharing his smoke health advice.

We continue to receive queries about the supply of masks to the community. The ACT Government has distributed a number of P2 masks to pharmacies across Canberra for the more vulnerable members of the community to access.

Our advice to the community is to remain indoors where possible, with windows and doors closed, and see the advice on the [ESA](#) and [health.act.gov.au](#) websites.

Donations to wildlife organisations

We are aware that some staff members have been approached to donate expired or excess stock to animal rescue centres.

Our priority remains providing exceptional health care to our patients and ensuring the wellbeing of our staff.

If you are contacted to donate CHS stock, expired or otherwise, please forward the request to Jeanne Mclauchlan, Senior Director Logistic Support Services, Infrastructure and Health Support Services CHS (Jeanne.Mclauchlan@act.gov.au).

Jeanne will coordinate the CHS response and/or donations to animal rescue centres. Please do not provide CHS stock to rescue centres outside this process.

Thank you for your understanding.

I would like to remind you all that if you need support, we are here for you. If you have concerns, please speak with your manager, your divisional contact below, or email chscoo@act.gov.au.

The next briefing is at 2pm on Friday 10 January in the Canberra Hospital Auditorium and will be livestreamed to UCH.

Kind regards,

Bernadette McDonald
Chief Executive Officer

Key contacts

Division	Contact	Number
Quality, Safety, Innovation and Improvement	Denise Lamb	
MHJHADS	Deb Plant	
People and Culture	Janine Hammat	
Cancer and Ambulatory Support	Cathie O'Neill	
Women, Youth and Children	Cathy O'Neill	
Medicine	Jacqui Taylor	
Critical Care	Lisa Gilmore	
Rehabilitation, Aged and Community Services	Todd Kaye	
Medical Imaging	Charles Ngu	
Allied Health	Sam Lazarus Andrew Slattery	
Medical Services	Tonia Alexander	
Surgery	Lisa Gilmore	
Nursing and Midwifery	Wendy Mossman	
Patient Support Services	Wendy Mossman	
Finance and Business Intelligence	Ian Turnbull	



Pond, Aleks (Health)

From: Wells, Linda (Health)
Sent: Thursday, 9 January 2020 4:50 PM
To: Andres, Vicki (Health); Craciun, Cristina (Health); DeGarr, Bernadette (Health); Jamali, Aref (Health); Jeyamanoharan, Gowri (Health); Juntanamalaga, Ray (Health); Kellar, Craig (Health); Knight, Judith (Health); Owen, Kathy (Health); Parkinson, Natasha (Health); Ross, Karen (Health); Shah, Ash (Health); Shao, Maggie (Health); Soufan, Abel (Health); Wang, Harry (Health); Zhu, Allen (Health); Walsh, Patrick (Health); Coulton, Geraldine (Health); Watt, Stephen (Health); Lutz, Melodie (Health); Shadbolt, Catherine (Health); Gay, AndrewD (Health); Phipps, Michael (Health); Fletcher, Mark (Health); Dickens, Lesley (Health); Geelhoed, Laura (Health); Meng, Victor (Health); Debeljakovic, Mark (Health); Lau, Ming Ling (Health); Penhaligon, Deidre (Health); Turnbull, Ian (Health)
Subject: FBI Housekeeping

UNCLASSIFIED For-Official-Use-Only

Hi Everyone

Comfort Packs

Please note that comfort packs (masks and eye drops) have been provided for staff in our area. If you require a pack please collect from the Executive Admin Team between the hours of 9:00am to 5:00pm.

Door Closer

A Job has been logged with Facilities Management to have our door closer repaired. It is anticipated that the door will be fixed early next week.

Cardboard Blue Recycling Bin

Some of you may have noticed that the recycling bin is full. ISS will be collecting the bin in the near future and have suggested in the meantime that recycling and cardboard can be placed in the bins located in Building 6 basement level.

Fridges

Both fridges located in FBI will be cleaned either tonight or tomorrow night. If you have any items you wish to keep please ensure that they are removed from the fridge or freezer.

Bathrooms

Andrew has agreed to a small handful of staff utilising our male and female shower facilities until construction of new facilities has been completed in Building 3.

Stationery

Please be advised that a stationery order will be placed tomorrow. If you require an item ordered please let the Executive Admin team know.

Can you all ensure that before you leave each night that the air conditioning unit is turned off and the lights are switched off.

Many thanks

Melodie and Linda

Linda Wells | Administrative Assistant

Phone: 02 5124 6019 | Email: Linda.Wells@act.gov.au

Finance and Business Intelligence | Canberra Health Services | ACT Government

Building 6 Level 2, Canberra Hospital, Garran ACT 2605 | health.act.gov.au

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Pond, Aleks (Health)

From: Murphy, Andrew (Health)
Sent: Thursday, 9 January 2020 5:36 PM
To: Guinard, Tarryn (Health)
Cc: Figurski, Derek (Health); Taylor, Jacqui (Health); Maguire, Anne (Health); Harding, Scott (Health); Tarbuck, Chris (Health)
Subject: RE: Smoke in Sleep Disorders Unit - Building 1 Level 6 [SEC=UNCLASSIFIED]

UNCLASSIFIED

Thanks Tarryn,

I spoke with Derek earlier this afternoon and have agreed on an approach for the Sleep Clinic. Filters across all CHS buildings will be systematically replaced today and tomorrow. Please be aware that stock of some filters may not be immediately available and will be replaced ASAP. Building 1 and B11 were prioritised today and this should see a significant reduction in the smoke smell over the next 24 hours. In addition, I have allocated 2 Air Purifiers to the Sleep Disorders Unit to provide additional air quality in rooms that need to be closed off while testing is undertaken.

Could you please let me know who the best contact in the Renal Ward is so that we can discuss options for this area.

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Guinard, Tarryn (Health) <Tarryn.Guinard@act.gov.au>
Sent: Thursday, 9 January 2020 4:40 PM
To: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Cc: Figurski, Derek (Health) <Derek.Figurski@act.gov.au>; Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Maguire, Anne (Health) <Anne.Maguire@act.gov.au>
Subject: FW: Smoke in Sleep Disorders Unit - Building 1 Level 6 [SEC=UNCLASSIFIED]

UNCLASSIFIED

Good Afternoon Andrew,

Following a conversation with Jacqui Taylor could I please ask for you assistant in the below.

I have just logged two jobs through MYFM:

Smoke/Air Quality Monitoring:

Renal Ward: 4BRN whole ward

Sleep Disorders Units: Building 1 Level 6

Both areas are reporting smoke haze and pronounced smell and require the air quality to be tested.

Please let me know if you require further information.

Kind Regards

Tarryn Guinard

Tarryn Guinard | Business Manager: Executive Director, HITH/MDU & Gen Med
 Phone: 02 5124 4504 | Email: tarryn.guinard@act.gov.au
Division of Medicine | Canberra Health Services | ACT Government
 Level 1, Building 3, Canberra Hospital Garran ACT 2611 | health.act.gov.au
RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>
Sent: Thursday, 9 January 2020 3:15 PM
To: Guinard, Tarryn (Health) <Tarryn.Guinard@act.gov.au>
Subject: FW: Smoke in Sleep Disorders Unit - Building 1 Level 6 [SEC=UNCLASSIFIED]

UNCLASSIFIED

Can we discuss later

Jacqui Taylor | Executive Director
 Phone: 02 5124 3603 | Email: jacqui.h.taylor@act.gov.au
Division of Medicine | Canberra Health Services | ACT Government
 Building 24, Level 2, Canberra Hospital, Garran, ACT 2605 | health.act.gov.au
RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Figurski, Derek (Health) <Derek.Figurski@act.gov.au>
Sent: Thursday, 9 January 2020 10:34 AM
To: CHS COO <CHSCOO@act.gov.au>
Cc: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Urban, Martin (Health) <Martin.Urban@act.gov.au>;
 Bronotte, Alinta (Health) <Alinta.Bronotte@act.gov.au>; Daignault, Celine (Health) <Celine.Daignault@act.gov.au>;
 Sigauke, Simba (Health) <Simba.Sigauke@act.gov.au>; Woods, Candice (Health) <Candice.M.WOODS@act.gov.au>;
 Schembri, Stuart (Health) <Stuart.Schembri@act.gov.au>; Huang, Carol (Health) <Carol.Huang@act.gov.au>
Subject: Smoke in Sleep Disorders Unit - Building 1 Level 6 [SEC=UNCLASSIFIED]

Hello,

The Sleep Disorders Unit has noticed that over the period of the smoke haze (from the 9th of December) present in the ACT, that there has been pronounced smell and at time a slight haze present in particular in the evenings and overnight in the sleep laboratory bedrooms. The current situation is not ideal for patients as they are exposed for up to 12 hours and staff are exposed to this environment undertaking 9 hour shifts. We do note that the airconditioning plays an integral role in removing the smell and at times a slight haze present in the rooms. The smell is not conducive for sleeping and with the addition of using positive airway pressure (PAP) therapy and patients having masks on their face this could exacerbate the matter with possible more concentrated exposure of the smoke smell. Patient adherence to therapy may be compromised leading to suboptimal PAP treatment outcomes. The staff will ensure that pedestal fans are used overnight and the filters in the back of the equipment are replaced after each sleep study as measures to assist with this matter.

As of Monday the 13th of January we will be conducting overnight sleep studies and I'm requesting that the matter raised above be further investigated and monitoring undertaken next week. The laboratory will be supportive of any additional measures that need to be put in place to minimise the concerns that may be raised by both patients and staff. Also we need to mitigate the need to potentially cancel procedures as there is already a significant wait time for these types of sleep studies.

Thank you for your advice and help in this difficult matter.

Kind regards

Derek Figurski | Laboratory Manager
Accredited Clinical Physiologist Level 2 (Respiratory & Sleep)

Phone: 02 5124 2066 | Email: derek.figurski@act.gov.au
Department of Respiratory & Sleep Medicine | Canberra Health Services | ACT Government
Yamba Drive, Garran ACT 2605 | health.act.gov.au
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Clinical Measurement Science professionals deliver compassionate service through collaboration and excellence

Pond, Aleks (Health)

From: Head Of Service
Sent: Thursday, 9 January 2020 6:00 PM
To: ###All Staff, ACT Public Service
Subject: A message on the current State of Alert in the ACT

UNCLASSIFIED



9 January 2020

A message from the Head of Service

Kathy Leigh

2020



A message on the current State of Alert in the ACT

Dear colleagues

We are anticipating that tomorrow will be very hot and the smoke haze is expected to intensify again in Canberra over the next few days.

It is important that we are aware of our own health and safety and keep an eye on our colleagues who may struggle in the challenging conditions.

Across the service we are working to minimise the impact in our workplaces but it is likely that some ACT Government buildings, like people's homes, will be affected to some extent by the smoke.

We know that individuals may be affected differently and I encourage you to talk to your supervisor if you are feeling the effects of smoke. You can assist yourself in these unprecedented times by taking regular breaks, avoiding strenuous activity and staying hydrated.

ACT Health has further information on their website about reducing exposure to smoke, air quality monitoring and the use of face masks (P2/N95). This can be [found here](#).

The broader ACT Public Service continues to work closely with the ACT Emergency Service Agency to prepare and respond to the current State of Alert in the ACT. Over the past week, senior ACTPS leaders have ensured key service areas remain interconnected and well-resourced through regular communications and collaboration.

Working together in this way ensures that we continue to monitor the situation and are well prepared to keep our community informed and safe. I would like to thank all our emergency staff including volunteers for their ongoing work. I would also like to thank all ACTPS staff for their continuous support to our Public Information Coordination Centre (PICC) and those who have been putting in extra work to support our emergency preparations.

I would again like to acknowledge the impact that the recent extreme weather and bushfire events have had on the health and wellbeing of many of us and recognise that these circumstances may continue in the weeks ahead.

As indicated earlier, I know that many of us are experiencing a range of emotions such as concerns about air quality, heat and the surrounding bushfires. Also distressing for many of us is the on-going safety and impact on friends and family members and on our environment and wildlife.

I encourage you to prioritise your wellbeing and practice good self-care during these times. Please talk with your supervisor or Corporate team about supports which may be available, such as flexible work arrangements where this appropriate or leave to manage your well-being.

You can also access the Employee Assistance Program providers listed below and extend the offer to any members of your immediate family who may benefit from these services:

- Assure – 1800 808 374
- Converge International – 1300 687 327
- Benestar – 1300 360 364
- PeopleSense – 1300 307 912

I encourage you to keep up to date on the State of Alert via the ESA website at esa.act.gov.au or ESA's social media accounts on [Facebook](#) and [Twitter](#).

Further information will be provided by your Director-General about any directorate-specific actions that need to be taken under the State of Alert.

Kathy Leigh
Head of Service

Follow us on



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COLLABORATION
INNOVATION

Pond, Aleks (Health)

From: Mclauchlan, Jeanne (Health)
Sent: Thursday, 9 January 2020 7:09 PM
To: Chatham, Elizabeth (Health); Beckingham, Wendy (Health)
Cc: Ramsay, Michelle (Health); McDonald, Bernadette (Health); Murphy, Andrew (Health)
Subject: RE: re contaminated sterile stock

UNCLASSIFIED

Dear Liz

Happy new year!
 My calendar is up to date, therefore happy to meet

Logistic Support Services Status update:**Supply Services**

Any supply services stock items that are being returned damaged due to dust/dirt/smoke to Mitchell supply services are being investigated and quantified (Standard practice). Locations such as Theatres and NICU have identified various damaged items due to dust/dirt/smoke and returning the stock to Mitchell supply services

Sterilising Services (SS) Reusable Medical Devises (RMD)

Any Reusable Medical Devises (RMD) that are being reprocessed due to potential damage due to dust/dirt/smoke (poor air quality), are being reviewed by SS staff and quantified by SS TDOC (instrument tracking system) system. This week, many RMDs have been identified as requiring reprocessing due to dust/dirt/smoke (poor air quality), at both CPHB and CH theatres, reprocessed then qualified via TDOC accordingly. Covering the RMD (similar to Linen trolleys) reduces the likelihood of poor air quality damage. SS have scheduled spot checks for the locations with RMDs.

Hospital store rooms

Staff in each area/unit/ward, with a store room, are responsible for their stock holdings and should check for dust/dirt/smoke stock damage. RMD must be checked for Tape discolouration or any dust/dirt/smoke damage. The current practice is that any items noticed to be damaged should be returned to sterilising services or Supply services to investigate and quantify.

Airvents

FM is currently undertaking additional maintenance for the air conditioning. Andrew Murphy can update on the actions

Please do not hesitate to contact me should you have any further queries.

Regards

Jeanne Mclauchlan | Senior Director
 Phone: 02:51249104. (m) [REDACTED] | Jeanne.mclauchlan@act.gov.au |
 Logistic Support Services | (Food Services, Sterilising Services and Supply Services)
 Canberra Health Services | ACT Government
 Building 1, Level 1, Canberra Hospital, Garran ACT 2607 | act.gov.au

From: Chatham, Elizabeth (Health) <Elizabeth.Chatham@act.gov.au>
Sent: Thursday, 9 January 2020 5:09 PM
To: Beckingham, Wendy (Health) <Wendy.Beckingham@act.gov.au>; Mclauchlan, Jeanne (Health) <Jeanne.Mclauchlan@act.gov.au>
Cc: Ramsay, Michelle (Health) <Michelle.Ramsay@act.gov.au>; McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>
Subject: Re: re contaminated sterile stock

Hi thanks for your email. I think a whole of health service approach is required. Quantifying the amount and cost of contaminated stock is important for an insurance claim. I am currently not on site. Could I please have a quick face to face meeting tomorrow of re situation. The best way to do that is to contact Michelle Ramsay to make a time. I have cced her into this email. Cheers Liz

Get [Outlook for iOS](#)

From: Beckingham, Wendy (Health) <Wendy.Beckingham@act.gov.au>
Sent: Thursday, January 9, 2020 4:03:47 PM
To: Chatham, Elizabeth (Health) <Elizabeth.Chatham@act.gov.au>
Cc: Mclauchlan, Jeanne (Health) <Jeanne.Mclauchlan@act.gov.au>
Subject: re contaminated sterile stock



Good Afternoon Liz

I have tried ringing however unable to make contact at this stage.

The problem with contaminated sterile stock is in a couple of areas but this problem may be even bigger that the couple of areas who have notified me of the contamination.

I know Jeanne is looking into this but I have just received a call from Linda Kohlhagen who believes this should be managed as a whole of hospital approach. Happy to discuss further or I am sure Jeanne is also happy to be contacted.

Currently OR have removed a large amount of stock which is believed to be contaminated from the soot and dirt coming via the air conditioning. I have requested that the air conditioner be checked which it was and that ISS continue to clean vents daily which has also been requested and that OR are covering their stock with plastic. OR have developed an approach which sounds sensible (I have asked them to update their business contingency plan) at this time but a large amount of stock will have to be wasted. Maybe something for CHS to consider is as an insurance claim.

Wendy

Wendy Beckingham

ADON Infection Prevention and Control

ph. (02) 512 43695 or mobile [REDACTED]

RN BHS (Nursing) Grad Cert (Infection Control) MClinicalNurs CICP- E

Email: wendy.beckingham@act.gov.au

Reliable | Progressive | Respectful | Kind



Please consider the environment before printing this email

Pond, Aleks (Health)

From: Murphy, Andrew (Health)
Sent: Friday, 10 January 2020 7:52 AM
To: Muis, Leontine (Health)
Cc: Kaye, Todd (Health)
Subject: Re: Concerns re management of air quality for 24 hr Link team staff: Level 3, Building 6, TCH [SEC=UNCLASSIFIED]

Hi Leontine,

Thanks for the update. Good to hear that things have improved. Finance is on level 2. I will follow up with Ian Turnbull.

Regards,

Andrew Murphy
 Contract Management and Procurement Director | Infrastructure and Health Support Services
 T: (02) 5124 4385 | M: [REDACTED] | E: Andrew.P.Murphy@act.gov.au
 Building 3, Level 1, Canberra Hospital
 RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Muis, Leontine (Health) <Leontine.A.Muis@act.gov.au>
Sent: Friday, January 10, 2020 7:49:04 AM
To: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Cc: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Subject: RE: Concerns re management of air quality for 24 hr Link team staff: Level 3, Building 6, TCH [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hi Andrew,
 Thank you for your email
 My apologies I missed the night duty staff yesterday as I was interviewing.
 The staff are reporting that the air management on Level 3 Building 6 is much improved and has been good afterhours/overnight - very many thanks.

The signage we have put up concerning the closure of windows, doors (particularly Fire doors) and leaving air conditioners on, was working well however coming in this morning I noticed there are two windows open on Level 2 in Building 6 on the Eastside beneath us which is a concern given the anticipated conditions today...

I do not know who works in that particular area.
 Would it be possible for you to assist with that please.

Kind regards,

Leontine Muis
 Nurse Manager Link Team & Complex Houses
 Phone (02) 5124 2900/[REDACTED] Email: Leontine.A.Muis@act.gov.au
 RACS Community Nursing | Canberra Health Services | ACT Government
 TCH, Building 6 Level 3 East Wing | health.act.gov.au
 RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Sent: Wednesday, 8 January 2020 7:12 PM
To: Muis, Leontine (Health) <Leontine.A.Muis@act.gov.au>
Cc: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Subject: RE: Concerns re management of air quality for 24 hr Link team staff: Level 3, Building 6, TCH [SEC=UNCLASSIFIED]

Hi Leontine,

I have confirmed with FM that the air conditioner will remain on after hours in B6 level 3. Could you please let me know how things go tonight?

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Muis, Leontine (Health)
Sent: Wednesday, 8 January 2020 9:40 AM
To: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Cc: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Subject: Concerns re management of air quality for 24 hr Link team staff: Level 3, Building 6, TCH
Importance: High

UNCLASSIFIED

Dear Andrew,

It was suggested I approach you re concerns re air quality for my team members in Building 6, TCH.

The Link team is a community nursing team which operates on a 24 hour basis primarily providing afterhours rapid response care (hospital prevention) to the Canberra community. We are located on Level 3, Building 6 and access our vehicles from the car park behind to attend home visits including overnight, weekends and Public Holidays. We also transport our clinical stock to the cars from the building.

The service is the frontline service overnight for Home Based Palliative Care visits and we also support two ventilator houses in the community; one in Ainslie and one in Banks.

We had significant issues last weekend with smoke entering Building 6 via windows on our level that are not properly sealed.

We also have noted that there is inconsistent management of window and fire door closure in the building.

Would it be possible:

- to perhaps identify one or reduced entry points to the building.
- have signage on entry doors to the building reminding everyone to keep fire doors and windows shut.
- have security staff check in the evening and overnight to ensure that the windows and doors on all levels are shut.

Our team is contactable by our 24 hours mobile no [REDACTED]

Would it be possible to discuss our concerns and appropriate strategies further so that we can endeavour to mitigate our environment as much as possible over the coming days.

NB I carry the mobile phone during the day.

Very many thanks for your assistance,

Kind regards,

Leontine Muis

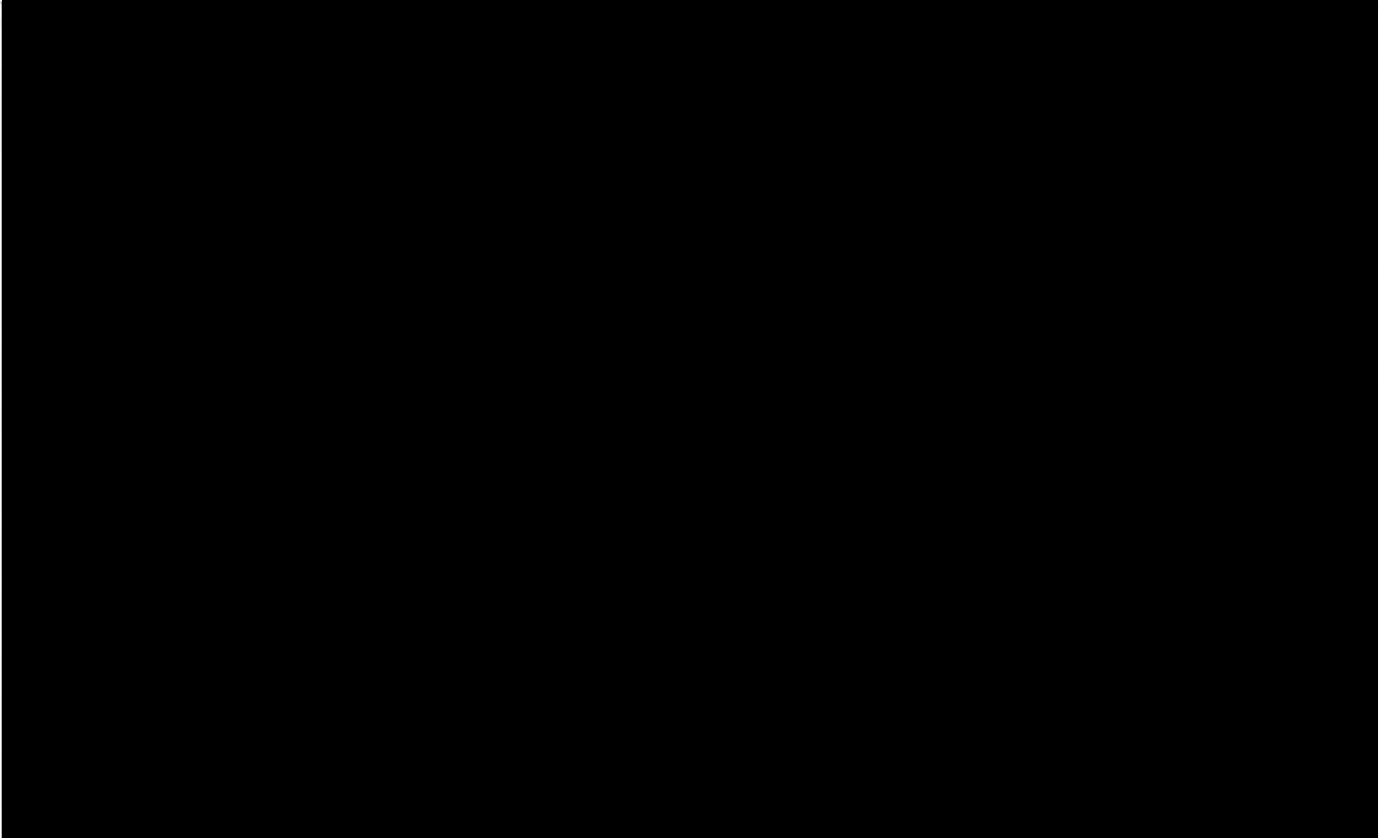
Nurse Manager Link Team & Complex Houses

Phone (02) 5124 2900/ [REDACTED] Email: Leontine.A.Muis@act.gov.au

RACS Community Nursing | Canberra Health Services | ACT Government

TCH, Building 6 Level 3 East Wing | health.act.gov.au

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND



From: Muis, Leontine (Health) <Leontine.A.Muis@act.gov.au>
Sent: Friday, January 10, 2020 7:49 am
To: Murphy, Andrew (Health)
Cc: Kaye, Todd (Health)
Subject: RE: Concerns re management of air quality for 24 hr Link team staff: Level 3, Building 6, TCH
[SEC=UNCLASSIFIED]

UNCLASSIFIED

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Leontine Muis
Nurse Manager Link Team & Complex Houses
Phone (02) 5124 2900 [REDACTED] Email: Leontine.A.Muis@act.gov.au
RACS Community Nursing | Canberra Health Services | ACT Government
TCH, Building 6 Level 3 East Wing | health.act.gov.au
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From: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Sent: Wednesday, 8 January 2020 7:12 PM
To: Muis, Leontine (Health) <Leontine.A.Muis@act.gov.au>
Cc: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Subject: RE: Concerns re management of air quality for 24 hr Link team staff: Level 3, Building 6, TCH
 [SEC=UNCLASSIFIED]

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Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M [REDACTED] | E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Muis, Leontine (Health)
Sent: Wednesday, 8 January 2020 9:40 AM
To: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Cc: Kaye, Todd (Health) <Todd.Kaye@act.gov.au>
Subject: Concerns re management of air quality for 24 hr Link team staff: Level 3, Building 6, TCH
Importance: High

UNCLASSIFIED

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NB I carry the mobile phone during the day.

Very many thanks for your assistance,

Kind regards,

Leontine Muis

Nurse Manager Link Team & Complex Houses

Phone (02) 5124 2900/ [REDACTED] Email: Leontine.A.Muis@act.gov.au

RACS Community Nursing | Canberra Health Services | ACT Government

TCH, Building 6 Level 3 East Wing | health.act.gov.au

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Pond, Aleks (Health)

From: Murphy, Andrew (Health)
Sent: Friday, 10 January 2020 8:01 AM
To: Dahlstrom, Jane (Health)
Cc: Tarbuck, Chris (Health)
Subject: Re: Air Quality B10 [SEC=UNCLASSIFIED]

Hi Jane. This sounds fine to me. I am also working on allocation 2 air purifiers to your team. This may assist to improve the environment immediately around the equipment sensitive to particles. Are you able to advise on the most appropriate location. The units will not overcome the smoke smell for the whole floor.

Happy to discuss if you would like to call me.

Regards,

Andrew Murphy
 Contract Management and Procurement Director | Infrastructure and Health Support Services
 T: (02) 5124 4385 | M: [REDACTED] | E: Andrew.P.Murphy@act.gov.au
 Building 3, Level 1, Canberra Hospital
 RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>
Sent: Thursday, January 9, 2020 8:53:03 PM
To: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Cc: Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>
Subject: RE: Air Quality B10 [SEC=UNCLASSIFIED]

Much appreciated Andrew – this is pleasing to learn given we have not made a decision about whether to change our % air concentration recycled:fresh. I said I would give the staff an updated tomorrow on the matter of smoke in the building.

I plan to say: Facilities management has recommended not to purge or change the air-conditioning settings in building 10 due to the age of the air conditioner and the fact we cannot isolate air conditioning floor by floors. I will say the testing of the air quality done across this week was favourable.

Will that messaging be ok ?

I plan to send an email about midday tomorrow .

Regards
 jane

Jane Dahlstrom
 telephone: +61 2 5124 2891 facsimile: +61 2 5124 2912 mobile: [REDACTED]
 email: jane.dahlstrom@act.gov.au
 If you receive my emails outside of standard work hours, please know that I have no expectation that you will respond outside of your own work hours.

From: Murphy, Andrew (Health)
Sent: Thursday, 9 January 2020 6:06 PM
To: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>
Cc: Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>
Subject: Re: Air Quality B10 [SEC=UNCLASSIFIED]

Hi Jane,

Thank you for talking with me on the phone. As discussed, building 10 results were favourable to the rest of the campus. Results were consistent across all floors with internal PM2.5 concentrations well below 50% of outside concentrations.

As discussed, the data will be passed onto the Clinical Advisory to be included in the overall assessment and advice to staff.

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] | E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>

Sent: Thursday, January 9, 2020 4:07:21 PM

To: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>

Cc: Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>

Subject: FW: Air Quality B10 [SEC=UNCLASSIFIED]

Dear Andrew

I would appreciate a reply given I have heard this discussed twice at the business continuity planning meetings with no mention of building 10

thanks

regards

jane

Jane Dahlstrom

telephone: +61 2 5124 2891 facsimile: +61 2 5124 2912 mobile: [REDACTED]

email: jane.dahlstrom@act.gov.au

If you receive my emails outside of standard work hours, please know that I have no expectation that you will respond outside of your own work hours.

From: Harding, Scott (Health)

Sent: Thursday, 9 January 2020 4:03 PM

To: Andriolo, Kerrie (Health) <Kerrie.Andriolo@act.gov.au>; Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>; Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>

Cc: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>; Farrar, Tracey (Health) <Tracey.Farrar@act.gov.au>

Subject: RE: Air Quality B10 [SEC=UNCLASSIFIED]

Hi Kerrie

This request is best made through Andrew Murphy.

Kind Regards

Scott Harding

FM Maintenance Manager | Infrastructure and Health Support Services

T: (02) 512 45382 | M: [REDACTED] | E: scott.harding@act.gov.au

Building 1, Level 1, The Canberra Hospital Yamba Drive Garran ACT

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ACT
Government

**Canberra Health
Services**

From: Andriolo, Kerrie (Health)

Sent: Thursday, 9 January 2020 4:01 PM

To: Harding, Scott (Health) <Scott.Harding@act.gov.au>; Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>

Cc: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>; Farrar, Tracey (Health) <Tracey.Farrar@act.gov.au>

Subject: Air Quality B10 [SEC=UNCLASSIFIED]

Importance: High

Dear Scott and Chris

Jane Dahlstrom needs to know the B10 air quality particle count today please? I understand that this reading was conducted on Monday 6th January.

Who can I contact to get this information if you are not able to help?

Kerrie Andriolo | Ag: Principle Scientist, ACT Pathology

Phone: (02) 5124 2835 | Fax: 02 5124 3574 | Email: kerrie.andriolo@act.gov.au

ACT Pathology | **Canberra Health Services** | **ACT Government**

Canberra Hospital | Building 10 Level 2 | PO Box 11, Woden ACT 2606 | health.act.gov.au

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Pond, Aleks (Health)

From: Murphy, Andrew (Health)
Sent: Friday, 10 January 2020 8:08 AM
To: Dahlstrom, Jane (Health)
Cc: Tarbuck, Chris (Health)
Subject: Re: Air Quality B10 [SEC=UNCLASSIFIED]

Thank you.

Andrew Murphy
 Contract Management and Procurement Director | Infrastructure and Health Support Services
 T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au
 Building 3, Level 1, Canberra Hospital
 RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>
Sent: Friday, January 10, 2020 8:05:27 AM
To: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Cc: Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>
Subject: Re: Air Quality B10 [SEC=UNCLASSIFIED]

Thanks- great-

Equipment- level 2 - Bernie Wall will know where - one near hematology analysers and another biochemistry machines - when they are about to arrive perhaps contact Kerrie Andriolo - principal scientist and she can assist - I will send her mobile number separately .

Get [Outlook for iOS](#)

From: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Sent: Friday, January 10, 2020 8:00:56 AM
To: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>
Cc: Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>
Subject: Re: Air Quality B10 [SEC=UNCLASSIFIED]

Hi Jane. This sounds fine to me. I am also working on allocation 2 air purifiers to your team. This may assist to improve the environment immediately around the equipment sensitive to particles. Are you able to advise on the most appropriate location. The units will not overcome the smoke smell for the whole floor.

Happy to discuss if you would like to call me.

Regards,

Andrew Murphy
 Contract Management and Procurement Director | Infrastructure and Health Support Services
 T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au
 Building 3, Level 1, Canberra Hospital
 RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>
Sent: Thursday, January 9, 2020 8:53:03 PM
To: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Cc: Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>
Subject: RE: Air Quality B10 [SEC=UNCLASSIFIED]

Much appreciated Andrew – this is pleasing to learn given we have not made a decision about whether to change our % air concentration recycled:fresh. I said I would give the staff an updated tomorrow on the matter of smoke in the building.

I plan to say: Facilities management has recommended not to purge or change the air-conditioning settings in building 10 due to the age of the air conditioner and the fact we cannot isolate air conditioning floor by floors. I will say the testing of the air quality done across this week was favourable.

Will that messaging be ok ?

I plan to send an email about midday tomorrow .

Regards

Jane

Jane Dahlstrom

telephone: +61 2 5124 2891 facsimile: +61 2 5124 2912 mobile: [REDACTED]

email: jane.dahlstrom@act.gov.au

If you receive my emails outside of standard work hours, please know that I have no expectation that you will respond outside of your own work hours.

From: Murphy, Andrew (Health)

Sent: Thursday, 9 January 2020 6:06 PM

To: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>

Cc: Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>

Subject: Re: Air Quality B10 [SEC=UNCLASSIFIED]

Hi Jane,

Thank you for talking with me on the phone. As discussed, building 10 results were favourable to the rest of the campus. Results were consistent across all floors with internal PM2.5 concentrations well below 50% of outside concentrations.

As discussed, the data will be passed onto the Clinical Advisory to be included in the overall assessment and advice to staff.

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>

Sent: Thursday, January 9, 2020 4:07:21 PM

To: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>

Cc: Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>

Subject: FW: Air Quality B10 [SEC=UNCLASSIFIED]

Dear Andrew

I would appreciate a reply given I have heard this discussed twice at the business continuity planning meetings with no mention of building 10

thanks

regards

Jane

Jane Dahlstrom
 telephone: +61 2 5124 2891 facsimile: +61 2 5124 2912 mobile: [REDACTED]
 email: jane.dahlstrom@act.gov.au

If you receive my emails outside of standard work hours, please know that I have no expectation that you will respond outside of your own work hours.

From: Harding, Scott (Health)

Sent: Thursday, 9 January 2020 4:03 PM

To: Andriolo, Kerrie (Health) <Kerrie.Andriolo@act.gov.au>; Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>;

Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>

Cc: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>; Farrar, Tracey (Health) <Tracey.Farrar@act.gov.au>

Subject: RE: Air Quality B10 [SEC=UNCLASSIFIED]

Hi Kerrie

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Kind Regards

Scott Harding

FM Maintenance Manager | Infrastructure and Health Support Services

T: (02) 512 45382 | M: [REDACTED] E: scott.harding@act.gov.au

Building 1, Level 1, The Canberra Hospital Yamba Drive Garran ACT

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ACT
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**Canberra Health
Services**

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Sent: Thursday, 9 January 2020 4:01 PM

To: Harding, Scott (Health) <Scott.Harding@act.gov.au>; Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>

Cc: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>; Farrar, Tracey (Health) <Tracey.Farrar@act.gov.au>

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Importance: High

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Kerrie Andriolo | Ag: Principle Scientist, ACT Pathology

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ACT Pathology | Canberra Health Services | ACT Government

Canberra Hospital | Building 10 Level 2 | PO Box 11, Woden ACT 2606 | health.act.gov.au

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Whittall, Christine (Health)

From: CEOHealth
Sent: Friday, 10 January 2020 9:00 AM
To: ##All Staff, Canberra Health Services
Subject: A message from the CEO - Wellbeing during the current State of Alert

UNCLASSIFIED



It's comforting to see our value of *kind* on display during what has been a difficult period. It's important we continue to be kind to each other and to look after ourselves.

Many people will be feeling distressed and at times overwhelmed by what is happening to them, their families and their community—this is normal. It's normal to feel confused and uncertain about the future.

An important aspect of coping is to recognise that you are not alone in how you feel. Be kind to yourself and don't expect to have all the answers.

Simple things can really help you during this difficult period, including:

- spending time with and getting support from family, friends and other people
- expressing how you are feeling
- keeping to routines as much as possible
- eating healthily and regularly
- maintaining a good sleep pattern
- limiting how much media you access, constantly watching or listening to information about distressing events can make things feel worse.

Support is available during this time, including free confidential counselling through the [Employee Assistance Program \(EAP\)](#). For other support services visit [MyHealth](#).

Online resources to support families and children after a disaster

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- Community Trauma Toolkit – resources to help support adults and children by Emerging Minds
- Getting through floods, drought and extreme climate events – Toolkit by Lifeline
- Helping your children cope with the after effects of a natural disaster – Toolkit by Lifeline

Kind regards,

Bernadette McDonald
Chief Executive Officer

www.health.act.gov.au

Pond, Aleks (Health)

From: Dahlstrom, Jane (Health)
Sent: Friday, 10 January 2020 12:55 PM
To: Murphy, Andrew (Health)
Cc: Tarbuck, Chris (Health)
Subject: FW: update on smoke in the building [SEC=UNCLASSIFIED]

Fyi- thanks again

Jane Dahlstrom

telephone: +61 2 5124 2891 facsimile: +61 2 5124 2912 mobile: [REDACTED]

email: jane.dahlstrom@act.gov.au

If you receive my emails outside of standard work hours, please know that I have no expectation that you will respond outside of your own work hours.

From: Farrar, Tracey (Health)
Sent: Friday, 10 January 2020 12:46 PM
To: #TCH, All Staff Pathology <#TCHAllStaffPathology@act.gov.au>
Subject: update on smoke in the building [SEC=UNCLASSIFIED]

UNCLASSIFIED

Dear Colleagues

As promised I am providing you with a quick update in relation to smoke in the building. Facilities management has recommended that we not purge or change the air-conditioning settings in building 10 due to the age of the air conditioner and the fact we cannot isolate air conditioning floor by floors. The testing of the air quality done across this week was favourable.

With temperatures expected to hit 40 degrees, I encourage you to visit the ACT Health webpage for tips on how to keep comfortable and safe in the hot weather [go to health.act.gov.au/about-our-health-system/population-health/summer-safety].

Thank you again for all your patience during this difficult period. Please refer to the CEO's bulletins in relation links to health and wellbeing advice along with information on special staff support arrangements that are in place to assist those affected by the fires.

Regards

jane

Jane Dahlstrom

telephone: +61 2 5124 2891 facsimile: +61 2 5124 2912 mobile: [REDACTED]

email: jane.dahlstrom@act.gov.au

If you receive my emails outside of standard work hours, please know that I have no expectation that you will respond outside of your own work hours.

Pond, Aleks (Health)

From: Dahlstrom, Jane (Health)
Sent: Friday, 10 January 2020 12:59 PM
To: Koina, Mark (Health); Garrido, Tony (Health); Oakman, Carmen (Health); ACT Health, ACTPathologyED; Allen, Lloyd (Health); Andriolo, Kerrie (Health); Angamma, Manjula (Health); Begg, Moira (Health); Bradbury, Susan (Health); Brady, Monica (Health); Brun, Mary (Health); Campos, Oliver (Health); Dahlstrom, Jane (Health); Farrar, Tracey (Health); Hegarty, Julie (Health); Kennedy, Craig (Health); Li, Candice (Health); Loiterton, Brett (Health); Newton, Simon (Health); Pratt, Jackie (Health); Raby, Jacqui (Health); Smith, SallyJ (Health); Warriar, Geetha (Health); Webb, Fiona (Health); Woodward, Mark (Health)
Subject: FW: update on smoke in the building [SEC=UNCLASSIFIED]

Hi

Can you please make sure your staff are aware of this update?

Thanks
 Regards
 jane

Jane Dahlstrom
 telephone: +61 2 5124 2891 facsimile: +61 2 5124 2912 mobile: [REDACTED]
 email: jane.dahlstrom@act.gov.au

If you receive my emails outside of standard work hours, please know that I have no expectation that you will respond outside of your own work hours.

From: Farrar, Tracey (Health)
Sent: Friday, 10 January 2020 12:46 PM
To: #TCH, All Staff Pathology <#TCHAllStaffPathology@act.gov.au>
Subject: update on smoke in the building [SEC=UNCLASSIFIED]

UNCLASSIFIED

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Thank you again for all your patience during this difficult period. Please refer to the CEO's bulletins in relation links to health and wellbeing advice along with information on special staff support arrangements that are in place to assist those affected by the fires.

Regards
 jane

Jane Dahlstrom

telephone: +61 2 5124 2891 facsimile: +61 2 5124 2912 mobile: [REDACTED]

email: jane.dahlstrom@act.gov.au

If you receive my emails outside of standard work hours, please know that I have no expectation that you will respond outside of your own work hours.

Whittall, Christine (Health)

From: Tarbuck, Chris (Health)
Sent: Friday, 10 January 2020 1:47 PM
To: McDonald, Bernadette (Health)
Subject: Air Purifier locations [SEC=UNCLASSIFIED]
Attachments: 20200110 Distribution of Air Purifier Units.docx

Regards,

Chris Tarbuck | Facilities Director, Infrastructure and Health Support Services

Phone: (02) 5124 3186 | Mobile: [REDACTED] Email: chris.tarbuck@act.gov.au

Facilities Management | Canberra Health Services | ACT Government

Level 1, Building 1, Canberra Hospital, Garran ACT 2605 | health.act.gov.au

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**Canberra Health
Services**

Distribution of Air Purifier Units

Building	Floor	Area	Qty	Serial Number	Comments
11	3	NICU	4		2 in East Rooms, 2 in West Rooms
11	3	Special Care Nursery	3		2 in East Rooms, 1 in West Rooms
11	3	Birth Centre	2		Chanel Connor [REDACTED]
11	3	Birth Suites	8		
12	1	EMU	1		Ang Abigail [REDACTED]
12	1	Imaging MRI	2		Kate Saunder [REDACTED]
12	1	Imaging Ultra Sound	1		Kate Saunder [REDACTED]
12	1	Imaging Angio	1		Kate Saunder [REDACTED]
12	1	ICU	2		
12	1	Resus	1		
1	6	Sleep Disorders Clinic	2		Derek Figurski 42066
10	2	Pathology	2		Kerrie Andriolo [REDACTED]
3	2	14B	2		
3	2	11A	2		
20	1	CT and Admin	2		Verity 48372
6	3	Link Team & Complex Housing	1		Leontine Muis [REDACTED]
Gungahlin WIC	1	Reception	1		
Philip Health Centre	1	Nursing Area	1		

Pond, Aleks (Health)

From: Guthrie, Daniel (Health)
Sent: Friday, 10 January 2020 4:00 PM
To: Hammat, Janine (Health)
Cc: Mooney, Colm (Health); Murphy, Andrew (Health); Keevers, Shannon (Health)
Subject: Smoky conditions Risk Assessment 100120
Attachments: Smoky conditions Risk Assessment 100120.docx

UNCLASSIFIED

Hi Janine,

Please find attached the draft Smoky conditions Risk Assessment 100120 that Shannon and I drafted today.

This is a draft only and if accepted would require ratification at HEOC, particularly in respect of health impacts on persons relating to the smoke.

The air quality results powerpoint presentation is being finalised by Andrew Murphy and I have ask him to forward this to all listed in this email today as well.

Both documents may be useful to the HEOC particularly if conditions worsen.

Regards

Daniel

Daniel Guthrie
Director | Work Health Safety
People and Culture
Level 1, Building 23 | Canberra Hospital
Phone: 5124 9544 | Mobile: [REDACTED]
Email: daniel.guthrie@act.gov.au

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Government**Canberra Health
Services**

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Risk Management & Implementation

Risk Control Action Plan

DIRECTORATE:
Canberra Health Services

Risk assessment conducted by:
Director, Work Health and Safety – Daniel Guthrie
Director, Infrastructure Safety and Risk – Shannon KeEVERS

Agency / Division / Business Unit:					
Risk Reference Number:	Identified Risk: There is a risk of illness or injury to staff due the higher levels of air contaminants due to the ongoing NSW bushfires and smokey conditions.	Inherent Risk Rating (With current controls)		Residual Risk Rating to be achieved (on completion of action plan)	
Consequence Description/s	The consequences of this risk eventuating is staff may suffer from acute or chronic health issues.	Consequence	Likelihood	Consequence	Likelihood
		Moderate	Possible	Minor	Unlikely
Context	Ongoing bushfires across the east coast have resulted in smoke impacting on the air quality in the ACT. Air sampling has confirmed that indoor air quality in CHS buildings is significantly better than the outdoor reference sample (approximately 2 times better indoors).	MEDIUM		MEDIUM	

TREATMENT STRATEGY

Strategy 1	Regular internal messaging and communication to all staff to provide information relevant to the smokey conditions including updates, education and details of CHS and Territory actions.
Strategy 2	Undertake indoor air quality assessments to determine indoor air contaminant levels and efficiency of HVAC systems by comparison to outdoor reference samples.
Strategy 3	Determine the personal protective equipment, actions and items that may reduce the risks and symptoms associated with smoke exposure, and, provide staff with additional protection and comfort during smokey conditions. Consider both indoor and outdoor workers.
Strategy 4	Identify options to minimise smoke ingress into buildings and if possible improve air filtration to reduce smoke saturation.
Strategy 5	Utilise indoor air quality results to determine areas of concern and develop and implement additional control measures to improve air quality and staff comfort and a safety.

IMPLEMENTATION

	Actions to be undertaken to implement the risk treatment strategy	Action Officer	Due Date	Date finished	Comments
ACTION 1	Arrange and deliver daily staff information sessions in the CHS Auditorium and post to the CHS Hub for off-campus facilities to access. Send out all staff email with information from the staff information sessions.	CEO	Ongoing	At cessation of current conditions	Sessions commenced 2 January 2020
ACTION 2	All staff emails sent from CEO about ways to minimise impacts from current conditions including psychological and emotional impacts.	CEO	Ongoing	At cessation of current conditions	
ACTION 3	Arrange and undertake indoor air quality monitoring.	IHSS Safety and Risk	6/1/20	9/1/20	
ACTION 4	Provide air quality monitoring results to the HEOC and Clinical Advisory Team to inform clinical, business and infrastructure decisions.	IHSS Safety and Risk	06/1/20		
ACTION 5	Temporarily install industrial fans at main entrances to prevent smoke ingress.	Facilities Management	5/1/20	At cessation of current conditions	
ACTION 6	Change HVAC filters - prioritising acute settings and aged HVAC infrastructure, to improve efficiency and effectiveness of the system.	Facilities Management	10/1/10	Ongoing	
ACTION 7	Purchase and deploy air purification units to areas of concern as identified through indoor air quality testing results.	IHSS	9/1/20	At cessation of current conditions	



Risk Management & Implementation

ACTION 8	Identify and communicate divisional contacts for staff to raise issues and request for assistance (e.g. supply of comfort packs and building issues)	COO	2/1/20	At cessation of current conditions	
ACTION 9	Purchase and distribute packs of PPE and comfort items (N95 masks, throat lozenges and eye drops) to increase staff comfort and reduce smoke inhalation during current conditions.	Quality, Safety, Innovation and Improvement	6/1/20	At cessation of current conditions	
ACTION 10	Provide managers with clear instructions and guidelines for practicable actions that can be taken to reduce smoke risks to staff. E.g. leave options, alternate work locations etc.	CEO/COO	2/1/20	At cessation of current conditions	
ACTION 11	Continue to monitor projected local outdoor air quality index and prevailing conditions to determine any additional control measures and actions.	HEOC / COO	2/1/20	At cessation of current conditions	
ACTION 12	Stand up the Health Emergency Operations Centre to provide leadership to CHS, the Health Directorate and Government.	CEO	2/1/20	At cessation of current conditions	
ACTION 13	Inform staff to close all windows, keep doors closed to the outside and minimise inter-building travel wherever possible to prevent smoke ingress.	CEO	?????	?????	

Source: Adapted from Australian Capital Territory Insurance Authority (ACTIA) *Risk Management Toolkit*, Canberra, <http://www.treasury.act.gov.au/ACTIA/RM.htm>, June 2012



Risk Management & Implementation

WHSMS Framework B2A3.7
Risk Control Action Plan

Attachments Register

Document Number	Date Added	Document Description	File Location and Number
1	10/1/19	Indoor Air Quality Presentation	<u>Q:\CS\Central\HIS\Risk and Safety\Risk\Advice\Indoor Air Quality.pptx</u>

DRAFT

Ringland, Alice (Health)

From: Ringland, Alice (Health)
Sent: Friday, 10 January 2020 4:37 PM
To: #ACT Health, Mental Health; #ACT Health, Justice Health Services; #ADS Staff
Subject: Staff wellbeing
Attachments: A message from the CEO - Wellbeing during the current State of Alert

Hi all

I was just wanting to check in to see that you are all ok given the current fire and smoke activity in Canberra and the region. Some of the wider MHJHADS staff have been affected by property loss, family directly affected or were involved in evacuations. Some still remain uncertain about any losses. I am hoping you are all ok.

If you have been impacted, my thoughts are with you. Please let me or your line manager know if you need additional support or consideration at this time, or even a chat.

I have included an email from the CEO which contains links to some really useful information and contact details for the EAP etc.

Please look out for each other and take care of yourselves this weekend.

Kind regards

Deb

Deb Plant
Ag Executive Director
 Mental Health, Justice Health, Alcohol & Drug Service
 Phone: 02 5124 1719
 Mobile: [REDACTED]
 Address: 1 Moore St, Ground Floor, Canberra
 GPO Box 825 Canberra City, ACT 2601
 Email: deborah.plant@act.gov.au
 RELIABLE | PROGRESSIVE | RESPECTFUL | KIND



**Canberra Health
 Services**



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Ringland, Alice (Health)

From: CEOHealth
Sent: Friday, 10 January 2020 9:00 AM
To: ##All Staff, Canberra Health Services
Subject: A message from the CEO - Wellbeing during the current State of Alert

UNCLASSIFIED

]

Wellbeing during the current State of Alert

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Many people will be feeling distressed and at times overwhelmed by what is happening to them, their families and their community—this is normal. It's normal to feel confused and uncertain about the future.

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- Helping your children cope with the after effects of a natural disaster – Toolkit by Lifeline

Kind regards,

Bernadette McDonald
Chief Executive Officer

www.health.act.gov.au

Ramsay, Michelle (Health)

From: Hammat, Janine (Health)
Sent: Friday, 10 January 2020 4:38 PM
To: Wells, Patrick (Health); Chatham, Elizabeth (Health); Gilmore, Lisa (Health); CEOHealth
Cc: Guthrie, Daniel (Health); Murphy, Andrew (Health); Mooney, Colm (Health)
Subject: FW: Smoky conditions Risk Assessment 100120
Attachments: Smoky conditions Risk Assessment 100120.docx

UNCLASSIFIED

Hi all – Daniel Guthrie and Andrew Murphy thought it would be a good idea to have a risk assessment for us to refer to should questions arise regarding smoke. See below and attached.

Regards,

Janine

Janine Hammat | Executive Group Manager
 Phone: 02 5124 9631 | Email: janine.hammat@act.gov.au
People and Culture | Canberra Health Services | ACT Government
 Level 1 Building 23 Canberra Hospital
 PO Box 11 WODEN ACT 2606 | health.act.gov.au
RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

This email, and any attachments, may be confidential and/ or subject to legal professional privilege. If you are not the intended recipient please notify the sender and delete all copies of this transmission along with any attachments immediately. You should not copy or use it for any purpose, nor disclose its contents to any other person.

From: Guthrie, Daniel (Health) <Daniel.Guthrie@act.gov.au>
Sent: Friday, 10 January 2020 4:00 PM
To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Cc: Mooney, Colm (Health) <Colm.Mooney@act.gov.au>; Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>; Keevers, Shannon (Health) <Shannon.Keevers@act.gov.au>
Subject: Smoky conditions Risk Assessment 100120

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Both documents may be useful to the HEOC particularly if conditions worsen.

Regards

Daniel

Daniel Guthrie
Director | Work Health Safety
People and Culture
Level 1, Building 23 | Canberra Hospital
Phone: 5124 9544 | Mobile: [REDACTED]
Email: daniel.guthrie@act.gov.au



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Risk Management & Implementation

WHSMS Framework B2A3.7
Risk Control Action Plan

Risk Control Action Plan

DIRECTORATE:
Canberra Health Services

Risk assessment conducted by:
Director, Work Health and Safety – Daniel Guthrie
Director, Infrastructure Safety and Risk – Shannon Keever

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Consequence Description/s	The consequences of this risk eventuating is staff may suffer from acute or chronic health issues.	Consequence	Likelihood	Consequence	Likelihood
		Moderate	Possible	Minor	Unlikely
Context	Ongoing bushfires across the east coast have resulted in smoke impacting on the air quality in the ACT. Air sampling has confirmed that indoor air quality in CHS buildings is significantly better than the outdoor reference sample (approximately 2 times better indoors).	MEDIUM		MEDIUM	

TREATMENT STRATEGY

Strategy 1	Regular internal messaging and communication to all staff to provide information relevant to the smokey conditions including updates, education and details of CHS and Territory actions.
Strategy 2	Undertake indoor air quality assessments to determine indoor air contaminant levels and efficiency of HVAC systems by comparison to outdoor reference samples.
Strategy 3	Determine the personal protective equipment, actions and items that may reduce the risks and symptoms associated with smoke exposure, and, provide staff with additional protection and comfort during smokey conditions. Consider both indoor and outdoor workers.
Strategy 4	Identify options to minimise smoke ingress into buildings and if possible improve air filtration to reduce smoke saturation.
Strategy 5	Utilise indoor air quality results to determine areas of concern and develop and implement additional control measures to improve air quality and staff comfort and a safety.



Risk Management & Implementation

WHSMS Framework B2A3.7
Risk Control Action Plan

IMPLEMENTATION

	Actions to be undertaken to implement the risk treatment strategy	Action Officer	Due Date	Date finished	Comments
ACTION 1	Arrange and deliver daily staff information sessions in the CHS Auditorium and post to the CHS Hub for off-campus facilities to access. Send out all staff email with information from the staff information sessions.	CEO	Ongoing	At cessation of current conditions	Sessions commenced 2 January 2020
ACTION 2	All staff emails sent from CEO about ways to minimise impacts from current conditions including psychological and emotional impacts.	CEO	Ongoing	At cessation of current conditions	
ACTION 3	Arrange and undertake indoor air quality monitoring.	IHSS Safety and Risk	6/1/20	9/1/20	
ACTION 4	Provide air quality monitoring results to the HEOC and Clinical Advisory Team to inform clinical, business and infrastructure decisions.	IHSS Safety and Risk	06/1/20		
ACTION 5	Temporarily install industrial fans at main entrances to prevent smoke ingress.	Facilities Management	5/1/20	At cessation of current conditions	
ACTION 6	Change HVAC filters - prioritising acute settings and aged HVAC infrastructure, to improve efficiency and effectiveness of the system.	Facilities Management	10/1/10	Ongoing	
ACTION 7	Purchase and deploy air purification units to areas of concern as identified through indoor air quality testing results.	IHSS	9/1/20	At cessation of current conditions	



Risk Management & Implementation

WHSMS Framework B2A3.7
Risk Control Action Plan

ACTION 8	Identify and communicate divisional contacts for staff to raise issues and request for assistance (e.g. supply of comfort packs and building issues)	COO	2/1/20	At cessation of current conditions	
ACTION 9	Purchase and distribute packs of PPE and comfort items (N95 masks, throat lozenges and eye drops) to increase staff comfort and reduce smoke inhalation during current conditions.	Quality, Safety, Innovation and Improvement	6/1/20	At cessation of current conditions	
ACTION 10	Provide managers with clear instructions and guidelines for practicable actions that can be taken to reduce smoke risks to staff. E.g. leave options, alternate work locations etc.	CEO/COO	2/1/20	At cessation of current conditions	
ACTION 11	Continue to monitor projected local outdoor air quality index and prevailing conditions to determine any additional control measures and actions.	HEOC / COO	2/1/20	At cessation of current conditions	
ACTION 12	Stand up the Health Emergency Operations Centre to provide leadership to CHS, the Health Directorate and Government.	CEO	2/1/20	At cessation of current conditions	
ACTION 13	Inform staff to close all windows, keep doors closed to the outside and minimise inter-building travel wherever possible to prevent smoke ingress.	CEO	?????	?????	

Source: Adapted from Australian Capital Territory Insurance Authority (ACTIA) *Risk Management Toolkit*, Canberra, <http://www.treasury.act.gov.au/ACTIA/RM.htm>, June 2012



Risk Management & Implementation

WHSMS Framework B2A3.7
Risk Control Action Plan

Attachments Register

Document Number	Date Added	Document Description	File Location and Number
1	10/1/19	Indoor Air Quality Presentation	<u>Q:\CS\Central\HIS\Risk and Safety\Risk\Advice\Indoor Air Quality.pptx</u>

DRAFT

Pond, Aleks (Health)

From: Murphy, Andrew (Health)
Sent: Friday, 10 January 2020 4:57 PM
To: Hammat, Janine (Health); Mooney, Colm (Health); Keevers, Shannon (Health); Guthrie, Daniel (Health)
Subject: RE: Smoky conditions Risk Assess.
Attachments: 20200110 Indoor Air Quality Mon

UNCLASSIFIED

All,

Attached is a draft summary presentation of the Air Quality Monitoring and actions taken to aid improvements that accompanies the Risk Assessment. The intent is that this presentation be provided to the Clinical Advisory team for consideration and not distributed beyond the exec team.

Shannon,
 Could you please update the links in the risk assessment.

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Guthrie, Daniel (Health) <Daniel.Guthrie@act.gov.au>
Sent: Friday, 10 January 2020 4:00 PM
To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Cc: Mooney, Colm (Health) <Colm.Mooney@act.gov.au>; Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>; Keevers, Shannon (Health) <Shannon.Keevers@act.gov.au>
Subject: Smoky conditions Risk Assessment 100120

UNCLASSIFIED

Hi Janine,

Please find attached the draft Smoky conditions Risk Assessment 100120 that Shannon and I drafted today.

This is a draft only and if accepted would require ratification at HEOC, particularly in respect of health impacts on persons relating to the smoke.

The air quality results powerpoint presentation is being finalised by Andrew Murphy and I have ask him to forward this to all listed in this email today as well.

Both documents may be useful to the HEOC particularly if conditions worsen.

Regards

Daniel

Daniel Guthrie**Director | Work Health Safety**

People and Culture

Level 1, Building 23 | Canberra Hospital

Phone: 5124 9544 | Mobile: [REDACTED]

Email: daniel.guthrie@act.gov.au**ACT**
Government**Canberra Health
Services**

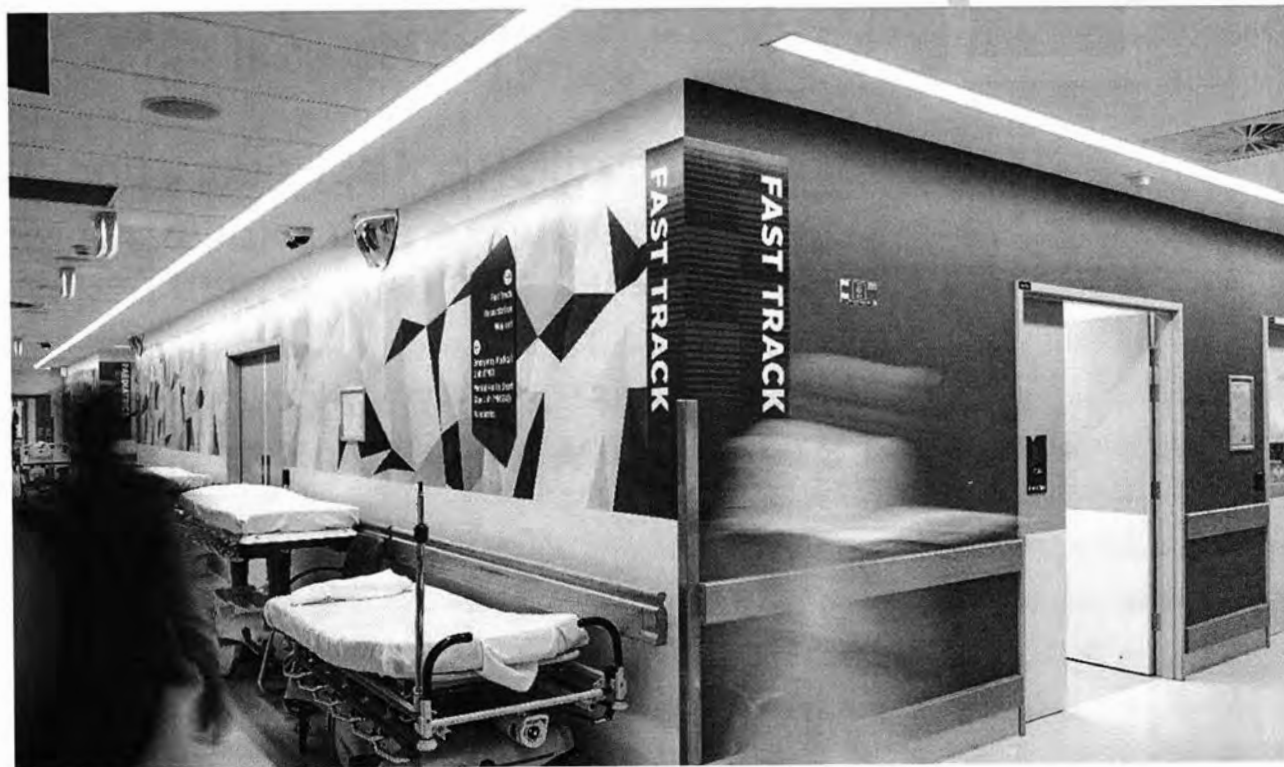
Reliable ▲ Progressive ▲ Respectful ▲ Kind



**Canberra Health
Services**

Indoor Air Quality Monitoring Results

Summary of results from testing
conducted 6/1/2020 and 8/1/2020



Indoor Air Quality at CHS Facilities

- Air monitoring was undertaken on Monday 6 January and Wednesday 8 January at multiple CHS locations as identified in the CHS Risk assessment on the current conditions
- PM2.5 refers to atmospheric particulate matter (PM) that have a diameter of less than 2.5 micrometres, which is about 3% the diameter of a human hair
- Readings were taken for PM2.5, Carbon Monoxide (CO), Nitrogen Dioxide (NO₂) and Volatile Organic Compounds (VOC)
- The readings for PM2.5 are included in this presentation
- The levels of CO, NO₂ and VOC did not exceed recommended limits in any location and are not included in this presentation
- The tables in this presentation and AQI Ratings are based on the seven category ratings used by ACT Health
- Testing was undertaken using calibrated equipment and was conducted by environmental scientists
- All samples were 5 minutes in duration
- Indoor measurements are indicative of outdoor levels measured at a similar time
- 115 samples were taken across two days and 20 buildings

Legend for results

Air quality categories	PM _{2.5} (24 hour) µg/m ³	Potential health effects without following advice or actions	Cautionary health advice/actions**
Good	0-8.9	N/A - Below the relevant air quality standard	None
Meets air quality standard	9-25.9	N/A - Meets the relevant air quality standard	No tailored advice necessary
Unhealthy for sensitive groups	26-39.9	Symptoms may occur in sensitive groups	<p>Sensitive groups* should <u>reduce</u> prolonged or heavy physical activity. Where possible, these people in the community should also limit the time spent outdoors</p> <p>Anyone with a heart or lung condition should take their medication as prescribed by their doctor. People with asthma should follow their asthma action plan. Anyone with concerns about their health should seek medical advice from their doctor. Anyone experiencing wheezing, chest tightness or difficulty breathing should seek urgent medical attention</p>
Unhealthy for all	40-106.9	<p>Increased likelihood of effects for sensitive groups</p> <p>Symptoms may occur in the general population</p>	<p>Everyone should <u>reduce</u> prolonged or heavy physical activity</p> <p>Sensitive groups* should <u>avoid</u> prolonged or heavy physical activity altogether</p> <p>Anyone with a heart or lung condition should take their medication as prescribed by their doctor. People with asthma should follow their asthma action plan. Anyone with concerns about their health should seek medical advice from their doctor. Anyone experiencing wheezing, chest tightness or difficulty breathing should seek urgent medical attention</p>
Very unhealthy (for all)	107-177.9	<p>Significant likelihood of effects for sensitive groups</p> <p>Symptoms among general population common</p>	<p>Everyone should <u>avoid</u> prolonged or heavy physical activity</p> <p>Sensitive groups* should <u>avoid</u> all physical activity outdoors</p> <p>Anyone with a heart or lung condition should take their medication as prescribed by their doctor. People with asthma should follow their asthma action plan. Anyone with concerns about their health should seek medical advice from their doctor. Anyone experiencing wheezing, chest tightness or difficulty breathing should seek medical attention</p>
Hazardous high	>177.9	<p>Serious likelihood of effects for sensitive groups</p> <p>Symptoms among general population very common</p>	<p>Everyone should <u>avoid</u> all physical activity outdoors</p> <p>Sensitive groups* should <u>temporarily relocate</u> to a friend or relative living outside the affected area. If this is not possible, <u>remain indoors and keep activity levels as low as possible</u></p> <p>Anyone with a heart or lung condition should take their medication as prescribed by their doctor. People with asthma should follow their asthma action plan. Anyone with concerns about their health should seek medical advice from their doctor. Anyone experiencing wheezing, chest tightness or difficulty breathing should seek medical attention</p> <p>Anyone experiencing symptoms which may be due to smoke exposure should consider taking a break away from the smoky conditions</p>
Hazardous extreme	> 250	<p>Serious likelihood of effects for sensitive groups</p> <p>Symptoms among general population very common</p>	Cautionary health advice and actions are the same as for Hazardous high above

*People over 65, children 14 years and younger, pregnant women and those with existing heart or lung conditions.

Building 1

Date	Building	Level / Location	Average PM2.5 concentration (µg/m3)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Building 1	Ward 10A southwest corridor	30	43%	70
		Ward 9A southwest corridor	30	43%	
		Ward 8A west-northwest	30	43%	
		Ward 7A southwest corridor	30	43%	
		Ward 6B southeast corridor	30	43%	
		Ward 5A central southwest	40	57%	
		Ward 4B southeast corridor	30	43%	
		Ward 3A northwest	30	43%	
		Level 2 Outpatients north	40	57%	
		Level 1 corridor adjacent kitchen	40	57%	
08/01/2020	Building 1	Level 1 – Kitchen D5-One Docking Station	90	50%	180
		Level 1 – Dish Washing Room	100	56%	
		Level 2 - Outpatients	70	39%	



Building 2

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Building 2	Foyer	60	60%	100
		Level 2	40	40%	
08/01/2020	Building 2	Foyer	100	56%	180

Building 3

Date	Building	Level / Location	Average PM2.5 concentration (µg/m3)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Building 3	Ward 14B	50	71%	70
		Level 1 Ophthalmology	30	43%	
		Level 2 Ward 11A west command area	60	86%	
		Level 2 Ward 11A reception		214%	
		IHSS Shannon Keever's office	70	100%	
08/01/2020	Building 3	IHSS Offices		67%	180
		Ophthalmology	100	56%	
		Ward 14B Reception	90	50%	
		Ward 11A Reception		61%	

Building 4

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Building 4	Level 1 ANU Medical School reception	40	57%	70
		Ground level library adjacent reception desk	40	57%	
08/01/2020	Building 4	Level 1 – ANU Medical School Reception	70	39%	180
		Level G – Library	70	39%	
		Level G – Entry Area	70	39%	

Building 6

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Building 6	Level 1 foyer lift	80	114%	70
		Level 3 foyer lift	70	100%	
		Level 2 foyer lift	60	86%	
08/01/2020	Building 6	Level 3 – East Office	120	67%	180
		Level 2 – Lift Lobby	120	67%	
		Level 1 – Lift Lobby	130	72%	

Building 10

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Building 10	Level 0 adjacent mouse house	30	43%	70
		Level 1 Pathology reception	30	43%	
		Level 6 southwest office	30	43%	
		Level 6 northeast lab	20	29%	
		Level 6 southwest office area	30	43%	
		Level 5 northwest office	20	29%	
		Level 5 central south lab	30	43%	
		Level 4 north lab	20	29%	
		Level 3 central area	30	43%	
		Level 2 central south lab	20	29%	
08/01/2020	Building 10	Level 1 – Pathology Waiting Area	90	50%	180

Building 11

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Building 11	Level 2 Ronald McDonald House reception	30	43%	70
		Level 2 Ronald McDonald House back of house lounge area	40	57%	
		Level 3 Neonatal ICU	40	57%	
		Level 3 Paediatric Medical Ward	20	29%	
08/01/2020	Building 11	Level 3 – NICU	90	50%	180
		Level 3 – Birthing Suites Reception	30	17%	
		Level 2 – Ronald McDonald House Reception	50	28%	

Building 12

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Building 12	Level 2 Clinical Development Nurses Office	20	29%	70
		Level 3 ICU	40	57%	
		Level 3 Theatres	20	29%	
		Level 2 MRI Reception	50	71%	
		Level 2 CT Room	50	71%	
		Level 2 Emergency Medical Unit	50	71%	
		Level 2 Acute ward reception	40	57%	
		Level 2 Resuscitation	40	57%	
08/01/2020	Building 12	Resuscitation	60	33%	180
		CT Rooms	90	50%	
		MRI Corridor	80	44%	

Building 15

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Building 15	Level 2 offices	40	57%	70
		Level 1 waiting	30	43%	
08/01/2020	Building 15	Waiting Area	70	39%	180

Building 19

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Building 19	Level 5 offices north	<10	<14%	70
		Level 4 treatment southwest corridor	<10	<14%	
		Level 3 pharmacy central	<10	<14%	
		Level 2 waiting area	<10	<14%	
		Level 1 reception	30	43%	
08/01/2019	Building 19	Level 4 – Treatment South East	10	6%	180
		Level 2 - Waiting	10	6%	

Building 20

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
08/01/2020	Building 20	Reception	110	61%	180
		Offices	180	100%	
		West Linac Control Room	160	89%	
		East Linac Control Room	100	56%	

Building 24

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Building 24	Northeast office	20	29%	70

Walk in Centres

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Gungahlin Walk in Centre	Reception	50	71%	70
		Corridor	50	71%	
		Adjacent to Treatment Room 3	30	42%	
06/01/2020	Belconnen Walk in Centre	Reception	22	33%	66
		Opposite to Entry of Treatment Hall way	20	30%	
		Treatment Room 4	18	27%	
06/01/2020	Weston Creek Walk in Centre	Reception	35	47%	75
		Opposite Treatment Room 2	35	47%	
		Treatment Room 1	20	27%	
06/01/2020	Tuggeranong Walk in Centre	Reception	31	33%	95
		Treatment room 1	37	39%	
		Hallway adjacent	28	29%	

Phillip Health Centre

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
08/01/2020	Phillip Health Centre	Ground Floor – Dental Reception	90	75%	120
		Ground Floor – Main Reception	90	75%	
		Ground Floor – Rehab Area	80	67%	
		Level 1 – Top of stairs	70	58%	
		Level 1 – Office Area/Nursing Area	80	67%	

Dhulwa

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
08/01/2020	Dhulwa	Nursing (Cassia)	70	21%	340
		Nursing (Lomandra)	70	21%	
		Lomandra Social Area	90	26%	
		Cassia Social Area	80	24%	
		Security Reception	40	12%	

Supply Warehouse

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Supply Warehouse	Row between G – K	50	111%	45
		Between L & J sign	50	111%	
		Warehouse Diagonally opposite corner	46	102%	
		Office - Opposite Jacqui's door	30	67%	
		Office - Far corner opposite entry	24	53%	

Sterilising Services

Date	Building	Level / Location	Average PM2.5 concentration ($\mu\text{g}/\text{m}^3$)	Approximate Percentage of Outdoor Concentration	Outdoor Reference Sample
06/01/2020	Sterilising Services	Sterilisation Office	25	37%	63
		washroom	26	41%	
		washroom office	38	60%	
		Sterilising Room	18	29%	
		Green Room soiled sorting	19	30%	
		Green Room packing	17	27%	
		Green Room inspection room	22	35%	
		Tech. Admin Offices	22	35%	

Areas requiring further investigation

- Phillip Health Centre
- Gungahlin WiC
- Building 3 (except Ophthalmology)
- Building 6
- Building 20
- Building 12 Medical Imaging and EMU
- Supply warehouse

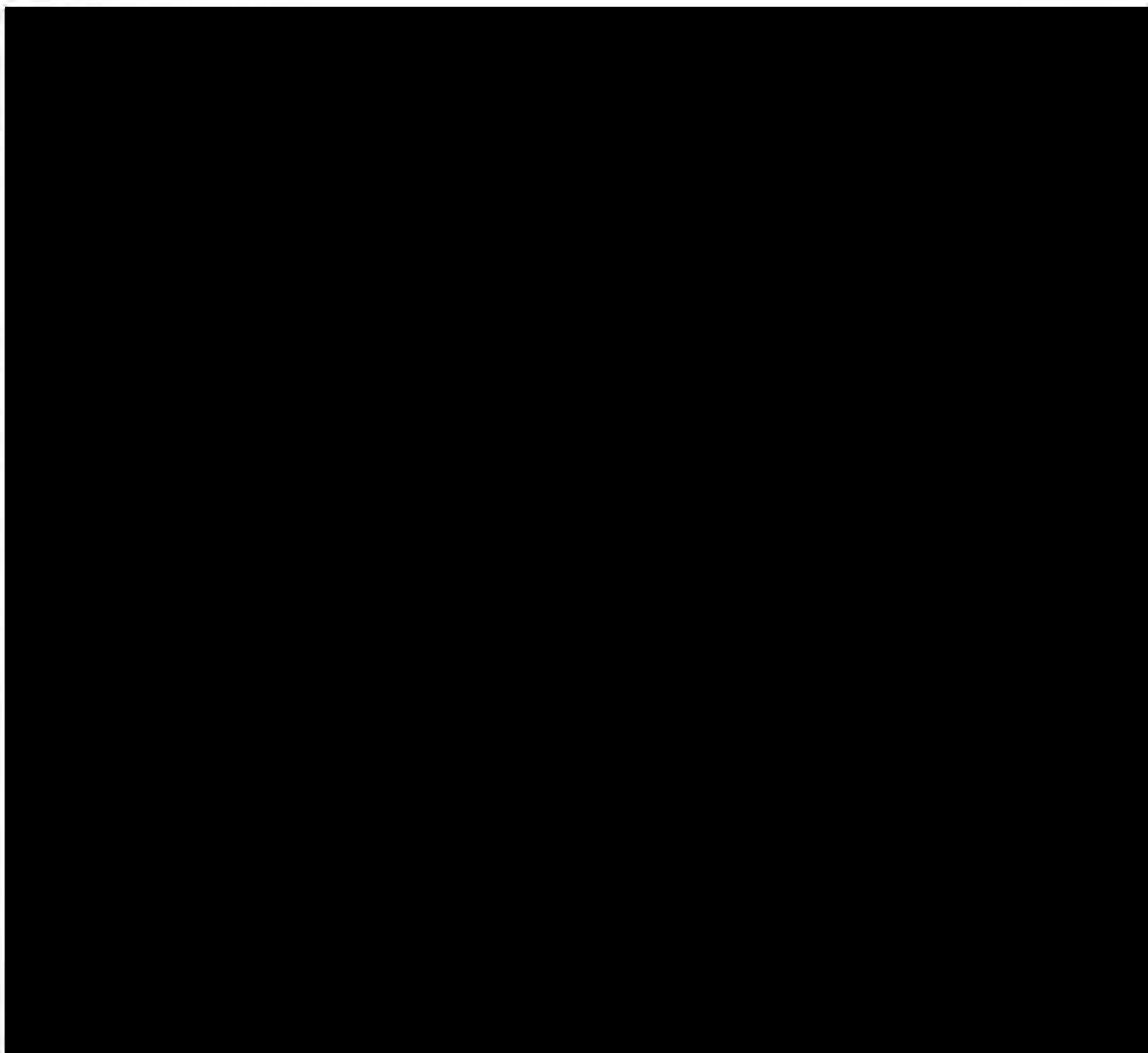
Actions taken

- All HVAC filters have been changed or are on the process of being changed across all CHS buildings
- Large industrial style fans have been placed at main entrance doors
- Staff have been requested to ensure windows are kept shut to reduce the amount of smoke ingress and avoid accidentally leaving open over night
- Doors to balconies, courtyards and entrances have been temporarily closed and locked where practical
- Staff have been encouraged to limit movements throughout the buildings and use internal corridors when possible
- Rental Air Purifiers have been secured and are in the process of being distributed on a priority basis based on clinical need and air monitoring results
- Facilities Management are responding to reported areas to determine appropriate actions to improve the air quality

Recommendations

- That the Clinical Advisory Team note the information contained in this presentation and provide advice on additional actions that should be taken
- Location of air purifiers are prioritised based on the air quality measurements
- Fans at main entrance remain in place while smoke remains in the Territory

Thank you



From: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>

Sent: Friday, January 10, 2020 4:57:08 PM

To: Hammat, Janine (Health) <Janine.Hammat@act.gov.au>; Mooney, Colm (Health) <Colm.Mooney@act.gov.au>;
Keevers, Shannon (Health) <Shannon.Keevers@act.gov.au>; Guthrie, Daniel (Health) <Daniel.Guthrie@act.gov.au>

Subject: RE: Smoky conditions Risk Assessment 100120

UNCLASSIFIED

All,

Attached is a draft summary presentation of the Air Quality Monitoring and actions taken to aid improvements that accompanies the Risk Assessment. The intent is that this presentation be provided to the Clinical Advisory team for consideration and not distributed beyond the exec team.

Shannon,

Could you please update the links in the risk assessment.

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au

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RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

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<Andrew.P.Murphy@act.gov.au>; Keevers, Shannon (Health) <Shannon.Keevers@act.gov.au>

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Regards

Daniel

Daniel Guthrie

Director | Work Health Safety

People and Culture

Level 1, Building 23 | Canberra Hospital

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Government

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Whittall, Christine (Health)

From: CEOHealth
Sent: Friday, 10 January 2020 5:21 PM
To: ##All Staff, Canberra Health Services
Subject: A message from the CEO - all staff briefing 2pm Friday 10 January 2020

UNCLASSIFIED



Minister Rachel Stephen-Smith joined me at today's briefing to thank you all for your hard work during the State of Alert and pulling together to find solutions to issues caused by the smoke and heat.

Thank you to everyone who attended the briefing. For anyone who missed it, you can [watch the video](#) below for the latest information. If you're using Imprivata you can [view the video here](#).

**Next briefing: 12.30pm Saturday 11 January**

The next briefing will be at 12.30pm on Saturday 11 January in the Canberra Hospital Auditorium. At this stage I only plan to hold one briefing on Saturday. Keep an eye on your emails or [HealthHub \(intranet\)](#) for information on future briefings.

Wellbeing during the State of Alert

It's important we continue to be kind to each other and look after ourselves during what has been a difficult period. For suggestions and additional resources on wellbeing during the state of alert please take the time to [read my recent email on wellbeing](#). You may like to print a copy for those who do not have regular access to a computer.

Smoke

With the smoke haze continuing to impact the ACT, I want to assure you that we have measures in place to minimise the impact of the weather and the smoke on our staff, patients and buildings and continue to monitor the situation.

We have placed fans in high traffic areas in some of our buildings to help remove the smoke. We have also cleaned the filters in our air conditioning systems and increased the flow of fresh air coming into our buildings while the outside air quality is relatively good. I have rostered on extra staff for the weekend to monitor the air conditioning and air flow in our buildings.

To reduce smoke coming into our buildings, please minimise your movement across the organisation and take internal routes where possible.

There is a fact sheet available that outlines smoke advice information for CHS staff. You can [download the fact sheet online](#). You may like to print a copy and keep it in a central area such a staff tearoom for those who don't have regular access to a computer.

Weather

With the temperature set to reach 40 degrees today and a fire rating of 'severe', we need to continue to monitor the situation and to prepare accordingly. Our engineering team is monitoring our chillers and air conditioning system closely. We have developed a roster for our Health Emergency Operations Centre and will stand it up if necessary.

Air purifiers

Air purifiers have been placed in some smoke affected areas. Please note the air purifiers are not effective in large spaces. We also need to balance the use of air purifiers while managing trip hazards.

Air purifiers will only be used in areas where it is safe to do so and where the purifier will have some impact on air quality.

Staff smoke comfort supplies

Comfort supplies including masks, throat lozenges and eye drops are available to staff to help with the symptoms of smoke exposure.

As supplies are limited, it's important they are available for staff who need them most, particularly those who are required to work outside and be on the road.

If you need supplies for your area, talk to your manager who can liaise with your divisional rep.

Masks

While we do not have a supply of masks for distribution to the public, we do have masks available to staff. The N95 masks available to staff are equivalent to the P2 masks, and are readily available for staff who need them.

If you have any concerns about masks, I encourage you to watch the [short video](#) below featuring the Director of Respiratory at Canberra Hospital, Stuart Schembri, sharing his smoke health advice.

We continue to receive queries about the supply of masks to the community. The ACT Government has distributed a number of P2 masks to pharmacies across Canberra for the more vulnerable members of the community to access.

Our advice to the community is to remain indoors where possible, with windows and doors closed, and see the advice on the [ESA](#) and health.act.gov.au websites.

Donations to wildlife organisations

We are aware that some staff members have been approached to donate expired or excess stock to animal rescue centres.

Our priority remains providing exceptional health care to our patients and ensuring the wellbeing of our staff.

If you are contacted to donate CHS stock, expired or otherwise, please forward the request to Jeanne Mclauchlan, Senior Director Logistic Support Services, Infrastructure and Health Support Services CHS (Jeanne.Mclauchlan@act.gov.au).

Jeanne will coordinate the CHS response and/or donations to animal rescue centres. Please do not provide CHS stock to rescue centres outside this process.

Thank you for your understanding.

I would like to remind you all that if you need support, we are here for you. If you have concerns, please speak with your manager, your divisional contact below, or email chscoo@act.gov.au.


The next briefing is at 12.30pm on Saturday 11 January in the Canberra Hospital Auditorium and will be livestreamed to UCH.

Kind regards,

Bernadette McDonald
Chief Executive Officer

Key contacts

Division	Contact	Number
Quality, Safety, Innovation and Improvement	Denise Lamb	
MHJHADS	Deb Plant	
People and Culture	Janine Hammat	
Cancer and Ambulatory Support	Cathie O'Neill	
Women, Youth and Children	Cathy O'Neill	
Medicine	Jacqui Taylor	
Critical Care	Lisa Gilmore	
Rehabilitation, Aged and Community Services	Todd Kaye	
Medical Imaging	Charles Ngu	
Allied Health	Sam Lazarus Andrew Slattery	
Medical Services	Tonia Alexander	

Surgery	Lisa Gilmore	
Nursing and Midwifery	Wendy Mossman	
Patient Support Services	Wendy Mossman	
Finance and Business Intelligence	Ian Turnbull	
Infrastructure and Health Support Services	Andrew Murphy	

www.health.act.gov.au

Whittall, Christine (Health)

From: Wells, Patrick (Health)
Sent: Friday, 10 January 2020 5:31 PM
To: McDonald, Bernadette (Health)
Subject: FW: Door Closures and Air Purification Distribution
Attachments: 20200108 Door Entries at Canberra Hospital Diverted due to Smoke Ingress.docx;
 20200110.1 Distribution of Air Purifier Units.docx

UNCLASSIFIED

FYI –

Patrick WellsPhone: 02 5124 3125 | Email: Patrick.A.Wells@act.gov.au**Office of the Chief Executive Officer | Canberra Health Services**GPO Box 825, Canberra City ACT 2601 | health.act.gov.au

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

**ACT**
Government**Canberra Health
Services**

From: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Sent: Friday, 10 January 2020 5:28 PM
To: Chatham, Elizabeth (Health) <Elizabeth.Chatham@act.gov.au>; Gilmore, Lisa (Health) <Lisa.Gilmore@act.gov.au>
Cc: Wells, Patrick (Health) <Patrick.A.Wells@act.gov.au>; Mooney, Chris (Health) <Chris.Mooney@act.gov.au>
Subject: Door Closures and Air Purification Distribution

UNCLASSIFIED

Liz and Lisa,

Please see attached lists of doors that have been temporarily closed to reduce smoke ingress and the locations of the 36 air purification units that have been delivered to date. Please note there are an additional 8 units to be delivered early next week which will be allocated based on the effectiveness over the weekend.

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital

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**ACT**
Government**Canberra Health
Services**

Canberra Health Services Door Divertions due to Smoke Ingress

Building	Level	Area	Details	Fire Door
TCH B1	3	Coronary Care	CCU	No
TCH B1	3		3A Balcony doors	No
TCH B1	4		4A Patient/visitor Lounge Balcony doors	No
TCH B1	6		6A Balcony doors	No
TCH B1	9		9A Balcony doors	No
TCH B1	10		10B Balcony doors	No
TCH B2	2	Zouki Café	Courtyard door	Yes
TCH B2	2	Contractor Carpark	Entry door	Yes
TCH B2	2	Diabetes	Exit door	Yes
TCH B2	3	Staff Café	Balcony doors	No
TCH B3	1	Wards kitchen	Balcony doors	No
TCH B3	1	Wards Office	Balcony doors	No
TCH B3	1	IHSS Office	Balcony doors	No
TCH B3	1	Wards storage	Balcony doors	No
TCH B3	2	Admissions Office	Courtyard door	Yes
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Exit to main road	No
TCH B3	2		11A Courtyard to ED door	No
TCH B3	2		11A Courtyard to ED Side	No
TCH B5	1	Sexual Health	Side door to car park	Yes
TCH B5	1	Sexual Health	Main entry side door	No
TCH B6	1	Administration	Courtyard door 6.1.97	Yes
TCH B7	1	Alcohol and Drug	Carpark door	Yes
TCH B7	2	Alcohol and Drug	Main entry door	Yes
TCH B12	3	ICU	ICU Balcony door	No
TCH B15	1	Stairwell	Door 15.1.126	Yes
TCH B15	2	Stairwell	Door	Yes
TCH B20	1	Radiation Oncology	Yamba drive door	Yes
TCH B20	1	Radiation Oncology	Ambulance bay door	Yes
TCH B20	1	Radiation Oncology	Door to Yamba drive	Yes
TCH B23	1		Door exiting main road	Yes
TCH B23	1		Door exiting main road	Yes
TCH B23	2		Main entry door	No
TCH B24	2		Side entry door	Yes
TCH B25	2	Adult Mental Health	Side entry door 13.24.B23	Yes
Philip	2	Health Care Centre	Northern entry door	Yes

Distribution of Air Purifier Units

Building	Floor	Area	Qty
TCH B1	6	Sleep Disorders Clinic	2
TCH B3	2	14B	2
TCH B3	2	11A	2
TCH B6	3	Link Team & Complex Housing	1
TCH B10	2	Pathology	2
TCH B11	3	NICU	4
TCH B11	3	Special Care Nursery	3
TCH B11	3	Birth Centre	2
TCH B11	3	Birth Suites	8
TCH B12	1	EMU	1
TCH B12	1	Imaging MRI	2
TCH B12	1	Imaging Ultra Sound	1
TCH B12	1	Imaging Angio	1
TCH B12	1	ICU	2
TCH B12	1	Resus	1
TCH B20	1	CT and Admin	2
Gungahlin WIC	1	Reception	1
Philip Health Centre	2	Eating Disorders / Mental Health	1

Whittall, Christine (Health)

From: Stephen-Smith, Rachel
Sent: Friday, 10 January 2020 5:38 PM
To: McDonald, Bernadette (Health)
Cc: Bergin, Catherine; Tomlinson, Benjamin; Cook, Caitlin
Subject: RE: CHS key information relating to impact of smoke

Thank you very much Bernadette – greatly appreciated.

Rachel

From: McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>
Sent: Friday, 10 January 2020 5:16 PM
To: Stephen-Smith, Rachel <Rachel.Stephen-Smith@act.gov.au>
Cc: Bergin, Catherine <Catherine.Bergin@act.gov.au>; Tomlinson, Benjamin <Benjamin.Tomlinson@act.gov.au>;
Cook, Caitlin <Caitlin.Cook@act.gov.au>
Subject: CHS key information relating to impact of smoke

UNCLASSIFIED

Dear Minister, please find attached key information relating to the smoke impact for CHS as discussed.
Kind Regards
Bernadette

Whittall, Christine (Health)

From: Head Of Service
Sent: Friday, 10 January 2020 5:44 PM
To: ###All Staff, ACT Public Service
Subject: Bushfire update

UNCLASSIFIED

UNCLASSIFIED



10 January 2020

A message from the Head of Service

Kathy Leigh

2020

**Thank you**

Colleagues

It has been a busy and challenging week across ACT Emergency Services and the broader ACT Public Service as we have worked to support and protect our community during the State of Alert.

I wanted to take a moment to thank all officers as well as volunteers and our community service partners who have been integral in us delivering a coordinated, collaborative and timely response.

Some of the attributes which makes the ACTPS great including agility, collaboration, respect and innovation have been demonstrated through the work undertaken, including looking for ways to maintain service delivery.

I would like to thank all staff for their efforts, which I acknowledge at times have occurred outside of hours or in challenging conditions and those staff, volunteers and service partners who will continue their important work over the weekend.

Your commitment and contribution is appreciated not only by the ACTPS and government, but our community.

As we head into the weekend please remember to stay up to date and follow the advice of the ACT Emergency Services Agency through the [ESA website](#) or [social media](#).

Thank you

Kathy Leigh
Head of Service

Follow us on



RESPECT INTEGRITY
COLLABORATION
INNOVATION

Chatham, Elizabeth (Health)

From: Chatham, Elizabeth (Health)
Sent: Friday, 10 January 2020 6:40 PM
To: McDonald, Bernadette (Health)
Subject: FW: Door Closures and Air Purification Distribution
Attachments: 20200108 Door Entries at Canberra Hospital Diverted due to Smoke Ingress.docx;
 20200110.1 Distribution of Air Purifier Units.docx

UNCLASSIFIED

FYI

Kind Regards,

Elizabeth Chatham | Interim Chief Operating Officer
 Phone: 02 5124 7354 | Email: Elizabeth.Chatham@act.gov.au
 Canberra Health Services | ACT Government
 Building 24, Level 2, Canberra Hospital, Garran, ACT 2605 | PO Box 11, Woden, ACT 2606 | www.health.act.gov.au
 Reliable ♦ Progressive ♦ Respectful ♦ Kind

Our vision is creating exceptional healthcare together

Our role is to be a health service that is trusted by our community.

Our values are Reliable, Progressive, Respectful, Kind



From: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Sent: Friday, 10 January 2020 5:28 PM
To: Chatham, Elizabeth (Health) <Elizabeth.Chatham@act.gov.au>; Gilmore, Lisa (Health) <Lisa.Gilmore@act.gov.au>
Cc: Wells, Patrick (Health) <Patrick.A.Wells@act.gov.au>; Mooney, Chris (Health) <Chris.Mooney@act.gov.au>
Subject: Door Closures and Air Purification Distribution

UNCLASSIFIED

Liz and Lisa,

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Andrew Murphy
 Contract Management and Procurement Director | Infrastructure and Health Support Services
 T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au
 Building 3, Level 1, Canberra Hospital
RELIABLE | PROGRESSIVE | RESPECTFUL | KIND



ACT
Government

**Canberra Health
Services**

Canberra Health Services Door Divertions due to Smoke Ingress

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TCH B11	3	Special Care Nursery	3
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TCH B11	3	Birth Suites	8
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TCH B12	1	Imaging MRI	2
TCH B12	1	Imaging Ultra Sound	1
TCH B12	1	Imaging Angio	1
TCH B12	1	ICU	2
TCH B12	1	Resus	1
TCH B20	1	CT and Admin	2
Gungahlin WIC	1	Reception	1
Philip Health Centre	2	Eating Disorders / Mental Health	1

Guinard, Tarryn (Health)

From: Dahlstrom, Jane (Health)
Sent: Saturday, 11 January 2020 2:39 PM
To: Guinard, Tarryn (Health); Coatsworth, Nicholas (Health)
Cc: Taylor, Jacqui (Health)
Subject: RE: Bushfire smoke health impacts information for CHS clinicians

UNCLASSIFIED

Thanks Tarryn

Nothing from me other than to say Prof Chris Nolan is also leading a potential project looking more long-term health impacts arising from exposure to smoke related to pregnant ladies and Robyn Lucas is involved with a linkage project they may have some relevance to you – they are collecting data about air quality

Regards
 Jane

Jane Dahlstrom
 telephone: +61 2 5124 2891 facsimile +61 2 5124 2912 mobile [REDACTED]
 email: jane.dahlstrom@act.gov.au
 If you receive my emails outside of standard work hours, please know that I have no expectation that you will respond outside of your own work hours.

From: Guinard, Tarryn (Health)
Sent: Friday, 10 January 2020 9:01 AM
To: Abhayaratna, Walter (Health) <Walter.P.Abhayaratna@act.gov.au>; Lim, Boon (Health) <Boon.Lim@act.gov.au>; Williams, Felicity (Health) <Felicity.Williams@act.gov.au>; Schembri, Stuart (Health) <Stuart.Schembri@act.gov.au>; Craft, Paul (Health) <Paul.Craft@act.gov.au>; Paramadhathil, Anil (Health) <Anil.Paramadhathil@act.gov.au>; Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>; Johnston, Vanessa (Health) <Vanessa.Johnston@act.gov.au>; Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>; Howard, Scott (Health) <Scott.E.Howard@act.gov.au>
Cc: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Smith, Cathie (Health) <Cathie.Smith@act.gov.au>; Behm, Claire (Health) <Claire.Behm@act.gov.au>
Subject: FW: Bushfire smoke health impacts information for CHS clinicians

UNCLASSIFIED

Good Morning Everyone,

Please see attached information from Dr Claire Behm as a follow on from our conversations earlier this week.

Could you please provide any feedback or comment to me as soon as possible.

Kind Regards

Tarryn Guinard

Tarryn Guinard | Business Manager: Executive Director, HITH/MDU & Gen Med
 Phone: 02 5124 4504 | Email: tarryn.guinard@act.gov.au
 Division of Medicine | Canberra Health Services | ACT Government
 Level 1, Building 3, Canberra Hospital Garran ACT 2611 | health.act.gov.au
 RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Behm, Claire (Health) <Claire.Behm@act.gov.au>
Sent: Thursday, 9 January 2020 2:40 PM
To: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>
Cc: McKerlie, Donna (Health) <Donna.McKerlie@act.gov.au>; Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>; Johnston, Vanessa (Health) <Vanessa.Johnston@act.gov.au>
Subject: FW: Bushfire smoke health impacts information for CHS clinicians

UNCLASSIFIED

Dear Jacqui,

Just following up on our conversation from earlier in the week, about the Office of the Chief Health Officer putting together some information on the health impacts of bushfire smoke for CHS clinicians.

At the present time, the ACT Health Directorate are not planning to develop our own fact sheet on the health impacts of exposure to bushfire smoke, as researchers from the National Centre for Epidemiology and Population Health in collaboration with the Australian Government Department of Health and jurisdictional health departments are in the process of drafting a series of fact sheets on the health impacts of bushfire smoke.

While we are waiting for these fact sheets to be finalised, we have put together the dot points below to give a brief summary of the expected health impacts from exposure to bushfire smoke, based a quick review of the evidence. I have also attached a systematic review, which may be of interest to some of the clinicians at CHS, that gives a reasonably good overview of the strength of evidence available up to ~2015. It does not include evidence from the ongoing Hazelwood Health Study, which has been collecting data on health outcomes following the Hazelwood/Morwell coal mine fire in Victoria. Fact sheets on the findings from the HHS can be found at <https://hazelwoodhealthstudy.org.au/study-findings/fact-sheets-and-summaries>

Vulnerable Groups

The following population groups may be more susceptible to the health effects of fine particulate air-pollution (PM2.5 particles), such as those found in bushfire smoke:

- People with chronic respiratory and cardiac conditions, as exposure to PM2.5 air-pollution may exacerbate symptoms.
- Older adults (people over 65 years of age), as they are more likely to have compromised respiratory or cardiac function.
- Pregnant women, as unborn babies may be more susceptible to adverse effects from PM2.5 particles, and pregnant women have increased demand on their respiratory and cardiovascular systems.
- Children, as they have a higher respiratory rate and actively developing respiratory, cardiac and immune systems.

Health Impacts of bushfire smoke

- The strength and consistency of the evidence for the health-effects of exposure to bushfire smoke is variable.
- Given the complexities of precisely measuring and classifying exposure to bushfire smoke and health outcomes across varying time periods and populations, results from published studies should be carefully interpreted as they may not be generalisable to the recent bushfire smoke events in the ACT.
- There is very limited evidence for any long-term effects arising from intermittent exposure to bushfire smoke. Most of the published studies on the health effects of bushfire smoke have examined short to medium-term outcomes.
- Studies of the long-term health impacts arising from chronic exposure to air pollution in highly polluted cities (for example in Beijing or New Delhi) are not generalisable to the setting of intermittent exposure to bushfire smoke in the ACT, which usually has very good air quality.
- It is also important to note that the overall effect size estimated in the available epidemiological research is often small and may not be of great clinical significance at the level of an individual patient but may be of public health significance at a whole of population level.

The strongest evidence for health outcomes associated with exposure to high levels of bushfire smoke is for:

- Increased all-cause mortality
- Increased respiratory ED visits - asthma, chronic obstructive pulmonary disease (COPD) and respiratory infections
- Increased respiratory primary care visits - asthma, COPD and respiratory infections
- Increased respiratory hospitalisations - asthma and COPD
- Increased use of asthma medications.

Weaker evidence is available for an association with the following health outcomes:

- Cardiovascular mortality
- Out-of-hospital cardiac arrest
- ED and other healthcare attendances for chronic heart failure and ischaemic heart disease
- Pre-term birth
- Decreased birth weight.

I hope this information is of assistance – please let me know if you have any queries.

Kind regards,

Claire

Dr Claire Behm | Public Health Medicine Registrar

Ph: 02 5124 9239 | Email: claire.behm@act.gov.au

Health Protection Service, Public Health Protection and Regulation | ACT Health Directorate

25 Mulley St, Holder ACT 2611

health.act.gov.au



Guinard, Tarryn (Health)

From: Schembri, Stuart (Health)
Sent: Monday, 13 January 2020 10:27 AM
To: Guinard, Tarryn (Health); Abhayaratna, Walter (Health); Lim, Boon (Health); Williams, Felicity (Health); Craft, Paul (Health); Paramadhathil, Anil (Health); Dahlstrom, Jane (Health); Johnston, Vanessa (Health); Coleman, Kerryn (Health); Howard, Scott (Health)
Cc: Taylor, Jacqui (Health); Smith, Cathie (Health); Behm, Claire (Health)
Subject: RE: Bushfire smoke health impacts information for CHS clinicians [SEC=UNCLASSIFIED]

Hello all

At first glance, the authors' conclusion certainly sounds very alarming "Consistent evidence from a large number of studies indicates that wildfire smoke exposure is associated with respiratory morbidity with growing evidence supporting an association with all-cause mortality". However one must delve into the supplemental material to understand the real impact of the author's conclusions.

The point estimates for the HR for all-cause mortality in the studies cited range from 1.004 to 1.50. Understanding this statistic requires knowledge of one's baseline risk. So for eg – if I have an approx. 1 in 700 chance of dying in the next 12 months. The bushfire smoke exposure increases that risk to somewhere between 1 in 400 and 1 in 699 thus meaning that I am still more likely NOT to die in the next 12 months than die (my wife will be pleased to hear this). The same thing applies to their quoted resp morbidity with none of the studies I saw doubling one's risk and some suggesting a protective effect (presumably because people don't go out)

There is a danger extrapolating population statistics to individuals and I think we should resist this. Pls note that I am not saying that bushfire smoke exposure is OK, clearly people (esp vulnerable ones) should limit their exposure to it. We do however need to find the correct balance between being dismissive of risk and being alarmist.

Happy to chat further

Stuart

From: Guinard, Tarryn (Health)
Sent: Friday, 10 January 2020 9:01 AM
To: Abhayaratna, Walter (Health) <Walter.P.Abhayaratna@act.gov.au>; Lim, Boon (Health) <Boon.Lim@act.gov.au>; Williams, Felicity (Health) <Felicity.Williams@act.gov.au>; Schembri, Stuart (Health) <Stuart.Schembri@act.gov.au>; Craft, Paul (Health) <Paul.Craft@act.gov.au>; Paramadhathil, Anil (Health) <Anil.Paramadhathil@act.gov.au>; Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>; Johnston, Vanessa (Health) <Vanessa.Johnston@act.gov.au>; Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>; Howard, Scott (Health) <Scott.E.Howard@act.gov.au>
Cc: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Smith, Cathie (Health) <Cathie.Smith@act.gov.au>; Behm, Claire (Health) <Claire.Behm@act.gov.au>
Subject: FW: Bushfire smoke health impacts information for CHS clinicians

UNCLASSIFIED

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Could you please provide any feedback or comment to me as soon as possible.

Kind Regards

Tarryn Guinard

Tarryn Guinard | Business Manager: Executive Director, HITH/MDU & Gen Med
 Phone: 02 5124 4504 | Email: tarryn.guinard@act.gov.au
Division of Medicine | Canberra Health Services | ACT Government
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I hope this information is of assistance – please let me know if you have any queries.

Kind regards,

Claire

Dr Claire Behm | Public Health Medicine Registrar

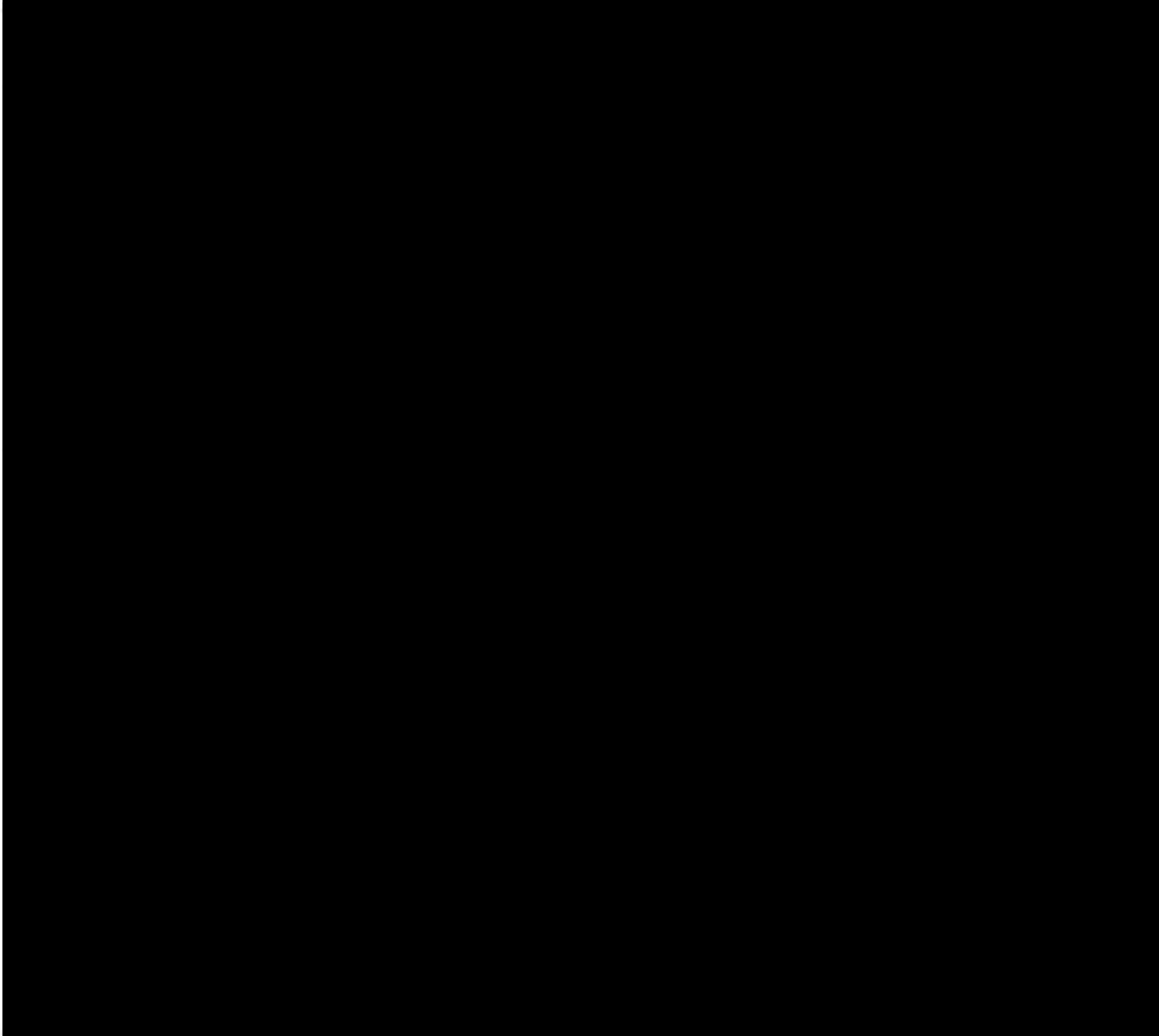
Ph: 02 5124 9239 | Email: claire.behm@act.gov.au

Health Protection Service, Public Health Protection and Regulation | ACT Health Directorate

25 Mulley St, Holder ACT 2611

health.act.gov.au





From: Chatham, Elizabeth (Health) <Elizabeth.Chatham@act.gov.au>
Sent: Saturday, 4 January 2020 8:47 AM
To: Bower, Linda (Health) <Linda.Bower@act.gov.au>
Subject: FW: Air Quality Monitoring

UNOFFICIAL

COst

Kind Regards,

Elizabeth Chatham | Interim Chief Operating Officer
Phone: 02 5124 7354 | Email: Elizabeth.Chatham@act.gov.au
Canberra Health Services | ACT Government
Building 24, Level 2, Canberra Hospital, Garran, ACT 2605 | PO Box 11, Woden, ACT 2606 | www.health.act.gov.au
Reliable ♦ Progressive ♦ Respectful ♦ Kind

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Our values are Reliable, Progressive, Respectful, Kind



From: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Sent: Friday, 3 January 2020 6:54 PM
To: Chatham, Elizabeth (Health) <Elizabeth.Chatham@act.gov.au>
Cc: Keevers, Shannon (Health) <Shannon.Keevers@act.gov.au>
Subject: Air Quality Monitoring

Good evening Liz,

As discussed on the phone, we have engaged Robson Environmental to conduct Air Quality measurements on Monday 6th at key CHS locations. This decision was essential to secure the resources and equipment due to the high demand on Robson for their services.

The cost for these services will be approximately \$3000.

Regards,

Andrew Murphy
Contract Management and Procurement Director | Infrastructure and Health Support Services
T: (02) 5124 4385 | M: [REDACTED] | E: Andrew.P.Murphy@act.gov.au
Building 3, Level 1, Canberra Hospital
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Dale, Emm (Health)

From: CEOHealth
Sent: Monday, 13 January 2020 1:56 PM
To: ##All Staff, Canberra Health Services
Subject: A message from the CEO - Update on weather conditions and smoke haze

UNCLASSIFIED



Over the past few weeks I have been proud to see how the organisation has pulled together during these unprecedented weather conditions and smoke, and that our values of reliable, progressive, respectful and kind were all on display.

Although it's anticipated that there's a cooler change on the horizon, the smoke is expected to linger. I would like to reiterate some of the measures we have put in place to manage and monitor the weather conditions and smoke.

What we're doing

We will continue to monitor and minimise the impact of the weather and smoke on our staff, patients and buildings.

Our engineering team will continue to monitor our chillers and air conditioning system closely.

Air purifiers have been placed in some smoke affected areas. Please note the air purifiers are not effective in large spaces. We also need to balance the use of air purifiers with the need to manage trip hazards. If you feel your area needs an air purifier, please speak with your manager who can talk to your divisional rep.

What we need you to do

To reduce smoke coming into our buildings, please minimise your movement across the organisation and take internal routes where possible. Please also continue to keep exterior doors and windows closed.

There is a [fact sheet](#) available that outlines smoke advice information for CHS staff. You may like to print a copy and keep it in a central area such a staff tearoom for those who don't have regular access to a computer.

Our advice to the community is to remain indoors where possible, with windows and doors closed, and see the advice on the [ESA](#) and [health.act.gov.au](#) websites.

Staff smoke comfort supplies

Comfort supplies including masks, throat lozenges and eye drops are available to staff to help with the symptoms of smoke exposure. As supplies are limited, it's important they are available for staff who need them most, particularly those who are required to work outside and be on the road. We are topping up supplies as needed, if you need more for your area, talk to your manager who can liaise with your divisional rep.

Masks

While we do not have a supply of masks for distribution to the public, we do have masks available to staff. N95 masks are equivalent to the P2 masks and are readily available for staff who need them.

If you have any concerns about masks, I encourage you to watch the [short video](#) below featuring the Director of Respiratory at Canberra Hospital, Stuart Schembri, sharing his smoke health advice.

Support

Support is available during this time, including free confidential counselling through the [Employee Assistance Program \(EAP\)](#). For other support services visit [MyHealth](#).

I would like to remind you all that if you need support, we are here for you. If you have concerns, please speak with your manager, your divisional contact below or email chscoo@act.gov.au.

Staff briefings

At this stage, no staff briefings have been planned. I may hold briefings in the future if there are any significant changes or developments. Keep an eye on your emails or [HealthHub \(intranet\)](#) for information on future briefings.

Kind regards,

Bernadette McDonald
Chief Executive Officer

Key contacts

Division	Contact	Number
Quality, Safety, Innovation and Improvement	Denise Lamb	
MHJHADS	Karen Grace	
People and Culture	Janine Hammat	
Cancer and Ambulatory Support	Cathie O'Neill	
Women, Youth and Children	Linda Kohlhagen	
Medicine	Jacqui Taylor	

Critical Care	Lisa Gilmore
Rehabilitation, Aged and Community Services	Todd Kaye
Medical Imaging	Charles Ngu
Allied Health	Sam Lazarus Andrew Slattery
Medical Services	Paul Dugdale
Surgery	Kellie Lang
Nursing and Midwifery	Denise Patterson
Patient Support Services	Denise Patterson
Finance and Business Intelligence	Ian Turnbull
Infrastructure and Health Support Services	Colm Mooney



Dale, Emm (Health)

From: Ramsay, Michelle (Health) on behalf of CHS COO
Sent: Monday, 13 January 2020 2:12 PM
To: Gilmore, Lisa (Health)
Subject: FW: Air Quality Results - request from Lisa Gilmore
Attachments: 20200110 Indoor Air Quality Monitoring Results.pptx

Importance: High

Categories: Printed

UNCLASSIFIED

Hi Lisa

See attached.

Kind regards

Michelle Ramsay | Executive Officer
 Phone: 02 5124 5804 | Email: michelle.ramsay@act.gov.au
 Office of the Chief Operating Officer | Canberra Health Services | ACT Government
 Level 2, Building 24, Canberra Hospital
 PO Box 11, Woden ACT 2606 | health.act.gov.au
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Our role is to be a health service that is trusted by our community.

Our values are Reliable, Progressive, Respectful, Kind



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From: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Sent: Monday, 13 January 2020 2:10 PM
To: CHS COO <CHSCOO@act.gov.au>
Subject: RE: Air Quality Results - request from Lisa Gilmore

UNCLASSIFIED

Hi Rachel,

Results presentation attached. I am happy to provide further context or clarity if required.

Regards,

Andrew Murphy
 Contract Management and Procurement Director | Infrastructure and Health Support Services
 T: (02) 5124 4385 | M: [REDACTED] | E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital
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From: Ramsay, Michelle (Health) <Michelle.Ramsay@act.gov.au> **On Behalf Of** CHS COO
Sent: Monday, 13 January 2020 1:57 PM
To: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Subject: Air Quality Results - request from Lisa Gilmore
Importance: High

UNCLASSIFIED

Hi Andrew

Lisa Gilmore is the acting COO for the next two weeks.

We understand that you sent the results through of the results of the air quality tests undertaken last week across CHS to the CEO and others.

Can you provide a copy of the results to Lisa in her capacity as COO?

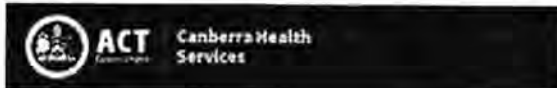
Kind regards

Michelle Ramsay | Executive Officer
 Phone: 02 5124 5804 | Email: michelle.ramsay@act.gov.au
Office of the Chief Operating Officer | Canberra Health Services | ACT Government
 Level 2, Building 24, Canberra Hospital
 PO Box 11, Woden ACT 2606 | health.act.gov.au
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Pond, Aleks (Health)

From: Gay, AndrewD (Health)
Sent: Monday, 13 January 2020 3:30 PM
To: Phipps, Michael (Health); Canberra Health Services CFO
Subject: RE: Deaths related to poor air quality URGENT FOR CLEARANCE

UNCLASSIFIED For-Official-Use-Only

Hi Michael,

Ok with me.....

Andrew

From: Phipps, Michael (Health) <Michael.Phipps@act.gov.au>
Sent: Monday, 13 January 2020 3:28 PM
To: Gay, AndrewD (Health) <AndrewD.Gay@act.gov.au>; Canberra Health Services CFO <CHSCFO@act.gov.au>
Subject: FW: Deaths related to poor air quality URGENT FOR CLEARANCE

UNCLASSIFIED For-Official-Use-Only

Dear Andrew,

I kindly request your urgent clearance of the below statement as per communication with Suzanne Smallbane who is the acting Director of the CHS Emergency Department. Once cleared, this will be sent to Communications and Media for sending to SBS.

Canberra Health Services has been actively recording presentations to the Emergency Department that are "Smoke Related" since 20 December 2019. Between 20 December 2019 and 12 January 2020 there have been 166 presentations which have been recorded as "Smoke Related" as stated by the patient. It is not possible to determine without clinical review and analysis by experts if each presentation to the Emergency Department was clinically due to exposure to smoke. As such, the "Smoke Related" presentations to the Emergency Department at Canberra Hospital can only be considered to be a "patient reported indicator" rather than a "clinical indicator".

Kind regards,

Michael Phipps | Director Business Intelligence
 Finance & Business Intelligence | Canberra Health Services
 Phone 02 5124 9368 | Mobile [REDACTED] Email Michael.Phipps@act.gov.au
 Finance and Business Intelligence | Canberra Health Services | ACT Government
 Building 6 Level 2, Canberra Hospital, Garran ACT 2605 | health.act.gov.au

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From: Smallbane, Suzanne (Health) <Suzanne.Smallbane@act.gov.au>
Sent: Monday, 13 January 2020 3:24 PM

To: Phipps, Michael (Health) <Michael.Phipps@act.gov.au>
Subject: RE: Deaths related to poor air quality URGENT FOR CLEARANCE [SEC=UNOFFICIAL]

Dear Michael

Thanks so much, that is much more an accurate representation of the data
 suzanne

From: Phipps, Michael (Health)
Sent: Monday, 13 January 2020 3:08 PM
To: Smallbane, Suzanne (Health) <Suzanne.Smallbane@act.gov.au>
Subject: RE: Deaths related to poor air quality URGENT FOR CLEARANCE [SEC=UNOFFICIAL]

UNOFFICIAL

Dear Suzanne,

I have not yet been able to get in touch with Stuart Schembri. I have spoken with Comms and raised your concerns regarding any implied link between a smoke related presentation as stated by a patient and a hospital admission and noted that many of these patients may have presented with an underlying condition with or without bushfire smoke. Communications and Media are happy to go with just presentations to ED and I propose the following response:

Canberra Health Services has been actively recording presentations to the Emergency Department that are "Smoke Related" since 20 December 2019. Between 20 December 2019 and 12 January 2020 there have been 166 presentations which have been recorded as "Smoke Related" as stated by the patient. It is not possible to determine without clinical review and analysis by experts if each presentation to the Emergency Department was clinically due to exposure to smoke. As such, the "Smoke Related" presentations to the Emergency Department at Canberra Hospital can only be considered to be a "patient reported indicator" rather than a "clinical indicator".

Kind regards,

Michael Phipps | Director Business Intelligence
 Finance & Business Intelligence | Canberra Health Services
 Phone 02 5124 9368 | Mobile [REDACTED] Email Michael.Phipps@act.gov.au
 Finance and Business Intelligence | Canberra Health Services | ACT Government
 Building 6 Level 2, Canberra Hospital, Garran ACT 2605 | health.act.gov.au

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From: Clarke, Tessa (Health) **On Behalf Of** Canberra Health Services Media
Sent: Friday, 10 January 2020 1:41 PM
To: Shadbolt, Catherine (Health) <Catherine.Shadbolt@act.gov.au>
Cc: Canberra Health Services FBIrequests <CHS.FBIrequests@act.gov.au>
Subject: FW: Deaths related to poor air quality [SEC=UNOFFICIAL]

Hi Catherine

Can you please provide data on the amount of presentations and admissions attributable to smoke/respiratory illness.

They have also asked how many deaths we have had attributable to smoke which we don't believe we can answer.

Are you aware of ACT gov wide data that we might feed into regarding deaths in ACT?

Are you able to provide this data?

Kind regards

Tessa Clarke
Assistant Director, Content and Engagement (Media)
Communications and Engagement

Canberra Health Services | ACT Government
P. (02) 5124 9779 | E. tessa.clarke@act.gov.au
Canberra Health Services media on-call phone: 0466 948 935

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From: Health Media
Sent: Friday, 10 January 2020 12:32 PM
To: Canberra Health Services Media <CHSmedia@act.gov.au>; PICC05 <PICC05@act.gov.au>; HPS <HPS@act.gov.au>
Cc: Health Media <HealthMedia@act.gov.au>
Subject: FW: Deaths related to poor air quality

UNOFFICIAL

From: [REDACTED]
Sent: Friday, 10 January 2020 11:51 AM
To: Health Media <HealthMedia@act.gov.au>
Subject: Deaths related to poor air quality

Hi all,

I am seeking to find out the number of people who have died from respiratory conditions this bushfire season (since the start of September).

I am also looking to find out the total number of hospitalisations.

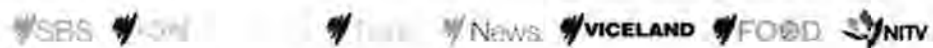
I understand it can take a while to pull these statistics, so I am flexible on a deadline. Would COB Tuesday (Jan 14) work for you?

I also understand you may not be able to say deaths or hospitalisations are 100% due to the bushfire smoke. If this is the case, I am happy to insert a disclaimer line into my story, or a line saying what the average number of deaths/hospitalisations is for respiratory conditions at this time of year – to provide some perspective.

Regards,



SBS 14 Herbert Street
Artarmon NSW 2064 Australia
sbs.com.au/news



SBS acknowledges the traditional owners of country throughout Australia



Dale, Emm (Health)

From: Beckingham, Wendy (Health)
Sent: Monday, 13 January 2020 3:40 PM
To: Abigail, Angela (Health); Alder, Wendy (Health); Alderson, Rosalie (Health); Allan, Julie (Health); Andrews, Louisa (Health); Anna Thomas, Sajina (Health); Avard, Bronwyn (Health); Barlow, Julie (Health); Barlow, Kanidta (Health); Barraclough, Chris (Health); Bayliss, Shaun (Health); Bernal, Don (Health); Blair, Judy (Health); Blake, Sarah (Health); Boswell, Danette (Health); Brann, Ann (Health); Branz, Rhonda (Health); Browne, Vicky (Health); Buckeridge, Adam (Health); Cahill, Michael (Health); Calvin, Allyson (Health); Cameron, Fiona (Health); Campbell, CatherineM (Health); Carsula, Ramonito (Health); Castle-Burns, Lisa (Health); Caswell, Liam (Health); Chambers, Sharon (Health); Chase, Amanda (Health); Chase, Kelly (Health); Chen, Bonny (Health); Chifuntwe, Janet (Health); Cleary, Donna (Health); Clift, Catherine (Health); Cole, Deanne (Health); Colwill, Donna (Health); Connor, Chanel (Health); Cooke, Jenna (Health); Coonan, Elizabeth1 (Health); Cooper, Felicia (Health); Cooper, Toni (Health); Corney, Anne (Health); Corradini, Claudia (Health); Cowan, Shiryenne (Health); Cregan, Anita (Health); Cumberland, Amanda (Health); Cusack, Ally (Health); Cutler, Helen (Health); Das Gupta, Sumita (Health); Dawes, Laura (Health); De Costa, Helena (Health); de Guzman, Karen (Health); de Koeijer, Liset (Health); De Silva, Donna (Health); DeGuzman, Eartha (Health); Douglas, Anne (Health); Duggan, Tracey (Health); Dwyer, Lorraine (Health); Fielder, Monique (Health); Fleischer, Deborah (Health); Forrester, Karen (Health); Fowler, Christine (Health); Frost, Samantha (Health); Gagel, Monica (Health); Gallagher, Clare (Health); Garratt, Tracy (Health); Green, Cate (Health); Grlj, Lori (Health); Guy, Shane (Health); Hamilton, Emmalee (Health); Harris, Chris (Health); Hegarty, Jenny (Health); Herberts, Barry (Health); Hoban, Vanessa (Health); Hogan, Richard (Health); Hunter, Danniele (Health); Isaac, Reena (Health); James, Maria (Health); Janssen, Nina (Health); Jexin, Bindhu (Health); Johns, Kylie (Health); Joseph, Jeena (Health); joseph, neenu rose (Health); Jury, Stevi (Health); Kabwe, Beatrice (Health); Kaur, Karenjit (Health); Kelly, Leanne (Health); Kim, Aeleeem (Health); Kim, Joyce (Health); Kodikara, Nirosha (Health); Kurumalawai, Lola (Health); Langdon, Sue (Health); Latta, Violet (Health); Lawrence, Tania (Health); Lepper, Margaret (Health); Levido, Annie (Health); Lowe, Karen (Health); Lukins, Cara (Health); Lukose, Mercy (Health); Maburuse, Zivai (Health); Madsen, Sharon (Health); Maher, Penny (Health); Majeed, Sarah (Health); Marsh, Bronwyn (Health); McCallum, Kate (Health); McCarthy, Amanda (Health); McCloy, Sally (Health); McDonnell, Peta (Health); Mcewan, Janine; McKenzie, Louise (Health); Mckewin, Brenton (Health); McMaster, Kathryn (Health); Mercado, Chari (Health); Mickenbecker, Megan (Health); Mugridge, Heather (Health); Murray, Jodie (Health); Muvivi, Method (Health); Nahon, Simone (Health); Newman, Mark (Health); Norrie, Simone (Health); ORourke, Julie (Health); Parley, Aileen (Health); Paul, Prazoly (Health); Paul, Risoly (Health); Perkins, Helen (Health); Petchell, Anna (Health); Phelan, Kimberley (Health); Piloni, Sandra (Health); Pollard, Elizabeth (Health); Pope, Kerry (Health); Powles, Sarah (Health); Preston-Bond, Donna (Health); Price, Amy (Health); Rathouski, Helena (Health); Reakes, Shannon (Health); Regala, Rommel (Health); Riley, Emma (Health); Roberson, Bronwyn (Health); Robinson, Claire (Health); Robson, Belinda (Health); Rosin, Melanie (Health); Ryan, Debra (Health); Saifoloi, Manuia (Health); Scicluna, Alana (Health); Seethilal, Divya (Health); Shelley, Delilah (Health); Simpson, Karen (Health); Smith, Fiona (Health); Sogal, Robyn (Health); Squires, Melanie (Health); Thanabal, Joyce (Health); Thompson, Leigh (Health); Thuleau, Stephany (Health); Tronco, Tricia (Health); Tuson-Bates, Wendy (Health); Van Bridges, Jessica (Health); Vines, Adam (Health); Williams, MelissaA (Health); Willson, Andrea (Health); Winsbury, Alison (Health); Wood, Julie (Health); Wrigley, Sue (Health); Young, Cathy (Health); Young, Jeanine (Health); Zwikael, Maya (Health); Beckingham, Wendy (Health); Billington, Sally (Health); Burns, Cathy (Health); Crowhurst, Elizabeth (Health); Davis, Jillian (Health); Gissane,

To: Jelena (Health); Harman, Maria (Health); Harrigan, Genevieve (Health); Hoyle, Philip (Health); Jacques, Susan (Health); Kidd, Kevin (Health); Lutz, Tash (Health); Maher, Rhonda (Health); McManus, Margaret (Health); Mead, Chris (Health); Miller, Alex (Health); Moore, Alison (TCH) (Health); Morley, Greg (Health); Mossman, Wendy (Health); Noffke, Kellie (Health); O'Brien, Karen (Health); O'Brien, Melissa (Health); O'Connell, Lynette (Health); O'Neill, Cathy (Health); Reeves, Kerri (Health); Ringland, Cathy (Health); Robson, Russell (Health); Siggins, Julianne (Health); Slater, Nicole (Health); Ward, Sonny (Health); Wong, Chin (Health)

Cc: Mclauchlan, Jeanne (Health); Gilmore, Lisa (Health); Patterson, Denise (Health)

Subject: Fact sheet and return form -Sterilising and Supply contaminated damaged items 13.1.2020

Attachments: Fact sheet and return form -Sterilising and Supply contaminated damaged items 13.1.2020.docx

Good afternoon all

As many of you may be aware, some clinical areas have found that some sterile stock has been affected by the smoke and dirt that has entered the various healthcare facilities. This goes for all health facilities across ACT Health.

Could I request all staff review their stock rooms and various articles as outlined by the attached fact sheet? If you find items that are damaged please follow the recommendations for returning items and reordering as per the fact sheet.

If you have further questions please do not hesitate to contact me or ACT supply staff for help.

Wendy

Wendy Beckingham

ADON Infection Prevention and Control

ph. (02) 512 43695 or mobile [REDACTED]

RN BHSc (Nursing) Grad Cert (Infection Control) MClinicalNurs CICP- E

Email: wendy.beckingham@act.gov.au

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Pond, Aleks (Health)

From: Murphy, Andrew (Health)
Sent: Tuesday, 14 January 2020 11:45 AM
To: Wells, Patrick (Health)
Cc: CHS COO; Mooney, Colm (Health)
Subject: Updated Doors Locked Down due to Smoke
Attachments: 20200114 Door Entries at Canberra Health Services Diverted due to Smoke Ingress.docx

UNCLASSIFIED

Patrick,

As discussed, attached is the updated list of doors that have been temporarily closed to reduce smoke ingress in CHS buildings. This initiative is proving to be effective so we intend to leave doors closed until the bushfire activity reduces to a manageable level.

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital

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**ACT**
Government**Canberra Health
Services**

Canberra Health Services Door Divertions due to Smoke Ingress

Building	Level	Area	Details	Fire Door
TCH B1	3	Coronary Care	CCU	No
TCH B1	3		3A Balcony doors	No
TCH B1	4		4A Patient/visitor Lounge Balcony doors	No
TCH B1	6		6A Balcony doors	No
TCH B1	9		9A Balcony doors	No
TCH B1	10		10B Balcony doors	No
TCH B2	2	Zouki Café	Courtyard door	Yes
TCH B2	2	Contractor Carpark	Entry door	Yes
TCH B2	2	Diabetes	Exit door	Yes
TCH B2	3	Staff Café	Balcony doors	No
TCH B3	1	Wards kitchen	Balcony doors	No
TCH B3	1	Wards Office	Balcony doors	No
TCH B3	1	IHSS Office	Balcony doors	No
TCH B3	1	Wards storage	Balcony doors	No
TCH B3	2	Admissions Office	Courtyard door	Yes
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Exit to main road	No
TCH B3	2		11A Courtyard to ED door	No
TCH B3	2		11A Courtyard to ED Side	No
TCH B5	1	Sexual Health	Side door to car park	Yes
TCH B5	1	Sexual Health	Main entry side door	No
TCH B6	1	Administration	Courtyard door 6.1.97	Yes
TCH B7	1	Alcohol and Drug	Carpark door	Yes
TCH B7	2	Alcohol and Drug	Main entry door	Yes
TCH B12	3	ICU	ICU Balcony door	No
TCH B15	1	Stairwell	Door 15.1.126	Yes
TCH B15	2	Stairwell	Door	Yes
TCH B20	1	Radiation Oncology	Yamba drive door	Yes
TCH B20	1	Radiation Oncology	Ambulance bay door	Yes
TCH B20	1	Radiation Oncology	Door to Yamba drive	Yes
TCH B23	1		Door exiting main road	Yes
TCH B23	1		Door exiting main road	Yes
TCH B23	2		Main entry door	No
TCH B24	2		Side entry door	Yes
TCH B25	2	Adult Mental Health	Side entry door 13.24.B23	Yes
Philip	2	Health Care Centre	Northern entry door	Yes
UCH	1	Main Foyer	Main Entrance doors	Yes
UCH	1	Main Foyer	Courtyard door	No
UCH	1	Ainslie Room	Courtyard door	No
UCH	1	Majura Ward Dining	Courtyard door	No
UCH	2	Namadgi Ward	Balcony door	No
UCH	2	Staff Dining Area	Balcony door	No

NB. Fire exit doors will automatically unlock in the event of a fire alarm

Pond, Aleks (Health)

From: Mooney, Colm (Health)
Sent: Sunday, 19 January 2020 4:28 PM
To: Dahlstrom, Jane (Health)
Cc: Dugdale, Paul (Health); McDonald, Bernadette (Health); Murphy, Andrew (Health); Farrar, Tracey (Health); Harding, Scott (Health); Keevers, Shannon (Health); Ludvigson, John (Health)
Subject: RE: can you please providing wording to reply to this staff member- thanks

UNCLASSIFIED

Jane

Thanks for your email.

I will follow up with our maintenance and security guys tomorrow to provide feedback on a response.

In respect of timing of air quality testing I understand that it was only conducted during the daytime hours.

Best Regards

Colm

From: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>
Sent: Sunday, 19 January 2020 9:38 AM
To: Mooney, Colm (Health) <Colm.Mooney@act.gov.au>
Cc: Dugdale, Paul (Health) <Paul.Dugdale@act.gov.au>; McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>; Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>; Farrar, Tracey (Health) <Tracey.Farrar@act.gov.au>
Subject: can you please providing wording to reply to this staff member- thanks
Importance: High

UNCLASSIFIED

Dear Colm

How would you like me to respond to the staff request below? I consulted Andrew M last time for the email I sent on 10 January to staff that you can see below.

I have also had push back from staff about closing the fire door link between building 10 and 11 as it brings a bit of air circulation across to this area of specimen reception where this staff member is working. I closed this on Friday mid afternoon at the request of Michael Warylo but Saturday morning when I came in at 8 am it was pushed open again (the same today at 8am) . There is also a second problem at present that means our couriers/ taxi drivers after hours have to enter our building at level 2 from maternity (building 11). Yet again the button used on level 2 pathology reception to open the main front doors of building 10 on level 1 is broken – I understand this has been an issue on and off for more than 1 year. Maintenance has been contacted numerous times but it is the first I heard of it - the system is just old.

If we close the fire door it means my staff have to get up , open their door , walk across the corridor and open another door every time a courier comes across – this is disruptive.

I will contact Michael to explain why the door is open. Hopefully maintenance will come Monday and it will be an easy fix unlike our dumb waiter that cannot be fixed for 1 month which means our staff may potential walk specimens floor to floor. As you may know one staff members in cytology fell down our stairs last year holding specimens and is only now just returning to work a few hours every day because of the shoulder /arm/ leg injuries she sustained. While her injury was not related to a broken dumb waiter I do worry about staff walking specimens instead of taking the lifts – especially when a lift is out- as you know we had incidences of both lifts being out late last year.

Regards
jane

Jane Dahlstrom

Tel: +61 (0) 2 5124 2891 Fax: +61 (0)2 5124 2912 M: [REDACTED]
email: jane.dahlstrom@act.gov.au

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Apologies if this email is being sent out of work hours. I do not expect a response from you out of work hours.

From: Whinray, Karen (Health) <Karen.J.Whinray@act.gov.au>
Sent: Friday, 17 January 2020 10:12 PM
To: Farrar, Tracey (Health) <Tracey.Farrar@act.gov.au>
Cc: Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>
Subject: RE: update on smoke in the building [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hello Tracey,

Could you please advise whether the air quality testing was done at all times of day and night, or just during the normal working day, as I can personally vouch for the virtual unbreathability of the air on level two on many of the nights during the last few weeks. (Being able to actually see a haze at night in Haematology last shift was quite disturbing.)

Even last night (Thursday/Friday 16th/17th Jan), which I thought might be okay, was rather unpleasant with the smoke rolling over the ACT and being sucked into our air-conditioning after 10pm. By this morning I again had a burning sensation at the back of my throat, something I had gotten over during my week off.

Kind Regards,
Karen Whinray

Specimen Reception

From: Farrar, Tracey (Health) <Tracey.Farrar@act.gov.au>
Sent: Friday, 10 January 2020 12:46 PM
To: #TCH, All Staff Pathology <#TCHAllStaffPathology@act.gov.au>
Subject: update on smoke in the building [SEC=UNCLASSIFIED]

UNCLASSIFIED

Dear Colleagues

As promised I am providing you with a quick update in relation to smoke in the building. Facilities management has recommended that we not purge or change the air-conditioning settings in building 10 due to the age of the air conditioner and the fact we cannot isolate air conditioning floor by floors. The testing of the air quality done across this week was favourable.

With temperatures expected to hit 40 degrees, I encourage you to visit the ACT Health webpage for tips on how to keep comfortable and safe in the hot weather [go to health.act.gov.au/about-our-health-system/population-health/summer-safety].

Thank you again for all your patience during this difficult period. Please refer to the CEO's bulletins in relation links to health and wellbeing advice along with information on special staff support arrangements that are in place to assist those affected by the fires.

Regards

jane

Jane Dahlstrom

telephone: +61 2 5124 2891 facsimile: +61 2 5124 2912 mobile: [REDACTED]

email: jane.dahlstrom@act.gov.au

If you receive my emails outside of standard work hours, please know that I have no expectation that you will respond outside of your own work hours.

Pond, Aleks (Health)

From: Murphy, Andrew (Health)
Sent: Tuesday, 21 January 2020 1:51 PM
To: Colm Mooney (Health) (Colm.Mooney@act.gov.au)
Cc: John Ludvigson (Health) (John.Ludvigson@act.gov.au)
Subject: CHS Door Closures and Diversions

UNCLASSIFIED

Colm,

As requested, John and I have discussed the re-opening of doors to balconies, courtyards and entrances to buildings given the improvements in conditions in the ACT.

Yesterday, ACT Emergency Services Agency (ESA) amended the State of Alert to only apply to rural and remote areas of ACT including Tharwa and Uriarra Village. In addition, the Bureau of Meteorology (BOM) are not predicting any smoke hazards in the Canberra for the next 7 days.

Given this information, I would recommend that the doors listed below are reopened and remain unlocked while there is no prediction of smoke hazards in Canberra. Security Services will monitor the BOM and State Emergency Services web sites, make observations of the outside air quality in their walk arounds and close and relock doors if there is a risk of smoke hazards.

Could you please raise this at today's meeting and gain endorsement from the Executive Team?

Canberra Health Services Door Diversions due to Smoke Ingress

Building	Level	Area	Details	Fire Door
TCH B1	3	Coronary Care	CCU	No
TCH B1	3		3A Balcony doors	No
TCH B1	4		4A Patient/visitor Lounge Balcony doors	No
TCH B1	6		6A Balcony doors	No
TCH B1	9		9A Balcony doors	No
TCH B1	10		10B Balcony doors	No
TCH B2	2	Zouki Café	Courtyard door	Yes
TCH B2	2	Contractor Carpark	Entry door	Yes
TCH B2	2	Diabetes	Exit door	Yes
TCH B2	3	Staff Café	Balcony doors	No
TCH B3	1	Wards kitchen	Balcony doors	No
TCH B3	1	Wards Office	Balcony doors	No
TCH B3	1	IHSS Office	Balcony doors	No
TCH B3	1	Wards storage	Balcony doors	No
TCH B3	2	Admissions Office	Courtyard door	Yes
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Exit to main road	No
TCH B3	2		11A Courtyard to ED door	No
TCH B3	2		11A Courtyard to ED Side	No

TCH B5	1	Sexual Health	Side door to car park	Yes
TCH B5	1	Sexual Health	Main entry side door	No
TCH B6	1	Administration	Courtyard door 6.1.97	Yes
TCH B7	1	Alcohol and Drug	Carpark door	Yes
TCH B7	2	Alcohol and Drug	Main entry door	Yes
TCH B12	3	ICU	ICU Balcony door	No
TCH B15	1	Stairwell	Door 15.1.126	Yes
TCH B15	2	Stairwell	Door	Yes
TCH B20	1	Radiation Oncology	Yamba drive door	Yes
TCH B20	1	Radiation Oncology	Ambulance bay door	Yes
TCH B20	1	Radiation Oncology	Door to Yamba drive	Yes
TCH B23	1		Door exiting main road	Yes
TCH B23	1		Door exiting main road	Yes
TCH B23	2		Main entry door	No
TCH B24	2		Side entry door	Yes
TCH B25	2	Adult Mental Health	Side entry door 13.24.B23	Yes
Philip	2	Health Care Centre	Northern entry door	Yes
UCH	1	Main Foyer	Main Entrance doors	Yes
UCH	1	Main Foyer	Courtyard door	No
UCH	1	Ainslie Room	Courtyard door	No
UCH	1	Majura Ward Dining	Courtyard door	No
UCH	2	Namadgi Ward	Balcony door	No
UCH	2	Staff Dining Area	Balcony door	No

NB. Fire exit doors will automatically unlock in the event of a fire alarm

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital

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**Canberra Health
Services**

Pond, Aleks (Health)

From: Guthrie, Daniel (Health)
Sent: Tuesday, 21 January 2020 3:53 PM
To: McDonald, Bernadette (Health); Hammat, Janine (Health); Mooney, Colm (Health); Keevers, Shannon (Health)
Cc: Tzavalas, Olivia (Health); Stevenson, Nicole (Health); Canberra Health Services People and Culture
Subject: Papers for 5pm Meeting Today - Smokey Risk Assessment
Attachments: Draft Bushfire Smoke Risk Committee Meeting 150120.docx; CHS Smoky conditions Risk Assessment 210120.docx; 2020_Bushfire_Smoke_Fact_FINAL.pdf; 2020_Bushfire_Smoke_Fact_infographic_FINAL.pdf; 2020_Bushfire_Smoke_Fact_monitoring_FINAL.pdf

UNCLASSIFIED

Hi everyone,

Attached are the Papers for 5pm meeting today titled Smokey Risk Assessment.

Shannon – I tried to catch you by phone, can you provide the RCAPs for the higher risk locations.

Thanks

Daniel Guthrie
Director | Work Health Safety
People and Culture
Level 1, Building 23 | Canberra Hospital
Phone: 5124 9544 | Mobile [REDACTED]
Email: daniel.guthrie@act.gov.au



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**Bushfire Smoke Risk Committee Meeting
Action Minutes
Wednesday 15 January 2020 5.00pm – 5.30pm**

1. Attendance and Apologies

Name	Position	Status
Bernadette McDonald (Chair)	CEO	Attended
Janine Hammat	EGM, People and Culture	Attended
Lisa Gilmore	ED, Critical Care	Attended
Colm Mooney	ED, IHSS	Attended
Daniel Guthrie	Director WHS	Attended
Shannon Keevers	Director Safety and Risk	Attended

2. Previous Minutes Accepted

- N/A

3. Actions Arising from Previous Meeting

- N/A

4. Air Quality Monitoring Test Results

- Results revealed that overall indoor readings were significantly better than the outdoor reference sample. The recordings for PM2.5 indoors were approximately half of what was recorded outdoors across sites. Therefore working indoors is far safer.
- It was discussed that the testing provides indicative data only. The five minute sample provides a snapshot only of the conditions and smoke at that time.
- It was agreed that no further testing will be conducted at this point. The rationale for testing was to determine areas that had higher readings and to provide additional control measures in these locations.

ACTION – Shannon/Daniel - to develop specific risk control action plans for locations with higher readings.

5. Risk Assessment

- It was agreed that the risk assessment was suitable as a generic risk assessment for impact of smoke on staff across work areas and locations.
- Discussion occurred regarding the consequences of smoke exposure and that the long-term impacts are not currently known.
- Additional risk control actions are not included in the current risk assessment and need to be added.

ACTION – Bernadette – To forward the additional risk control actions to Daniel.

ACTION – Daniel – To update the risk assessment



Risk Management & Implementation

WHSMS Framework B2A3.7
Risk Control Action Plan

Risk Control Action Plan

DIRECTORATE:
Canberra Health Services

Risk assessment conducted by:
Director, Work Health Safety – Daniel Guthrie
Director, Infrastructure Safety and Risk – Shannon Keevers

Agency / Division / Business Unit:					
Risk Reference Number:	Identified Risk: There is a risk of illness or injury to staff due the higher levels of air contaminants due to the ongoing NSW bushfires and smokey conditions.	Inherent Risk Rating (With current controls)		Residual Risk Rating to be achieved (on completion of action plan)	
Consequence Description/s	The consequences of this risk eventuating is staff may suffer from acute or chronic health issues.	Consequence	Likelihood	Consequence	Likelihood
		Moderate	Possible	Minor	Unlikely
Context	Ongoing bushfires across the east coast have resulted in smoke impacting on the air quality in the ACT. Air sampling has confirmed that indoor air quality in CHS buildings is significantly better than the outdoor reference sample (approximately 2 times better indoors).	MEDIUM		MEDIUM	

TREATMENT STRATEGY

Strategy 1	Regular internal messaging and communication to all staff to provide information relevant to the smokey conditions including updates, education and details of CHS and Territory actions.
Strategy 2	Undertake indoor air quality assessments to determine indoor air contaminant levels and efficiency of HVAC systems by comparison to outdoor reference samples.
Strategy 3	Determine the personal protective equipment, actions and items that may reduce the risks and symptoms associated with smoke exposure, and, provide staff with additional protection and comfort during smokey conditions. Consider both indoor and outdoor workers.
Strategy 4	Identify options to minimise smoke ingress into buildings and if possible improve air filtration to reduce smoke saturation.
Strategy 5	Utilise indoor air quality results to determine areas of concern and develop and implement additional control measures to improve air quality and staff comfort and a safety.



Risk Management & Implementation

WHSMS Framework B2A3.7
Risk Control Action Plan

IMPLEMENTATION

	Actions to be undertaken to implement the risk treatment strategy	Action Officer	Due Date	Date finished	Comments
ACTION 1	Arrange and deliver daily staff information sessions in the CHS Auditorium and post to the CHS Hub for off-campus facilities to access. Send out all staff email with information from the staff information sessions.	CEO	Ongoing	At cessation of current conditions	Sessions commenced 2 January 2020
ACTION 2	All staff emails sent from CEO about ways to minimise impacts from current conditions including psychological and emotional impacts.	CEO	Ongoing	At cessation of current conditions	Completed and ongoing.
ACTION 3	Arrange and undertake indoor air quality monitoring.	IHSS Safety and Risk	6/1/20	9/1/20	Completed
ACTION 4	Provide air quality monitoring results to the HEOC and Clinical Advisory Team to inform clinical, business and infrastructure decisions.	IHSS Safety and Risk	06/1/20	6/1/20	Completed
ACTION 5	Temporarily install industrial fans at main entrances to prevent smoke ingress.	Facilities Management	5/1/20	At cessation of current conditions	Completed
ACTION 6	Change HVAC filters - prioritising acute settings and aged HVAC infrastructure, to improve efficiency and effectiveness of the system.	Facilities Management	10/1/10	Ongoing	Completed
ACTION 7	Purchase and deploy air purification units to areas of concern as identified through indoor air quality testing results.	IHSS	9/1/20	At cessation of current conditions	Completed



Risk Management & Implementation

WHSMS Framework B2A3.7
Risk Control Action Plan

ACTION 8	Identify and communicate divisional contacts for staff to raise issues and request for assistance (e.g. supply of comfort packs and building issues)	COO	2/1/20	At cessation of current conditions	Completed
ACTION 9	Purchase and distribute packs of PPE and comfort items (N95 masks, throat lozenges and eye drops) to increase staff comfort and reduce smoke inhalation during current conditions.	Quality, Safety, Innovation and Improvement	6/1/20	At cessation of current conditions	Completed
ACTION 10	Provide managers with clear instructions and guidelines for practicable actions that can be taken to reduce smoke risks to staff. E.g. leave options, alternate work locations etc.	CEO/COO	2/1/20	At cessation of current conditions	Ongoing
ACTION 11	Continue to monitor projected local outdoor air quality index and prevailing conditions to determine any additional control measures and actions.	HEOC / COO	2/1/20	At cessation of current conditions	Ongoing
ACTION 12	Stand up the Health Emergency Operations Centre (HEOC) to provide leadership to CHS, the Health Directorate and Government. Information and actions completed since the stand up of the HEOC include: <ul style="list-style-type: none"> • CHS has completed 13 staff briefings, twice per day for the past 7 days • Key messages regarding hazardous smoke across the Territory and the upcoming weather forecast was communicated to staff. • A communications mechanism has been set up for all CHS staff via the Microsoft Teams app for the Chief Executive Officer and/or Chief Operating Officer/Hospital Commander, which has now been tested. 	CEO	2/1/20	At cessation of current conditions	Completed



Risk Management & Implementation

	<ul style="list-style-type: none"> • No significant increase in smoke related presentations to the ED. • The Hospital Emergency Operations Centre (HEOC) was stood up to manage the hazardous smoke conditions and take further steps to minimise the impact of smoke in our buildings. • Divisional representatives have been out to each area of the hospital to speak with staff about what can be done to help minimise the impact of smoke for staff and patients. • In response to the visits to each ward and clinical area (including community teams), the following actions have been undertaken: <ul style="list-style-type: none"> ○ Packs containing eye drops, saline, lozenges, and masks were be distributed to each ward and clinical area and can be restocked when required ○ All doors (including fire doors) and windows are being kept closed where possible and we are restricting access where safe to do so. ○ Door signage was distributed to all areas. ○ Large fans are being placed at main entrances to disperse some of the smoke. ○ All courtyards are being closed. • CHS is encouraging staff to take more regular breaks with the support of their supervisor and if they are feeling unwell from the smoke, to take personal leave. 				
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Risk Management & Implementation

WHSMS Framework B2A3.7
Risk Control Action Plan

	<ul style="list-style-type: none"> • Checks have been made with our community nursing staff. All are comfortable at the moment. • The Child and Adolescent Mental Health team has relocated to Building 15 and University of Canberra Hospital from Callum offices. • To reduce the impacts of staff exposure to smoke at AMC, medication rounds have been temporarily reduced from 3 to 2 rounds per day. There have been no concerns raised by detainees regarding this temporary change. • All outpatient and community services will continue as planned. Patients who call with queries will be provided with support to make a decision on whether they will attend or not. • Elective Surgery will continue. • CHS is seeking accommodation options for south coast patients who cannot return home as yet. • MRI machines have been impacted by smoke and heat however we are working with technicians and other providers across the Territory. • Working with Southern NSW to provide support staffing support where possible. 				
ACTION 13	Specific Risk Control Action Plans (RCAP) to be completed for locations where higher readings of PM 2.5 were identified during air quality testing.	Shannon Keevers/Daniel Guthrie	14/01/20		
ACTION 14	Australian National University Fact Sheets x 3 to be distributed to all staff. These fact sheets contain the latest information on bushfire smoke advice and recommended actions to reduce risks	CEO	21/01/20		



Risk Management & Implementation

WHSMS Framework B2A3.7
Risk Control Action Plan

Source: Adapted from Australian Capital Territory Insurance Authority (ACTIA) *Risk Management Toolkit*, Canberra, <http://www.treasury.act.gov.au/ACTIA/RM.htm>, June 2012

Attachments Register

Document Number	Date Added	Document Description	File Location and Number
1	10/1/19	Indoor Air Quality Presentation	<u>Q:\CS\Central\HIS\Risk and Safety\Risk\Advice\Indoor Air Quality.pptx</u>

WHAT IS BUSHFIRE SMOKE AND HOW HARMFUL IS IT?

BUSHFIRE SMOKE comes from burning forests, trees and grass. It contains many different substances, from ash and particles we can see, to much smaller particles and gases. Very small particles (measured as $PM_{2.5}$) in the smoke are invisible, but can affect our health as they are inhaled deeper into the lungs.

WHAT ARE THE HEALTH EFFECTS?

Most people who are exposed to smoke (away from the fire front) will be fine and recover quickly from any symptoms. Some people will notice irritation to eyes, a runny nose or a sore throat. Some people will notice a change in their breathing or a cough. Exposure to smoke over longer periods (several weeks or months) can increase the risk of lung disease. Exposure to bushfire smoke can also cause anxiety and distress.



WHO IS AT HIGHER RISK?

Some groups are more sensitive to smoke and should be particularly careful to minimise their exposure:



For people with respiratory diseases such as asthma, bronchitis or emphysema, exposure to smoke can trigger flare-ups and make breathing more difficult.



For people with heart disease, exposure to smoke increases the risk of angina (chest pain), heart attack, stroke, and irregular heart rate (palpitations).



For people with diabetes, exposure to smoke may cause slightly higher blood sugar levels.



For children (especially under 5 years) most will have no long-term health effects due to exposure to smoke. Long-term exposure to high levels of smoke over several seasons may affect lung development in a small proportion of children.



For pregnant women most will not experience problems due to smoke. For a small proportion, exposure to smoke over several weeks during pregnancy may slightly reduce the weight of their babies. This slight reduction is unlikely to have a long-term effect on the health of the babies.



For elderly people (especially those over 65 years), exposure to smoke can worsen existing health problems, such as lung and heart disease.

HOW TO PROTECT YOURSELF AND OTHERS FROM BUSHFIRE SMOKE

Levels of bushfire smoke vary over hours and days and can change quickly. Plan your activity as much as possible to minimise your exposure to smoke. You can check air quality (AQI) and PM_{2.5} near you here (in [ACT](#), [NSW](#), [VIC](#), [SA](#), [QLD](#), [WA](#), [NT](#), [TAS](#)) or by using the 'AirRater' app.

When levels of smoke (AQI) are UNHEALTHY, VERY UNHEALTHY or HAZARDOUS, it is best to:

1 STAY INDOORS: (a) Keep your home as clear of smoke as possible by keeping windows and doors closed during periods of hazardous air quality. In older or 'leakier' houses, filling gaps around the windows and doors with tape or towels may help keep the smoke out.

(b) Avoid any sources of smoke inside the home from smoking, burning candles or incense sticks. Ventilate at least once a day when the air outside is cleaner.

(c) If possible, use an air purifier with a high efficiency particulate air (HEPA) filter to reduce indoor smoke levels. Air conditioning (not evaporative coolers or humidifiers) on "recirculate" or "recycle" mode will also help.

2 MEDICATION: Update your asthma, chronic obstructive pulmonary disease (COPD), heart disease, and diabetes management plan with your GP or treating doctor. If you don't have an action plan, see your GP. Have adequate medications and inhalers at home for at least a few days.

3 REDUCE PHYSICAL ACTIVITIES OUTDOORS: During periods of very unhealthy or hazardous air pollution, it is recommended that outside exercise be avoided. It may be reasonable to exercise indoors depending on access to gyms and pools with good air quality. It will be best to visit air-conditioned libraries, cinemas, and shopping centres where air will be cleaner.

4 FACEMASKS: P2 or N95 facemasks that fit well around the mouth and nose will reduce your exposure to smoke (PM_{2.5}). Masks are not appropriate for children, and can make people with breathing difficulties feel uncomfortable.

Masks may be appropriate for those who cannot avoid being outdoors during periods of unhealthy, very unhealthy or hazardous air quality. Surgical masks, improvised cloth masks and bandanas offer little protection.

5 TRUST YOUR SENSES: When you smell and see smoke, levels of exposure are likely to be hazardous. If you feel symptoms (irritated eyes, running nose, irritated throat, coughing) reduce activities, stay indoors, and take lozenges and water-based eye drops if that helps you. **If you feel difficulty breathing, wheezing or tight chest, seek urgent medical attention or call 000.** When the sky is clear and the air feels fresh, it is a good time to be outdoors and enjoy your daily activities.

6 KEEP WELL: Stay away from fires, smoke and heat as much as you can. Consider working from home when air quality is very unhealthy or hazardous. Schools may remain closed or reduce outdoors playing time on severe smoke days. Keep well hydrated, eat plenty of fruits and veggies. Most importantly quit smoking as it makes you more sensitive to air pollution. Antioxidant supplements (vitamin C and E) may help reduce the effect on your lungs of exposure to bushfire smoke, but don't use them as a replacement for a healthy and balanced diet.

7 TAKE CARE OF YOUR MENTAL HEALTH: People affected by bushfires often experience distress and this can affect their thoughts, feelings, behaviours, and relationships. This distress can be intense, confusing and overwhelming and may be felt at the time and/or weeks or months later. Understanding these normal reactions can help you prepare yourself and those around you during the crisis and after it has passed. It may also be helpful to talk with friends, family, other community members or to contact a helpline (such as 'Lifeline' and 'Beyond Blue'). If you have concerns about your health and well-being, you can also visit your GP.

8 FOLLOW BUSHFIRE NEWS AND ADVICE: Follow the news about bushfires near your location (for example the NSW 'Fires Near Me' app and local radio/TV). Make sure your bushfire survival plan is up-to-date, particularly if you live in a bushfire prone area (check your location here: ACT, NSW, VIC, SA, QLD, WA, NT, TAS). Your plan will help protect the lives of your family and assist you in preparing your home to survive the threat of bushfire.

9 FOLLOW AIR QUALITY INFORMATION: Air quality can change rapidly due to changes in weather conditions. Follow the Air Quality Index (AQI) and PM_{2.5} levels near your location (using the 'AirRater' app). Current air quality readings (updated hourly) and 24-hour smoke forecasts where available can help you plan your daily activities in a way that minimises your exposure to smoke. Follow health alerts related to smoke levels in your area.

10 HELP OTHERS: Remember it is important to care for and support those around you during bushfires. If you feel well and it is safe, check on others in your community, particularly elderly individuals, people with chronic illness, and those who live on their own.

HOW TO PROTECT YOURSELF AND OTHERS FROM BUSHFIRE SMOKE



WHAT YOU CAN DO TO PROTECT YOURSELF AND OTHERS FROM BUSHFIRE SMOKE

MONITOR LOCAL CONDITIONS

Levels of bushfire smoke vary over hours and days and can change quickly. Monitoring your local conditions enables you to minimise your exposure to smoke.



Follow the news and advice about bushfires near your location (for example using the NSW 'Fires Near Me' app and local radio/TV).

Make sure your bushfire survival plan is up-to-date, particularly if you live in a bushfire prone area ([check your location here](#)). Your plan will help protect the lives of your family and assist you in preparing your home to survive the threat of bushfire.



Follow health alerts related to smoke in your [area](#).



Trust your senses. When you smell and see smoke, or if you have itchy eyes, running nose, throat irritation or a cough, levels of exposure are likely to be high, stay indoors. When the sky is clear and the air feels fresh, it is a good time to be outdoors and enjoy your daily activities.



Follow the air quality index (AQI) and PM_{2.5} levels in your location.

Air quality is monitored in different ways. The PM_{2.5} (particle matter) scale is the standard reliable measure of bushfire smoke, and forms the basis of AQI. For more information, see [AQI levels](#).

PM_{2.5}



These very small invisible particles can be inhaled deep into the respiratory system and affect our health.

PM₁₀



This mixture of very small and larger particles can be visible as smoke or haze and can irritate your eyes, nose and throat.

Air quality can change rapidly due to changes in weather conditions. Knowing the current air quality readings (updated hourly) and 24-hour smoke forecasts where available can help you plan your daily activities in a way that minimises your exposure to smoke.

You can check smoke levels (PM_{2.5}) near you here (in [ACT](#), [NSW](#), [VIC](#), [SA](#), [QLD](#), [WA](#), [NT](#), [TAS](#)) or by using the 'AirRater' app.

Pond, Aleks (Health)

From: Mooney, Colm (Health)
Sent: Wednesday, 22 January 2020 8:34 AM
To: Tarbuck, Chris (Health)
Cc: Keevers, Shannon (Health); Murphy, Andrew (Health)
Subject: Air quality at Mitchell Warehouse

UNCLASSIFIED For-Official-Use-Only

Chris

Can you organise follow up with ACTPG to attend Mitchell Warehouse to address HVAC issues at the site. Apparently the building system is not working leaving to doors being left open which has exacerbated the recent smoke issues.

Andrew

Can you follow up with Raj at site to look into a respite room facility at the warehouse where we can better control the air quality such that staff can take regularly breaks in the event of reoccurrence of smoke haze issues.

Issues have been identified following site visits by SK and WPS late last week.

Please call me if you have any questions.

Thanks

Colm

Colm Mooney AIPM CPPE

Executive Group Manager | Infrastructure and Health Support Services

T 02 512 49711 E colm.mooney@act.gov.au

Level 1, Building 3, Canberra Hospital | GPO Box 825 Canberra ACT 2601 | act.gov.au



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From: Mooney, Colm (Health) <Colm.Mooney@act.gov.au>
Sent: Wednesday, 22 January 2020 8:35 AM
To: Ludvigson, John (Health) <John.Ludvigson@act.gov.au>
Cc: Drake, Angie (Health) <Angie.Drake@act.gov.au>; Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>; Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>; Guthrie, Daniel (Health) <Daniel.Guthrie@act.gov.au>
Subject: RE: CHS Door Closures and Diversions

UNCLASSIFIED

John

Can you prepare a communication for all staff release advising that the below doors/windows can be reopened based on agreed protocols between Security and FM to monitor the smoke situation and to instigate quick closure if required. To facilitate this arrangement a daily monitor of conditions should be incorporated into Security supervisors role to check the ACT health air quality website each shift and action door closure if required where smoke levels go above acceptable range i.e. good!

Please draft with Angie such that it can be incorporated into an all staff email being prepared by WPS.

Please call me if you have any questions.

Thanks

Colm

From: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Sent: Tuesday, 21 January 2020 1:51 PM

To: Mooney, Colm (Health) <Colm.Mooney@act.gov.au>
 Cc: Ludvigson, John (Health) <John.Ludvigson@act.gov.au>
 Subject: CHS Door Closures and Diversions

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Colm,

As requested, John and I have discussed the re-opening of doors to balconies, courtyards and entrances to buildings given the improvements in conditions in the ACT.

Yesterday, ACT Emergency Services Agency (ESA) amended the State of Alert to only apply to rural and remote areas of ACT including Tharwa and Uriarra Village. In addition, the Bureau of Meteorology (BOM) are not predicting any smoke hazards in the Canberra for the next 7 days.

Given this information, I would recommend that the doors listed below are reopened and remain unlocked while there is no prediction of smoke hazards in Canberra. Security Services will monitor the BOM and State Emergency Services web sites, make observations of the outside air quality in their walk arounds and close and relock doors if there is a risk of smoke hazards.

Could you please raise this at today's meeting and gain endorsement from the Executive Team?

Canberra Health Services Door Diversions due to Smoke Ingress

Building	Level	Area	Details	Fire Door
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TCH B1	3	3A	Balcony doors	No
TCH B1	4	4A	Patient/visitor Lounge Balcony doors	No
TCH B1	6	6A	Balcony doors	No
TCH B1	9	9A	Balcony doors	No
TCH B1	10	10B	Balcony doors	No
TCH B2	2	Zouki Café	Courtyard door	Yes
TCH B2	2	Contractor Carpark	Entry door	Yes
TCH B2	2	Diabetes	Exit door	Yes
TCH B2	3	Staff Café	Balcony doors	No
TCH B3	1	Wards kitchen	Balcony doors	No
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TCH B3	1	IHSS Office	Balcony doors	No
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TCH B3	2	11B	Courtyard door	No
TCH B3	2	11B	Courtyard door	No
TCH B3	2	11B	Exit to main road	No
TCH B3	2	11A	Courtyard to ED door	No
TCH B3	2	11A	Courtyard to ED Side	No
TCH B5	1	Sexual Health	Side door to car park	Yes
TCH B5	1	Sexual Health	Main entry side door	No
TCH B6	1	Administration	Courtyard door 6.1.97	Yes
TCH B7	1	Alcohol and Drug	Carpark door	Yes
TCH B7	2	Alcohol and Drug	Main entry door	Yes

TCH B12	3	ICU	ICU Balcony door	No
TCH B15	1	Stairwell	Door 15.1.126	Yes
TCH B15	2	Stairwell	Door	Yes
TCH B20	1	Radiation Oncology	Yamba drive door	Yes
TCH B20	1	Radiation Oncology	Ambulance bay door	Yes
TCH B20	1	Radiation Oncology	Door to Yamba drive	Yes
TCH B23	1		Door exiting main road	Yes
TCH B23	1		Door exiting main road	Yes
TCH B23	2		Main entry door	No
TCH B24	2		Side entry door	Yes
TCH B25	2	Adult Mental Health	Side entry door 13.24.B23	Yes
Philip	2	Health Care Centre	Northern entry door	Yes
UCH	1	Main Foyer	Main Entrance doors	Yes
UCH	1	Main Foyer	Courtyard door	No
UCH	1	Ainslie Room	Courtyard door	No
UCH	1	Majura Ward Dining	Courtyard door	No
UCH	2	Namadgi Ward	Balcony door	No
UCH	2	Staff Dining Area	Balcony door	No

NB. Fire exit doors will automatically unlock in the event of a fire alarm

Regards,

Andrew Murphy

Contract Management and Procurement Director | Infrastructure and Health Support Services

T: (02) 5124 4385 | M: [REDACTED] E: Andrew.P.Murphy@act.gov.au

Building 3, Level 1, Canberra Hospital

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Services**

Canberra Health Services Door Diversions due to Smoke Ingress

Building	Level	Area	Details	Fire Door
TCH B1	3	Coronary Care	CCU	No
TCH B1	3		3A Balcony doors	No
TCH B1	4		4A Patient/visitor Lounge Balcony doors	No
TCH B1	6		6A Balcony doors	No
TCH B1	9		9A Balcony doors	No
TCH B1	10		10B Balcony doors	No
TCH B2	2	Zouki Café	Courtyard door	Yes
TCH B2	2	Contractor Carpark	Entry door	Yes
TCH B2	2	Diabetes	Exit door	Yes
TCH B2	3	Staff Café	Balcony doors	No
TCH B3	1	Wards kitchen	Balcony doors	No
TCH B3	1	Wards Office	Balcony doors	No
TCH B3	1	IHSS Office	Balcony doors	No
TCH B3	1	Wards storage	Balcony doors	No
TCH B3	2	Admissions Office	Courtyard door	Yes
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Courtyard door	No
TCH B3	2		11B Exit to main road	No
TCH B3	2		11A Courtyard to ED door	No
TCH B3	2		11A Courtyard to ED Side	No
TCH B5	1	Sexual Health	Side door to car park	Yes
TCH B5	1	Sexual Health	Main entry side door	No
TCH B6	1	Administration	Courtyard door 6.1.97	Yes
TCH B7	1	Alcohol and Drug	Carpark door	Yes
TCH B7	2	Alcohol and Drug	Main entry door	Yes
TCH B12	3	ICU	ICU Balcony door	No
TCH B15	1	Stairwell	Door 15.1.126	Yes
TCH B15	2	Stairwell	Door	Yes
TCH B20	1	Radiation Oncology	Yamba drive door	Yes
TCH B20	1	Radiation Oncology	Ambulance bay door	Yes
TCH B20	1	Radiation Oncology	Door to Yamba drive	Yes
TCH B23	1		Door exiting main road	Yes
TCH B23	1		Door exiting main road	Yes
TCH B23	2		Main entry door	No
TCH B24	2		Side entry door	Yes
TCH B25	2	Adult Mental Health	Side entry door 13.24.B23	Yes
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UCH	1	Majura Ward Dining	Courtyard door	No
UCH	2	Namadgi Ward	Balcony door	No
UCH	2	Staff Dining Area	Balcony door	No

NB. Fire exit doors will automatically unlock in the event of a fire alarm

Pond, Aleks (Health)

From: Schembri, Stuart (Health)
Sent: Wednesday, 22 January 2020 10:37 AM
To: CEOHealth
Subject: FW: Are you happy to review my email to my CF pt's??? [SEC=UNOFFICIAL]

Email you requested

From: Schembri, Stuart (Health)
Sent: Tuesday, 7 January 2020 8:44 AM
To: Bailey, Kim (Health) <Kim.Bailey@act.gov.au>
Subject: RE: Are you happy to review my email to my CF pt's??? [SEC=UNOFFICIAL]

1. The best advice is to remain indoors and limit going outside as much as possible.
2. Ensure you keep up your airway clearance, this is going to be the best way to clear your airways.
3. The masks are not designed to be worn for longer than 8-10 hours before being disposed.
4. As the mask becomes moist it becomes less effective.
5. Be mindful of hand hygiene and handling your mask as we want to limit any opportunity for infection.

From: Bailey, Kim (Health)
Sent: Monday, 6 January 2020 5:37 PM
To: Schembri, Stuart (Health) <Stuart.Schembri@act.gov.au>
Subject: Are you happy to review my email to my CF pt's??? [SEC=UNOFFICIAL]

Hi Stuart,

As discussed, I want to make sure my patients are given appropriate advice in terms of masks, and want to limit the risk of infection to them with their use.

Are you happy to have a quick look at what I was thinking of sending them??

Thanks
 Kim

Hi Everyone,

Just sharing the email below regarding a supply of P2 masks coming to Canberra.

I understand this is a really tough time with the smoke in Canberra, but I want to take the opportunity to ensure that everyone is using their masks correctly to ensure good mask hygiene. Some things to remember are;

1. The masks are not designed to be worn for longer than 8 hours before being disposed.
2. The best advice is to remain indoors and limit going outside as much as possible.

3. Ensure you keep up your airway clearance, this is going to be the best way to clear your airways.
4. Be mindful of hand hygiene and handling your mask as we want to limit any opportunity for infection.
5. If your mask becomes moist it is not effective.

Local pharmacies are going to be given a supply tomorrow, but these will only be for people with who are vulnerable, so best to go to your local pharmacy that knows you and request more.

This is a short video from our Director of Respiratory Medicine on the smoke and masks, you may also find this useful.

Take care

Kim Bailey | Acting CNC/Manager – CF Nurse
Phone: 02 5124 2702 | Email: kim.bailey@act.gov.au
Department | Canberra Health Services | ACT Government
PO Box 11, Woden ACT 2606 | health.act.gov.au
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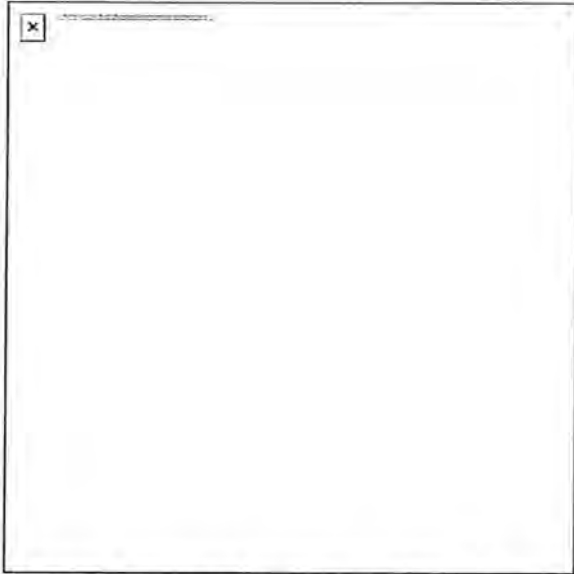
New Year, More Smoke Haze

The arrival of 2020 has brought with it some of the most catastrophic weather events in Australian history. CF ACT's thoughts are with those who have had to evacuate their homes, the paid and volunteer firefighters at the fire forefront, and the selfless folks who are offering their hands and homes during this trying time.

With Canberra experiencing the worst air quality in the world, it is important to understand the impact the smoke is having on our members who are managing cystic fibrosis.

Bushfire smoke carries PM2.5 particles – which have a diameter of 2.5 micrometres or less – and can cause long-term health problems.

ACT Health is advising people with an increased health risk to stay indoors and limit exposure to the outside. In addition, P2 face masks can filter out most PM2.5. However, evidence suggests to be effective, they require an extremely good fit.



CF ACT would like members to inform us if you require masks. Please email support@cfact.org.au

Air purifiers can be effective in fighting bush-fire haze. Choice have released an [air purifier buying guide](#), and they intend to test more models over the coming months.

These air purifiers can be expensive, and at the moment, difficult to source as a result of increasing demand. Other helpful hints include:

- Close all windows and doors (try to seal your house in advance of high smoke days)...very difficult to do in the current Canberran climate I know.
- Rolled up towels at the bottom of doors can help with leaks (bathrooms and laundries are primary culprits). In principle, a wet towel will probably help trap a little bit more smoke, and also help keep some of the heat out as well.
- Vacuum up the spot particles that have already settled in your home.
- Run your split system air conditioning if you have it.

Do you have any other tips you would like to share with the community? I have created a Facebook group to share tips and advice.

<https://www.facebook.com/groups/1340409336130923/>

Regards,
Emma

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Pond, Aleks (Health)

From: Schembri, Stuart (Health)
Sent: Wednesday, 22 January 2020 10:37 AM
To: CEOHealth
Subject: FW: Radio call [SEC=UNCLASSIFIED]

Email you requested

From: Schembri, Stuart (Health)
Sent: Tuesday, 10 December 2019 9:55 AM
To: Canberra Health Services Media <CHSmedia@act.gov.au>
Subject: Radio call [SEC=UNCLASSIFIED]

Hi Media Team

FYI was called by ABC world today re. bushfires and air quality this morning. Had been in contact with them earlier in the year re. vaccination. Gave comments re. staying indoors, masks etc.

Thanks

Stuart

Stuart Schembri
Director of Respiratory and Sleep Medicine
The Canberra Hospital
Yamba Drive
Garran ACT 2606

Pond, Aleks (Health)

From: Schembri, Stuart (Health)
Sent: Wednesday, 22 January 2020 10:38 AM
To: CEOHealth
Subject: FW: PFT smoke study [SEC=UNCLASSIFIED]

Email you requested

From: Schembri, Stuart (Health)
Sent: Thursday, 9 January 2020 10:26 AM
To: Nicholas Coatsworth [REDACTED]
Cc: Figurski, Derek (Health) <Derek.Figurski@act.gov.au>
Subject: RE: PFT smoke study [SEC=UNCLASSIFIED]

My patient list is always ready. Can I suggest that "no co-morbidities" is a bit broad, perhaps change to "absence of co-morbidities that in the judgement of the investigator would limit participation in the study".

Stuart

From: Nicholas Coatsworth [REDACTED]
Sent: Thursday, 9 January 2020 9:23 AM
To: [REDACTED] Schembri, Stuart (Health) <Stuart.Schembri@act.gov.au>
Cc: Figurski, Derek (Health) <Derek.Figurski@act.gov.au>
Subject: PFT smoke study

Dear Stuart and Bec,

The study is progressing and although we are still waiting final clearance from ethics I am confident it will go ahead.

I'd be grateful if you would search your respective patient lists against the following criteria:

- patients presenting in past twelve months who had PFTs
- with a physician diagnosis of airways disease
- either normal spirometry or mild obstruction
- mild asthma or COPD
- no co-morbidities

NO NEED to contact the patients at this point, but we will call upon you to invite them to participate in the near future.

Is there a possibility of having this list by close of business Monday.?

Cheers

Nick

Nicholas Coatsworth MB,BS MIntPH FRACP

Director | Department of Infectious Diseases | Canberra Hospital

Clinical Senior Lecturer | Australian National University Medical School

PhD Scholar | ANU School of Regulation and Global Governance

Pond, Aleks (Health)

From: Schembri, Stuart (Health)
Sent: Wednesday, 22 January 2020 10:38 AM
To: CEOHealth
Subject: FW: Draft Smoke FAQ [SEC=UNCLASSIFIED]
Attachments: Fact sheet - Health advice on smoke_200106 v1_SS.docx

Email you requested

From: Schembri, Stuart (Health)
Sent: Monday, 6 January 2020 4:28 PM
To: Guinard, Tarryn (Health) <Tarryn.Guinard@act.gov.au>; Abhayaratna, Walter (Health) <Walter.P.Abhayaratna@act.gov.au>; Lim, Boon (Health) <Boon.Lim@act.gov.au>; Williams, Felicity (Health) <Felicity.Williams@act.gov.au>; Craft, Paul (Health) <Paul.Craft@act.gov.au>; Paramadhathil, Anil (Health) <Anil.Paramadhathil@act.gov.au>; Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>
Cc: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Smith, Cathie (Health) <Cathie.Smith@act.gov.au>
Subject: RE: Draft Smoke FAQ [SEC=UNCLASSIFIED]

My comments attached

From: Guinard, Tarryn (Health)
Sent: Monday, 6 January 2020 3:15 PM
To: Abhayaratna, Walter (Health) <Walter.P.Abhayaratna@act.gov.au>; Lim, Boon (Health) <Boon.Lim@act.gov.au>; Williams, Felicity (Health) <Felicity.Williams@act.gov.au>; Schembri, Stuart (Health) <Stuart.Schembri@act.gov.au>; Craft, Paul (Health) <Paul.Craft@act.gov.au>; Paramadhathil, Anil (Health) <Anil.Paramadhathil@act.gov.au>; Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>
Cc: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Smith, Cathie (Health) <Cathie.Smith@act.gov.au>
Subject: FW: Draft Smoke FAQ

UNCLASSIFIED

Good Afternoon Everyone,

Thank you for attending today's meeting at such short notice.

Please find attached the Fact Sheet drafted by CHS Comms regarding advice on smoke.

Could you please let me know if you would like for anything else to be included ASAP.

We will be providing this update at the 4:00pm EOC.

Kind Regards

Tarryn Guinard

From: Howard, Scott (Health) <Scott.E.Howard@act.gov.au>
Sent: Monday, 6 January 2020 3:06 PM
To: Guinard, Tarryn (Health) <Tarryn.Guinard@act.gov.au>; Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>
Cc: McRae, Cree (Health) <Cree.McRae@act.gov.au>
Subject: Draft Smoke FAQ

UNCLASSIFIED

Good afternoon Jacqui and Tarryn

As discussed at the meeting, here is the draft internal fact sheet Cree from our team has pulled together.

This came about following a request from Bernadette.

We'd really appreciate any input and suggestions from our smoke/respiratory brains trust before progressing through further approvals and then out to staff. Although, I suggest we should also wait for the communique from the national CHOs to come out prior to this progressing through approvals so as to ensure we are aligned with that info.

Many thanks

Scott Howard

Acting Senior Director

Communications and Engagement

Canberra Health Services | ACT Government

P. (02) 512 49993 | M. [REDACTED] E. scott.e.howard@act.gov.au

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Smoke health advice

Information for staff

How will the smoke impact healthy people?

~~Most healthy people should not be~~ unlikely to have an acute problem with smoke exposure at these levels. For most people, ~~this will only smoke~~ causes mild symptoms like:

- itchy or burning eyes
- throat irritation
- runny nose
- coughing.

The best advice is to stay indoors as much as possible and limit your exposure to smoke.

How will the smoke impact those with a pre-existing condition?

If you have a pre-existing respiratory issue you should take extra care during these conditions. The best way to reduce exposure to smoke is to stay indoors with the doors and windows shut.

Commented [SS(1)]: ? add comment re. AC

If you have asthma, you should follow your Asthma Action Plan and keep your asthma medication with you.

Anyone who feels they are unable to be at work as a result of these abnormal smoke conditions, ~~please should~~ talk to your manager in the first instance.

What should people be aware of working indoors and it's smoky?

Breathing in smoke can be uncomfortable, but ~~assuming someone is healthy it's~~ unlikely to cause an acute problem to those in good health.

Canberra Health Services (CHS) is an essential service so it's important that we continue to look after our patients and each other.

We encourage you to take more regular breaks with the support of your supervisor and to consider taking personal leave if you're feeling you cannot work because of ~~unwell from the smoke, take personal leave after discussing with~~.

~~Anyone who feels they are unable to be at work as a result of these abnormal smoke conditions, please talk to your manager in the first instance.~~

Commented [SS(2)]: These two statements are inconsistent – one can either take personal leave or not

INFORMATION



Canberra Health
Services

What is CHS doing to minimise smoke indoors?

To minimise the impact of smoke indoors, we have:

- responded and continue to respond to your concerns about air quality in some of the buildings across CHS.
- closed external doors and windows where possible. You may find doors across the health service that are locked, and these have been closed to reduce smoke getting into the building.
- distributed staff comfort packs across the health service. The packs include saline, masks, throat lozenges and eye drops. Staff can also use the saline packs available from IMPREST. These packs are for staff to provide comfort from the symptoms of smoke exposure.
- advised staff to take more regular breaks with the support of your supervisor.

What can you do to minimise smoke indoors?

To minimise the impact of smoke indoors, try and limit your movement around CHS sites. This includes taking internal routes to your destination rather than external shortcuts which may introduce additional smoke to the buildings.

What's your advice on wearing face masks?

We are receiving a lot of queries about the supply of masks to the community. CHS does not have a supply of masks and is not distributing masks to the public.

Our advice to the community is to remain indoors where possible, with windows and doors closed, and see the advice on the ESA and ACT Health Directorate websites.

The people who are going to get the most value from wearing a face mask are those whose job or lifestyle involves them being outside for prolonged periods of time.

For staff, the use of masks indoors is unlikely to be of a significant help. But if you feel more comfortable wearing a mask, wear it. You need to ensure that the mask is fitted properly and that you follow infection control guidelines.

There is further information in the [outdoor smoke factsheet](#), including on how to fit a P2 mask.

Commented [SS(3)]: You may wish to include a link to this advice

What can you do if a patient asks about smoke?

For any patient issues related to smoke please refer to the appropriate clinical team for assessment and treatment.

Commented [SS(5)]: Bear in mind that the person being asked is likely to be the clinical team so you should consider adding that the general advice is relevant to the patient population although specific advice is being developed

For more health advice on heavy smoke and extreme heat conditions in the ACT [click here](#)

Pond, Aleks (Health)

From: Schembri, Stuart (Health)
Sent: Wednesday, 22 January 2020 10:38 AM
To: CEOHealth
Subject: FW: Bushfire smoke health impacts information for CHS clinicians [SEC=UNCLASSIFIED]

Email you requested

From: Schembri, Stuart (Health)
Sent: Monday, 13 January 2020 10:27 AM
To: Guinard, Tarryn (Health) <Tarryn.Guinard@act.gov.au>; Abhayaratna, Walter (Health) <Walter.P.Abhayaratna@act.gov.au>; Lim, Boon (Health) <Boon.Lim@act.gov.au>; Williams, Felicity (Health) <Felicity.Williams@act.gov.au>; Craft, Paul (Health) <Paul.Craft@act.gov.au>; Paramadhathil, Anil (Health) <Anil.Paramadhathil@act.gov.au>; Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>; Johnston, Vanessa (Health) <Vanessa.Johnston@act.gov.au>; Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>; Howard, Scott (Health) <Scott.E.Howard@act.gov.au>
Cc: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Smith, Cathie (Health) <Cathie.Smith@act.gov.au>; Behm, Claire (Health) <Claire.Behm@act.gov.au>
Subject: RE: Bushfire smoke health impacts information for CHS clinicians [SEC=UNCLASSIFIED]

Hello all

At first glance, the authors' conclusion certainly sounds very alarming "Consistent evidence from a large number of studies indicates that wildfire smoke exposure is associated with respiratory morbidity with growing evidence supporting an association with all-cause mortality". However one must delve into the supplemental material to understand the real impact of the author's conclusions.

The point estimates for the HR for all-cause mortality in the studies cited range from 1.004 to 1.50. Understanding this statistic requires knowledge of one's baseline risk. So for eg – if I have an approx. 1 in 700 chance of dying in the next 12 months. The bushfire smoke exposure increases that risk to somewhere between 1 in 400 and 1 in 699 thus meaning that I am still more likely NOT to die in the next 12 months than die (my wife will be pleased to hear this). The same thing applies to their quoted resp morbidity with none of the studies I saw doubling one's risk and some suggesting a protective effect (presumably because people don't go out)

There is a danger extrapolating population statistics to individuals and I think we should resist this. Pls note that I am not saying that bushfire smoke exposure is OK, clearly people (esp vulnerable ones) should limit their exposure to it. We do however need to find the correct balance between being dismissive of risk and being alarmist.

Happy to chat further

Stuart

From: Guinard, Tarryn (Health)
Sent: Friday, 10 January 2020 9:01 AM
To: Abhayaratna, Walter (Health) <Walter.P.Abhayaratna@act.gov.au>; Lim, Boon (Health) <Boon.Lim@act.gov.au>; Williams, Felicity (Health) <Felicity.Williams@act.gov.au>; Schembri, Stuart (Health) <Stuart.Schembri@act.gov.au>; Craft, Paul (Health) <Paul.Craft@act.gov.au>; Paramadhathil, Anil (Health) <Anil.Paramadhathil@act.gov.au>; Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>; Johnston, Vanessa (Health) <Vanessa.Johnston@act.gov.au>; Coleman, Kerryn (Health) <Kerryn.Coleman@act.gov.au>; Howard, Scott (Health) <Scott.E.Howard@act.gov.au>
Cc: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Smith, Cathie (Health) <Cathie.Smith@act.gov.au>; Behm,

Claire (Health) <Claire.Behm@act.gov.au>

Subject: FW: Bushfire smoke health impacts information for CHS clinicians

UNCLASSIFIED

Good Morning Everyone,

Please see attached information from Dr Claire Behm as a follow on from our conversations earlier this week.

Could you please provide any feedback or comment to me as soon as possible.

Kind Regards

Tarryn Guinard

Tarryn Guinard | Business Manager: Executive Director, HITH/MDU & Gen Med

Phone: 02 5124 4504 | Email: tarryn.guinard@act.gov.au

Division of Medicine | Canberra Health Services | ACT Government

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From: Behm, Claire (Health) <Claire.Behm@act.gov.au>

Sent: Thursday, 9 January 2020 2:40 PM

To: Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>

Cc: McKerlie, Donna (Health) <Donna.McKerlie@act.gov.au>; Coleman, Kerryn (Health)

<Kerryn.Coleman@act.gov.au>; Johnston, Vanessa (Health) <Vanessa.Johnston@act.gov.au>

Subject: FW: Bushfire smoke health impacts information for CHS clinicians

UNCLASSIFIED

Dear Jacqui,

Just following up on our conversation from earlier in the week, about the Office of the Chief Health Officer putting together some information on the health impacts of bushfire smoke for CHS clinicians.

At the present time, the ACT Health Directorate are not planning to develop our own fact sheet on the health impacts of exposure to bushfire smoke, as researchers from the National Centre for Epidemiology and Population Health in collaboration with the Australian Government Department of Health and jurisdictional health departments are in the process of drafting a series of fact sheets on the health impacts of bushfire smoke.

While we are waiting for these fact sheets to be finalised, we have put together the dot points below to give a brief summary of the expected health impacts from exposure to bushfire smoke, based a quick review of the evidence. I have also attached a systematic review, which may be of interest to some of the clinicians at CHS, that gives a reasonably good overview of the strength of evidence available up to ~2015. It does not include evidence from the ongoing Hazelwood Health Study, which has been collecting data on health outcomes following the Hazelwood/Morwell coal mine fire in Victoria. Fact sheets on the findings from the HHS can be found at <https://hazelwoodhealthstudy.org.au/study-findings/fact-sheets-and-summaries>

Vulnerable Groups

The following population groups may be more susceptible to the health effects of fine particulate air-pollution (PM2.5 particles), such as those found in bushfire smoke:

- People with chronic respiratory and cardiac conditions, as exposure to PM2.5 air-pollution may exacerbate symptoms.
- Older adults (people over 65 years of age), as they are more likely to have compromised respiratory or cardiac function.

- Pregnant women, as unborn babies may be more susceptible to adverse effects from PM2.5 particles, and pregnant women have increased demand on their respiratory and cardiovascular systems.
- Children, as they have a higher respiratory rate and actively developing respiratory, cardiac and immune systems.

Health Impacts of bushfire smoke

- The strength and consistency of the evidence for the health-effects of exposure to bushfire smoke is variable.
- Given the complexities of precisely measuring and classifying exposure to bushfire smoke and health outcomes across varying time periods and populations, results from published studies should be carefully interpreted as they may not be generalisable to the recent bushfire smoke events in the ACT.
- There is very limited evidence for any long-term effects arising from intermittent exposure to bushfire smoke. Most of the published studies on the health effects of bushfire smoke have examined short to medium-term outcomes.
- Studies of the long-term health impacts arising from chronic exposure to air pollution in highly polluted cities (for example in Beijing or New Delhi) are not generalisable to the setting of intermittent exposure to bushfire smoke in the ACT, which usually has very good air quality.
- It is also important to note that the overall effect size estimated in the available epidemiological research is often small and may not be of great clinical significance at the level of an individual patient but may be of public health significance at a whole of population level.

The strongest evidence for health outcomes associated with exposure to high levels of bushfire smoke is for:

- Increased all-cause mortality
- Increased respiratory ED visits - asthma, chronic obstructive pulmonary disease (COPD) and respiratory infections
- Increased respiratory primary care visits - asthma, COPD and respiratory infections
- Increased respiratory hospitalisations - asthma and COPD
- Increased use of asthma medications.

Weaker evidence is available for an association with the following health outcomes:

- Cardiovascular mortality
- Out-of-hospital cardiac arrest
- ED and other healthcare attendances for chronic heart failure and ischaemic heart disease
- Pre-term birth
- Decreased birth weight.

I hope this information is of assistance – please let me know if you have any queries.

Kind regards,

Claire

Dr Claire Behm | Public Health Medicine Registrar

Ph: 02 5124 9239 | Email: claire.behm@act.gov.au

Health Protection Service, Public Health Protection and Regulation | ACT Health Directorate

25 Mulley St, Holder ACT 2611

health.act.gov.au



Pond, Aleks (Health)

From: Lutz, Melodie (Health) on behalf of Gay, AndrewD (Health)
Sent: Wednesday, 29 January 2020 11:03 AM
To: Canberra Health Services CFO
Subject: FW: Expenses related to Emergency Incident Bushfire/Smoke - January 2020
Attachments: EXPENSES RELATED TO EMERGENCY INCIDENT BUSHFIRE-SMOKE - JANUARY 2020.docx

From: Gay, AndrewD (Health)
Sent: Thursday, 9 January 2020 9:15 AM
To: Turnbull, Ian (Health) <Ian.Turnbull@act.gov.au>; Shah, Ash (Health) <Ash.Shah@act.gov.au>; Shadbolt, Catherine (Health) (Catherine.Shadbolt@act.gov.au) <Catherine.Shadbolt@act.gov.au>
Subject: FW: Expenses related to Emergency Incident Bushfire/Smoke - January 2020

FYI – Need to watch this one closely, I have already raised concerns with leadership team..... I've seen this exercise become a dumping ground for all sorts of costs not actually driven by an emergency event.

Thanks
 Andrew

From: Wells, Patrick (Health) <Patrick.A.Wells@act.gov.au>
Sent: Thursday, 9 January 2020 8:37 AM
To: Chatham, Elizabeth (Health) <Elizabeth.Chatham@act.gov.au>; Peffer, Dave (Health) <Dave.Peffer@act.gov.au>; Dugdale, Paul (Health) <Paul.Dugdale@act.gov.au>; Dahlstrom, Jane (Health) <Jane.Dahlstrom@act.gov.au>; Patterson, Denise (Health) <Denise.Patterson@act.gov.au>; Mossman, Wendy (Health) <Wendy.Mossman@act.gov.au>; O'Neill, Cathie (Health) <Cathie.O'Neill@act.gov.au>; Bracher, Katrina (Health) <Katrina.Bracher@act.gov.au>; Kohlhagen, Linda (Health) <Linda.Kohlhagen@act.gov.au>; Kaye, Todd (Health) <Todd.Kaye@act.gov.au>; Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Plant, Deborah (Health) <Deborah.Plant@act.gov.au>; Grace, Karen (Health) <Karen.Grace@act.gov.au>; Gilmore, Lisa (Health) <Lisa.Gilmore@act.gov.au>; Wood, Daniel (Health) <Daniel.Wood@act.gov.au>; Lang, Kellie (Health) <Kellie.Lang@act.gov.au>; Bracher, Katrina (Health) <Katrina.Bracher@act.gov.au>; Mooney, Colm (Health) <Colm.Mooney@act.gov.au>; Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>; Lamb, Denise (Health) <Denise.Lamb@act.gov.au>; Hammat, Janine (Health) <Janine.Hammat@act.gov.au>
Cc: McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>; Gay, AndrewD (Health) <AndrewD.Gay@act.gov.au>; Turnbull, Ian (Health) <Ian.Turnbull@act.gov.au>; McKerlie, Donna (Health) <Donna.McKerlie@act.gov.au>; Bower, Linda (Health) <Linda.Bower@act.gov.au>; CEOHealth <CEOHealth@act.gov.au>; CHS COO <CHSCOO@act.gov.au>
Subject: Expenses related to Emergency Incident Bushfire/Smoke - January 2020

Good morning,

A Project Code for all expenses related to the bushfire/smoke emergency incident has been setup. The Project Code is 29558.

Please ensure that all costs/invoices related to the bushfire/smoke incident for your Division are forwarded to Donna McKerlie (Donna.McKerlie@act.gov.au) as soon as possible.

Examples of costs/invoices include but are not limited to:

- Extra staffing
- Consumables, including comfort packs, bottled water etc.

- Meals
- Accommodation
- Air Quality testing and infrastructure expenses.

A template is attached to guide you as to what details to submit. Please ensure all expenses for your Division have comprehensive details showing that they incurred as a result of the bushfire incident. If you have invoices for products or services, please ensure these are also attached.

Should you have any questions, please contact Donna McKerlie on [REDACTED]

Thank you
Patrick

Patrick Wells

Phone: 02 5124 3125 | Email: Patrick.A.Wells@act.gov.au

Office of the Chief Executive Officer | Canberra Health Services

GPO Box 825, Canberra City ACT 2601 | health.act.gov.au

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Services**

Pond, Aleks (Health)

From: Lutz, Melodie (Health) on behalf of Gay, AndrewD (Health)
Sent: Wednesday, 29 January 2020 11:04 AM
To: Canberra Health Services CFO
Subject: FW: Emergency Management Team representatives for ongoing management of Smoke affecting CHS

UNCLASSIFIED

From: McKerlie, Donna (Health) <Donna.McKerlie@act.gov.au>
Sent: Friday, 20 December 2019 2:14 PM
To: McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>; Chatham, Elizabeth (Health) <Elizabeth.Chatham@act.gov.au>; Bower, Linda (Health) <Linda.Bower@act.gov.au>; Ludvigson, John (Health) <John.Ludvigson@act.gov.au>; Mooney, Colm (Health) <Colm.Mooney@act.gov.au>; Warylo, Michael (Health) <Michael.Warylo@act.gov.au>; Gomes, Dario (Health) <Dario.Gomes@act.gov.au>; ACT Health, HPSOps <ACTHealthHPSOps@act.gov.au>; Mooney, Chris (Health) <Chris.Mooney@act.gov.au>; Gilmore, Lisa (Health) <Lisa.Gilmore@act.gov.au>; Grace, Karen (Health) <Karen.Grace@act.gov.au>; Taylor, Jacqui (Health) <Jacqui.H.Taylor@act.gov.au>; Kohlhagen, Linda (Health) <Linda.Kohlhagen@act.gov.au>; O'Neill, Cathie (Health) <Cathie.O'Neill@act.gov.au>; Wood, Daniel (Health) <Daniel.Wood@act.gov.au>; Bracher, Katrina (Health) <Katrina.Bracher@act.gov.au>; Dugdale, Paul (Health) <Paul.Dugdale@act.gov.au>; Patterson, Denise (Health) <Denise.Patterson@act.gov.au>; Boyd, Narelle (Health) <Narelle.Boyd@act.gov.au>; Hammat, Janine (Health) <Janine.Hammat@act.gov.au>; Lamb, Denise (Health) <Denise.Lamb@act.gov.au>; Gay, AndrewD (Health) <AndrewD.Gay@act.gov.au>; O'Halloran, Peter (Health) <Peter.O'Halloran@act.gov.au>; Saunder, Kate (Health) <Kate.Saunder@act.gov.au>; Briggs, Sheridan (Health) <Sheridan.Briggs@act.gov.au>; Collins, Sarajane (Health) <Sarajane.Collins@act.gov.au>
Subject: Emergency Management Team representatives for ongoing management of Smoke affecting CHS

UNCLASSIFIED

Hi All,

The following people have been nominated by Liz to fulfil the IMT roles should the smoke in the ACT require the need to **set up the HEOC** this evening/tomorrow.

Hospital Commander Katrina Bracher [REDACTED]
 Planning Officer Daniel Wood [REDACTED]
 Logistics Officer Colm Mooney [REDACTED] (Michael Warylo is also on call [REDACTED] – Note Ally Jordan
 [REDACTED] will scribe for Colm/ Michael
 Operations Officer Jacqui Taylor [REDACTED]
 Emergency officer Linda Bower [REDACTED]

Scribes to support the above mentioned roles have also been identified.

Donna McKerlie

Director Emergency Management
 Hospital Emergency Management Coordinator
 Office of the Chief Operating Officer | Canberra Health Services | ACT Government
 T: 02 5124 5324 | M: [REDACTED] E: donna.mckerlie@act.gov.au
 Building 24, Level 1, Canberra Hospital, Yamba Drive, Garran ACT 2605

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