



Gladstone Regional Council

Policy

Title	VACCINATION
Policy Number	P-2017-07
Responsible Directorate	OFFICE OF THE CHIEF EXECUTIVE OFFICER
Responsible Officer	OHS CO-ORDINATOR
Date of Adoption	7 MARCH 2017
Resolution Number	G/17/2994
Date Review Due	7 MARCH 2020

1.0 PURPOSE:

To ensure that Employees falling within certain risk groups due to their work environment are vaccinated against vaccine preventable diseases that they may be exposed to in the work environment and to provide a voluntary influenza vaccination program to Employees and Councillors to support the health and well-being of the community generally.

2.0 SCOPE:

All Employees and Councillors of Gladstone Regional Council.

3.0 RELATED LEGISLATION:

- *Work Health and Safety Act 2011.*
- *Work Health and Safety Regulation 2011.*

4.0 RELATED DOCUMENTS:

- Australian Guidelines for the Prevention and Control of Infection in Healthcare (2010) National Health and Medical Research Council (NHMRC);
- NHMRC. The Australian Immunisation Handbook, 10th Edition. Canberra: National Health and Medical Research Council, 2015;
- Gladstone Regional Council Occupational Health and Safety (OHS) Policy;
- Gladstone Regional Council Immunisation Corporate Standard.

5.0 DEFINITIONS:

Employee means a Gladstone Regional Council employee appointed under Section 196 of the *Local Government Act 2009* and includes the Chief Executive Officer and Acting Chief Executive Officer appointed under Section 194 and 195 of the *Local Government Act 2009*.

Partner means the spouse of a person and includes a de facto spouse.

Councillor means a councillor as defined under the *Local Government Act 2009* and includes the Mayor.

6.0 POLICY STATEMENT:

6.1 VACCINATION PROGRAM

Gladstone Regional Council is committed to providing a safe working environment for its employees and will assist and support, where appropriate, initiatives that promote the health and well-being of the community generally.

Accordingly, Council will provide a vaccination service to Employees and Councillors so that they are protected against vaccine preventable diseases to which they are potentially exposed to in the work environment. The program of vaccination to be determined and amended from time to time, based on a risk assessment approach and documented in Council's Immunisation Corporate Standard.

To assist in supporting the health and well-being of the community generally, Council will also provide an annual influenza vaccination program for all Employees and their Partner and Councillors and their Partner. Participation in the influenza vaccination program is voluntary.

7.0 ATTACHMENTS:

Nil

8.0 REVIEW TRIGGER:

This policy will be reviewed when any of the following occur:

1. The related legislation/documents are amended or replaced.
2. Other circumstances as determined from time to time by a resolution of Council
3. Periodic Review – 3 years from date of adoption.

TABLE OF AMENDMENTS		
Originally Adopted	6 October 2009	09/533
Amendment 1	19 November 2013	G/13/1786
Amendment 2	7 March 2017	G/17/2994 (formerly P-2013/16)

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MARK HOLMES
ACTING CHIEF EXECUTIVE OFFICER