



Royal Victorian Association of Honorary Justices

ACN 004 226 448

Chief Patron: The Governor of Victoria

Patron: The Right Honourable the Lord Mayor of Melbourne

Justice of the Peace Covid-19 Advice from RVAHJ

Dear All,

As we all know, the Covid-19 or Novel Coronavirus is of significant concern all around the world. Current Australian Government advice is that:

- 1) The best defence for COVID-19 remains good hand hygiene, cough and sneeze etiquette, and to isolate when unwell.
- 2) It is perfectly safe to go about your daily business and do what you would normally do.

Notwithstanding this Government advice, a number of Justices of the Peace have expressed their concerns about the increased risk of contracting the virus, especially at Document Signing Centres. This concern stems from:

- An understanding that senior people appear to be more at risk of contracting the Covid-19 virus
- Many of our JPs have underlying health conditions which may make them more vulnerable
- Our clients have a higher than normal propensity to have come from overseas, with many having arrived recently
- JPs are required to share pens and paperwork with clients from time to time

In response to these concerns, the Association has reached out to the Department of Justice for their advice and guidance. One suggestion is that perhaps JPs could be issued with appropriate protections such as antiseptics, gloves, pens, masks etc to mitigate any risks as far as possible.

Until such time as a more formal position is provided, the best advice the RVAHJ can give all members at this time is to look after yourself first and foremost. The health and welfare of our members is absolutely paramount:

1. Please take any steps you feel appropriate to protect yourself from this virus
2. Be aware of and stay current on the latest advice from Government. Please refer to: <https://www.health.gov.au/resources/collections/novel-coronavirus-2019-ncov-resources>
3. Avoid sharing items with clients where possible
4. Don't jump to conclusions about clients based on how they look - the clients face the same risks from this virus as you do

For more advice on reducing the risk of coronavirus at home and at work, download the [ten ways to reduce your risk of coronavirus](#).

If you feel at all uncomfortable with the DSS or any other JP situation, you should graciously decline to attend. Where ever possible it would be helpful to give your DSS co-ordinator advance warning, so that they are able to reorganise rosters depending on numbers.

As always your safety is of primary concern and our advice is to always look after yourself. If there is further guidance from DoJ or access to protection strategies, we will let you know.

Yours sincerely.



Paul Mracek JP FRVAHJ

President

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Ten ways to reduce your risk of coronavirus

- **WASH** hands often with soap and running water, for at least 20 seconds. DRY with paper towel or hand dryer.
- **TRY** not to touch your eyes, nose or mouth.
- **COVER** your nose and mouth with a tissue when you cough or sneeze. If you don't have a tissue cough or sneeze into your upper sleeve or elbow.
- **ISOLATE** yourself at home if you feel sick. If you take medication ensure you have adequate supplies.
- **PHONE** your GP first if you need medical attention. They will tell you what to do.
- **CONTINUE** healthy habits: exercise, drink water, get plenty of sleep, and now is the time to quit smoking. Call the Quitline 137 848.
- **DON'T** wear a face mask if you are well.
- **BUY** an alcohol-based hand sanitiser with over 60 per cent alcohol.
- **GET** the flu shot (available April).
- **SHAKING HANDS** is optional!



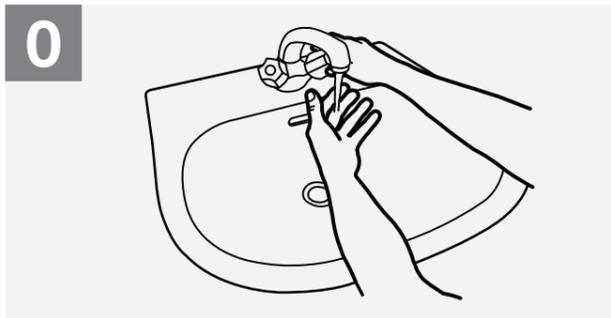
Find out more
www.dhhs.vic.gov.au/coronavirus

If you are concerned, call the
Coronavirus hotline 1800 675 398 (24 hours)
Please keep Triple Zero (000) for emergencies only.

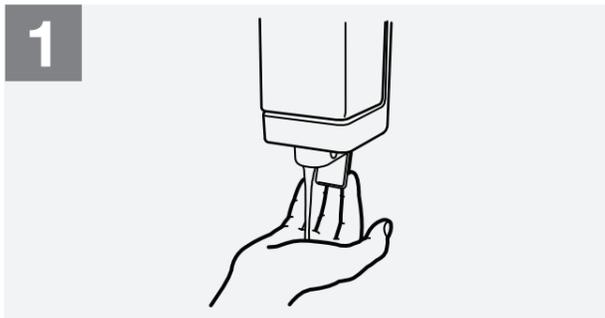
How to Handwash?

WASH HANDS WHEN VISIBLY SOILED! OTHERWISE, USE HANDRUB

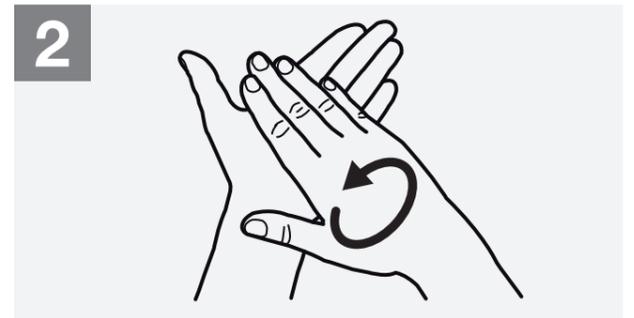
 Duration of the entire procedure: 40-60 seconds



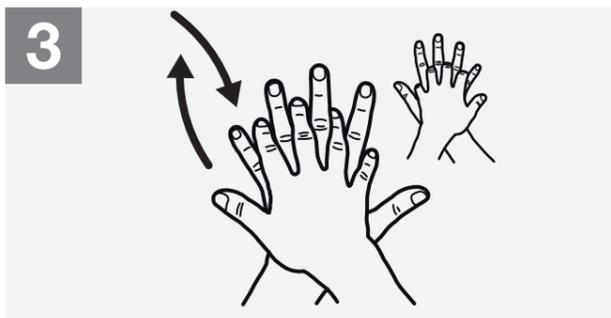
0 Wet hands with water;



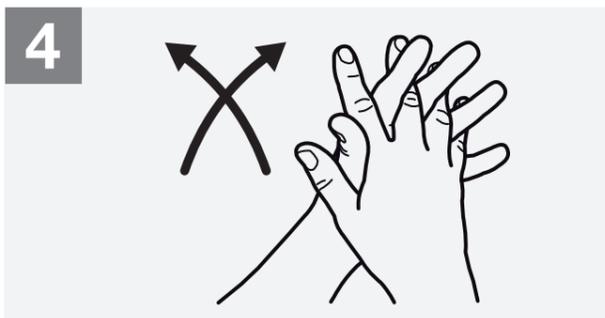
1 Apply enough soap to cover all hand surfaces;



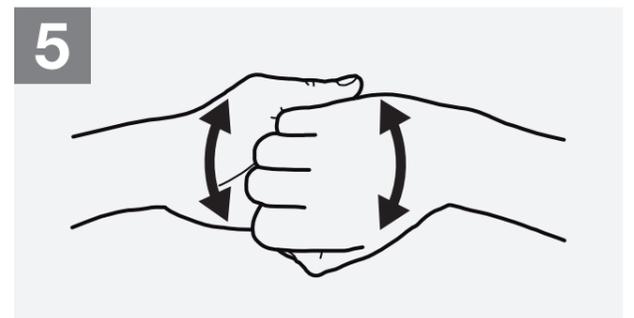
2 Rub hands palm to palm;



3 Right palm over left dorsum with interlaced fingers and vice versa;



4 Palm to palm with fingers interlaced;



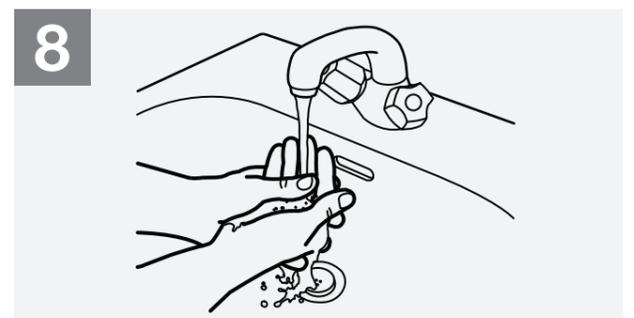
5 Backs of fingers to opposing palms with fingers interlocked;



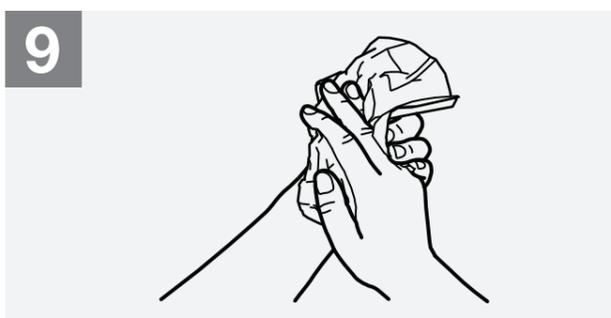
6 Rotational rubbing of left thumb clasped in right palm and vice versa;



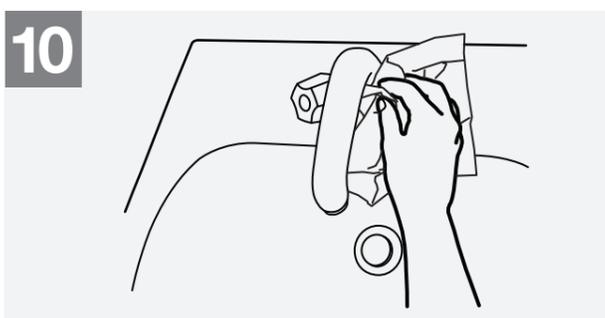
7 Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;



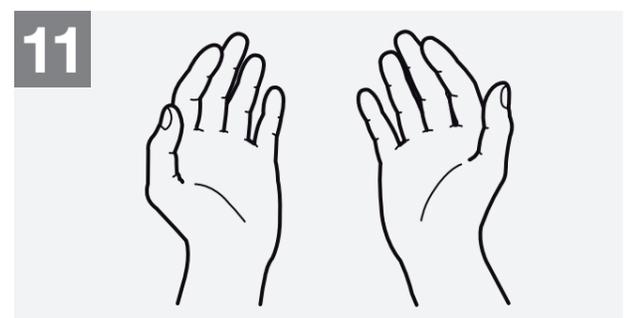
8 Rinse hands with water;



9 Dry hands thoroughly with a single use towel;



10 Use towel to turn off faucet;



11 Your hands are now safe.



World Health Organization

Patient Safety

A World Alliance for Safer Health Care

SAVE LIVES
Clean Your Hands

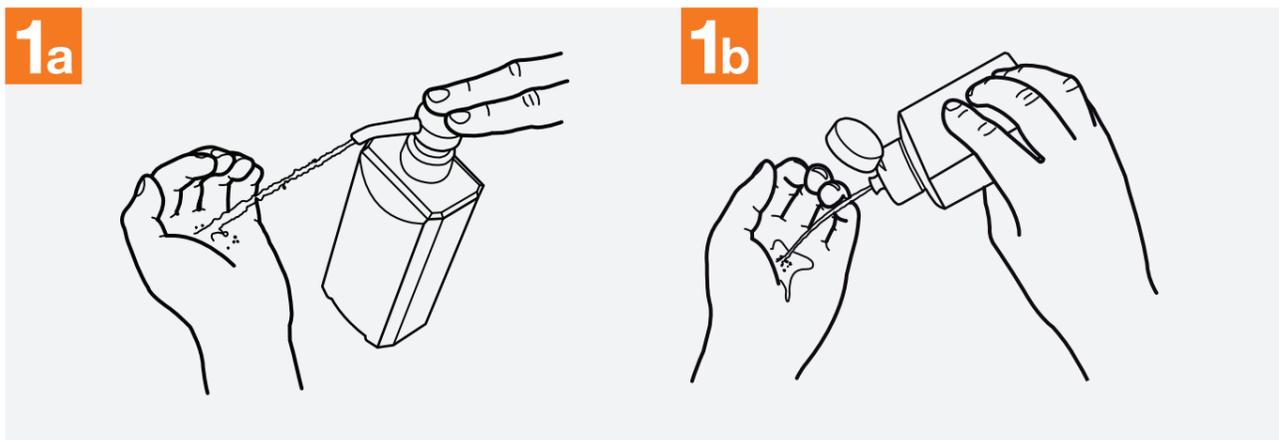
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WHO acknowledges the Hôpitaux Universitaires de Genève (HUG), in particular the members of the Infection Control Programme, for their active participation in developing this material.

How to Handrub?

RUB HANDS FOR HAND HYGIENE! WASH HANDS WHEN VISIBLY SOILED

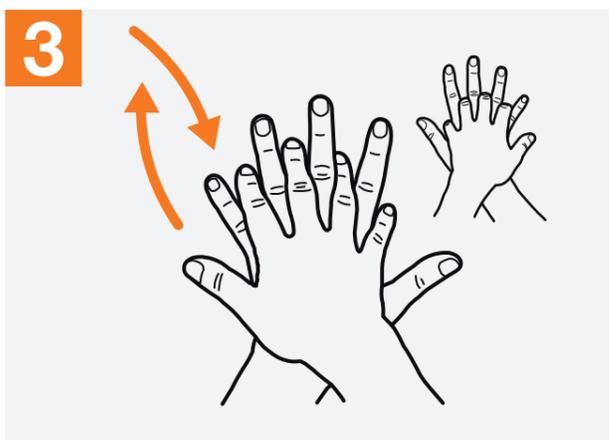
 **Duration of the entire procedure: 20-30 seconds**



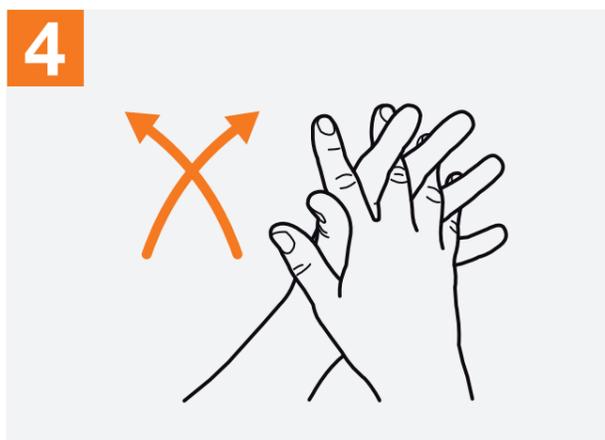
Apply a palmful of the product in a cupped hand, covering all surfaces;



Rub hands palm to palm;



Right palm over left dorsum with interlaced fingers and vice versa;



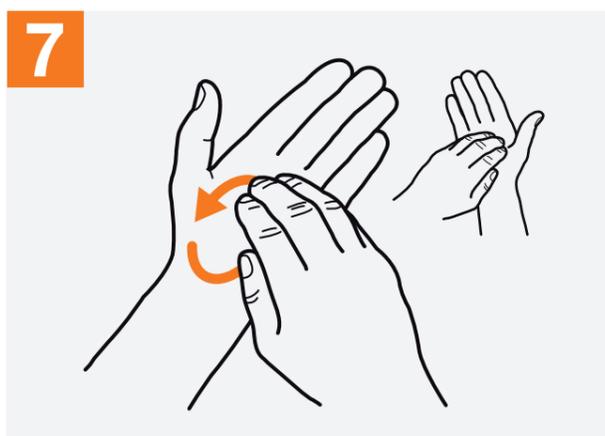
Palm to palm with fingers interlaced;



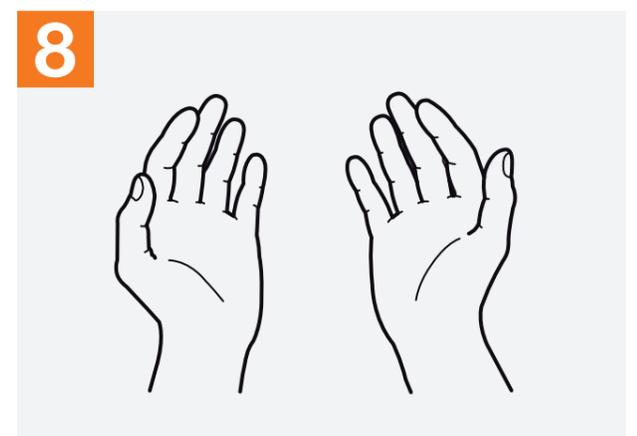
Backs of fingers to opposing palms with fingers interlocked;



Rotational rubbing of left thumb clasped in right palm and vice versa;



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



Once dry, your hands are safe.



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