

Issued by the Director of Public Health
under the *Public Health Act 1997*

Effective 5 March 2020

Guidelines for Notifying Coronavirus Disease 2019 (COVID-19)

Containing legal requirements for
laboratories and medical practitioners

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PART A Issuing statement and version notes

Issuing statement

I, Dr Mark Veitch, being and as the Director of Public Health, acting pursuant to section 184 of the *Public Health Act 1997*, hereby:

- (1) revoke the *Guidelines for Notifying 2019 Novel Coronavirus (2019-nCoV)*; and
- (2) issue these Guidelines, being the *Guidelines for Notifying Coronavirus Disease 2019 (COVID-19)*; and
- (3) determine that these Guidelines come into effect on and from 5 March 2020.

Dated this 25 February 2020

Dr Mark Veitch
Director of Public Health

Version notes

- | | |
|-----------------|--|
| 5 March 2020 | Start date for re-issued Guidelines. This version replaces the 6 February 2020 version. The changes reflect the official naming of the disease by the World Health Organization. |
| 6 February 2020 | First version of the Guidelines start operating. |

PART B Introduction

Content of guidelines

These Guidelines set out when and how laboratories and medical practitioners must notify the Director of Public Health of coronavirus disease 2019 (COVID-19).

Legal framework

The *Public Health Act 1997* contains the legal framework for declaring notifiable diseases and issuing notification guidelines.

Under section 40, the Director of Public Health has issued a public notice declaring coronavirus disease 2019 (COVID-19) a notifiable disease for the purposes of the Act.¹

Section 46 provides that guidelines may require a person notify the Director of a notifiable disease. These guidelines serve that purpose for coronavirus disease 2019 (COVID-19).

Guidelines for notifying other diseases and contaminants are available on the Department of Health's website at www.dhhs.tas.gov.au/publichealth/public_health_act2.

Guidelines are issued under section 184 and they contain legal requirements. Not complying with them is an offence under section 184(5) and penalties may apply.

¹ The public notice is available at www.gazette.tas.gov.au.

PART C Definitions

A word or phrase appearing in *italics* in these Guidelines has the meaning given to it in the table below. If there is an asterisk (*) next to the word or phrase, its meaning is taken from the *Public Health Act 1997* at the effective date of the Guidelines. If the definition in the Act later changes, that new definition replaces the one below.

Word or phrase	Definition
Director of Public Health*	means the Director of Public Health appointed under the <i>Public Health Act 1997</i>
laboratory*	means a laboratory whether associated with a hospital or not
Public Health Officer	means a person who holds a delegation from the <i>Director of Public Health</i> under the <i>Public Health Act 1997</i> to investigate the presence or occurrence, or suspected presence or occurrence, of diseases declared under section 40 as notifiable diseases
superintendent	means the person in charge

PART D Laboratory notification

When to notify

- (1) The *superintendent* of a *laboratory* who is aware (by reason of a test carried out in, or a test result received by, the *laboratory*) that a person has evidence of coronavirus disease 2019 (COVID-19) must notify the *Director of Public Health* or a *Public Health Officer* in accordance with the requirements of this Part D.

How to notify

- (2) Upon being required to notify, the *superintendent* must do so by immediately:
 - (a) telephoning 1800 671 738; and
 - (b) sending a facsimile to 03 6222 7744.

What to notify

- (3) The *superintendent* must notify the following information:
 - (a) In relation to the person with evidence of the disease:
 - (i) Full name
 - (ii) Gender
 - (iii) Date of birth
 - (iv) Telephone number(s) (if known)
 - (v) Usual residential address (street number and name, suburb, postcode)
 - (vi) Postal address (if different to above)
 - (vii) Whether the person is Aboriginal or Torres Strait Islander or both (if known)
 - (b) In relation to the disease:
 - (i) *Laboratory* allocated number for the specimen
 - (ii) Date the specimen tested was collected
 - (iii) Method of diagnosis
 - (iv) Date the test result was authorised by the *laboratory*

- (c) In relation to the *superintendent*:
 - (i) Name
 - (ii) Telephone number(s)

- (d) In relation to the *laboratory*:
 - (i) Name
 - (ii) If not previously notified:
 - I. Street address
(street number and name, suburb, postcode)
 - II. Postal address (if different to above)
 - III. Telephone number(s)
 - IV. Facsimile number
 - V. Email address

- (e) In relation to the medical practitioner requesting the test:
 - (i) Name
 - (ii) Name of practice clinic / hospital
 - (iii) Street address of practice clinic / hospital
(street number and name, suburb, postcode)
 - (iv) Postal address of practice clinic / hospital (if different to above)
 - (v) Telephone number(s)
 - (vi) Facsimile number
 - (vii) Email address (if known).

PART E Medical practitioner notification

When to notify

- (1) A medical practitioner who is aware or suspects that a person they are attending has evidence of coronavirus disease 2019 (COVID-19) must notify the *Director of Public Health* or a *Public Health Officer* in accordance with the requirements of this Part E.
- (2) A medical practitioner is not required to notify under clause (1) if they are aware that the *Director of Public Health* or a *Public Health Officer* has previously been notified by a medical practitioner or a laboratory in accordance with these Guidelines.

How to notify

- (3) Upon being required to notify, the medical practitioner must do so by immediately telephoning 1800 671 738.

What to notify

- (4) The medical practitioner must notify the following information:
 - (a) In relation to the person with, or with suspected, evidence of the disease:
 - (i) Full name
 - (ii) Gender
 - (iii) Date of birth
 - (iv) Telephone number(s)
 - (v) Usual residential address
(street number and name, suburb, postcode)
 - (vi) Postal address (if different to above)
 - (vii) Whether the person is Aboriginal or Torres Strait Islander or both (if known)
 - (viii) Date of death (if applicable)

- (b) In relation to the disease:
 - (i) Suspected date of onset

- (c) In relation to the medical practitioner:
 - (i) Name
 - (ii) Name of practice clinic / hospital
 - (iii) Street address of practice clinic / hospital
(street number and name, suburb, postcode)
 - (iv) Postal address of practice clinic / hospital (if different to above)
 - (v) Telephone number(s)
 - (vi) Facsimile number
 - (vii) Email address.



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