

## Health Disclosure Form

Dear Valued Customer

To safeguard you, your family, our teams, sub-contractors and suppliers and assist in minimising the potential spread of the novel coronavirus (COVID-19) in our community, prior to you attending our office and/or us attending to your home, please complete this simple screening questionnaire. This information will allow us to determine any precautionary measures required to protect all parties, based on the advice issued by the Australian Department of Health website.

Name:	Personal contact number:
Date:	Appointment with:
Email:	
In the last 14 days has any resident of this address or someone you have regular close contact with (such as family, friends, housemates and co-workers etc) been: <b><i>please circle</i></b>	
<ul style="list-style-type: none"><li>• Displaying any of the following symptoms similar to the flu:<ul style="list-style-type: none"><li>○ Fever <span style="float: right;">Yes or No</span></li><li>○ Cough <span style="float: right;">Yes or No</span></li><li>○ Shortness of breath <span style="float: right;">Yes or No</span></li><li>○ Breathing difficulties <span style="float: right;">Yes or No</span></li></ul></li><li>• Exposed to a person who has tested positive to coronavirus? <span style="float: right;">Yes or No</span></li><li>• Have had a test for Coronavirus without a negative outcome? <span style="float: right;">Yes or No</span></li><li>• Returned from overseas? <span style="float: right;">Yes or No</span></li><li>• Placed in quarantine? <span style="float: right;">Yes or No</span></li></ul>	
If yes, to any of the above please be advised at this time we are unable to attend to your home. We are happy to reschedule your appointment at a convenient time 14 days after all the answers are No.	

From our perspective, we will be holding all our representatives to the same questionnaire, which we can provide on your request.

We will also be practicing “social distancing guidelines” as outlined on Australian Government Department of Health inclusive of no handshaking and keeping 1.5 metres from people where practicable.

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

The information will be handled in accordance with Henley’s Privacy policy which is available at <https://henley.com.au/henley-privacy-policy>.

As the situation is changing daily, please continue to check the Australian Government website for updates.

We thank you for your assistance during this time.