

Rostering Best Practice

COVID-19 Skills



Health

It has been identified that we need to implement two additional skills to the standardised skills list in HealthRoster to further support the COVID-19 response. The skill 'Emergency Department Reserve' will enable roster managers or appropriate delegates in Local Health District (LHDs) and Speciality Health Networks (SHNs) the ability to adequately capture those staff who are skilled up to be deployed to work in the emergency departments. 'COVID-19 Vaccinator' skill will assist with timely identification of authorised health practitioners and authorised health practitioner students who can administer COVID-19 vaccines. It is important that managers update HealthRoster and assign these skills to relevant staff.

SKILLS

In HealthRoster, roster managers should assign these two specific skills to the staff who are deemed competent in these skills. The two categories of skills identified for staff to assist with the COVID-19 response are listed here:

- Emergency Department Reserve (ED Reserve)
- COVID-19 Vaccinator

Skill	Staff Category	Definition	Duration of skill application
Emergency Department Reserve (ED Reserve)	Nursing and Midwifery	Demonstrated ability to provide critical nursing care in the emergency department	
COVID-19 Vaccinator	Authorised health practitioners Authorised health practitioner students	Healthcare worker authorised to administer COVID-19 vaccines to those who meet the criteria for treatment under the Protocol*	Please note the skill will be end dated in HealthRoster as per the Protocol.

*Statewide Protocol for supply or administration of Covid-19 vaccine PD2021_041

For skill definitions and instructions on how to assign a skill to a staff member please refer to the HealthRoster COVID Skills [Fact Sheet](#).

For further information please email the Rostering Best Practice Team:
MOH-Rostering@health.nsw.gov.au