**Notification Phase**

Education and care providers (providers) will be contacted directly by ACT Health’s Chief Health Officer (CHO) in an event that a confirmed case of COVID-19 has occurred at an education and care service (service).

The provider must notify Children’s Education and Care Assurance (CECA) of a confirmed case of COVID-19 as soon as practicable. A confirmed case of COVID-19 is a serious incident and requires notification as soon as possible and within 24 hours.

**Decision Phase**

The CHO will advise the provider and service of the required action including any direction for service closure.

**Action Phase**

The provider and service to follow the required action and direction of the CHO. This will include required communication with stakeholders, closure directives, cleaning requirements and reopening timeframes.

ACT education and care notification decision action and recovery response for confirmed case of COVID-19

**Fundamental aspects**

**Reopening Phase**

The CHO will notify the provider when it is safe to commence reopening the service and of any restrictions required. The provider is responsible for reopening their service.

ACT Health’s CHO will lead all notification decision action and reopening phases in response to a confirmed case of COVID-19.

CECA will be available to support providers and services as required. Further clarification about this process can be directed to CECA:

[CECA@act.gov.au](mailto:CECA@act.gov.au) | (02) 6207 1114

For more information about the ACT Government's response to COVID-19 visit: <https://www.covid19.act.gov.au/>

**5**

**1**

**2**

**3**

**4**