

## What vaccination documents do I have to submit with my application?

- ACTAS Undertaking / Declaration form (*completed and signed*)
- ACTAS Vaccination Certificate of Compliance (*completed and signed*)
- Australian Immunisation Register Statement (copy – showing **immunity status** for Hepatitis B, Measles, Mumps, Rubella and Varicella) See example statement *Fig. 1*

## Who can sign/stamp the ACTAS Vaccination Certificate of Compliance?

A General Practitioner or authorised Australian Immunisation Provider must, update your immunisation history in the Australian Immunisation Register (AIR), including your **immunity status** for the vaccinations\* listed below.

## Why is immunity status of the vaccinations\* required to be uploaded into my AIR?

In the event of a Blood and Body Fluid Exposure (BBFE) or needle stick injury, you must provide the attending hospital with evidence of your immunity status. This supports timely treatment while protecting your personal information. Your AIR statement can be accessed from your mobile device.

*Note: To ensure all required information is collected during your assessment, please refer to [Appendix 1](#).*

## What is the TB Assessment Tool for?

Optional tool for your GP/assessor to use in determining requirements for further testing. The TB screening tool **does not** need to be uploaded as part of your application.

## Do I need to include all batch numbers etc.?

No. This information only needs to be included when applicants are unable to provide evidence of previous vaccination and require a vaccination to meet requirements.

## Can I submit a completed Vaccination Certificate of Compliance from another service?

No. Applicants must complete the ACTAS specific forms.

## What vaccinations are required?

All applicants are required to produce acceptable evidence of immunity to various communicable diseases including:

- Diphtheria
- Tetanus
- Pertussis
- Hepatitis B\*
- Varicella\*
- Measles, Mumps, Rubella (MMR) \*
- Tuberculosis screening (TB)
- Influenza (highly recommended)
- COVID 19

For further information about the assessment, screening and vaccination requirements, refer to the Occupational Assessment, Screening and Vaccination Against Specified Infectious Diseases SOP; supplied within the immunisation package.

**Please note:** All costs associated with assessment, screening and vaccination requirements are the responsibility of the applicant.

## Appendix 1

### Australian Immunisation Provider Assessment/Appointment

#### Instructions:

When arranging your assessment, screening and vaccination appointment use the information and script below to ensure you are receiving the services that meet the ACTAS requirements.

During attendance at the assessment, provide the information below, to ensure the assessor understands and is aware of what is required. '**Natural immunity status**' is not automatically entered into the Australian Immunisation Register (AIR) and some providers may not be aware it is possible or how to do it.

#### SCRIPT:

"I'm calling /attending in relation to a pre-employment requirement for the ACT Ambulance Service. I need to arrange an appointment with an Australian immunisation provider for assessment, screening, and any necessary vaccinations".

"As part of this process, I am also required to have my **natural immunity status** formally recorded on the Australian Immunisation Register. Could you please confirm that this is something your service can complete during the appointment?"

*Fig 1* Example of an Australian immunisation statement that includes the required immunity status update.

*Fig 2* Instructions for the **assessor** to record a **natural immunity** into the AIR. [Manage immunisation records in AIR - Health professionals - Services Australia](#)

*Fig 1*



*Fig 2*

