

COVID-19 Update: Notification of a positive case

23 June 2022

Dear services and providers

We are currently reviewing the notification requirements for when a service notifies the regulatory authority (RA) of positive COVID-19 cases, but in the meantime and to ensure that you are not undertaking unnecessary administrative work, we would like to request that when making a notification of a positive COVID-19 case you **only** notify:

- if a child/children who attend your service tests positive
- if an educator tests positive and has been in contact with children at the service
- if the case impacts on service delivery, such as a service closure or a reduction in child numbers

You don't need to tell us about COVID-19 infections or possible cases in situations where they relate to a child's family (but not the child).

Please note that it is sufficient to notify the Department:

- once in the week when the first case is identified, and
- once the following week to confirm any additional cases identified, you only need to upload this as documentation to the original notification in National Quality Agenda IT system (NQAITS)

When entering the notification in regards to a positive case into NQAITS we **now only require** you to tell us that a child and or a number of children or educators have tested positive. We don't need you to tell us about every individual case in an outbreak nor do we require you to tell us what action you took.

It is important to continue to follow your services COVID-safe policies and practices, including reminding parents to keep children home if they are unwell. It is also most important to encourage parents to access the free Influenza vaccination now available.

For more information

Information and resources on COVID-19 and Influenza are available on our new web page, [Keeping safe this winter](#).

If you have any questions, please email us at ececd@det.nsw.edu.au or contact the Information and Enquiries team on 1800 619 113.

For the latest COVID-19 advice please visit the [COVID-19 guidelines for ECEC services](#).



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