Keeping the point-to-point community COVID SAfe with Check-In QR codes

COVID SAFE CHECK-IN

Operators in the point-to-point industry must now make sure that their vehicle has a unique COVID-SAfe Check-In QR code.

This includes taxi, ride-share and chauffeur vehicle operators.

Point-to-point community's legal responsibilities when using COVID SAfe Check-In QR codes

Vehicle operators (any person or entity responsible for the operation of a point-to-point service (taxi, rideshare or chauffeur service) who own or lease point-to-point vehicle(s) are responsible for:

- creating a QR code(s) for their vehicle(s)

- making sure each of their vehicles are equipped with their own unique QR code.

Drivers (a person accredited to drive a point-to-point service under the *Passenger Transport Act 1994*) are responsible for:

- checking in via the QR code at the beginning and end of their shift

- asking or encouraging passengers to check in via QR code.

Operators who are also drivers (such as a rideshare driver) are responsible for:

- creating and installing the QR code in their vehicle

- checking in via the QR code at the beginning and end of their shift

- asking or encouraging passengers to check in via QR code.

Passengers are responsible for:

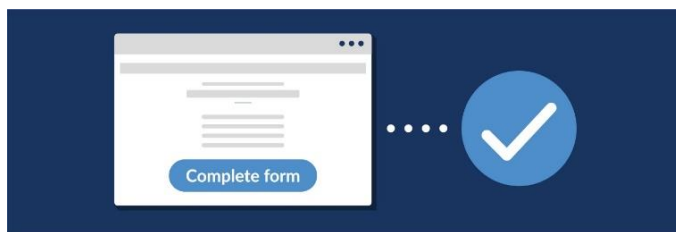- checking in via QR code in a point-to-point vehicle.

The Government of South Australia will take a best-endeavours and education-based approach to compliance.

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How do I create and use a QR code?

Vehicle operators can create their own QR code by creating a COVID-Safe plan for their vehicle online in 5 minutes at the SA COVID-19 website (https://www.covid-19.sa.gov.au/business-and-events/create-a-covid-safe-plan) by following these steps:

Step 1: Create a COVID-Safe Plan

Click the 'Create the COVID-Safe Plan form' button on the SA COVID-19 website. Complete a new form for each vehicle.

When filling out the online form, operators must pay close attention to the following things:

- At "Name of business or organisation", you must write: 'P2P', then a space, followed by the vehicle's number plate.

  For example: P2P S279AVB

- At "Select your business or activity type", you must select 'Point-to-point transport'.

- Provide the correct name, mobile number, email address and home address. It is important for COVID-19 contact tracing that this information is correct so that SA Health are able to contact people who have been exposed to the COVID-19 virus, including drivers.

- Drivers' contact details do not need to be listed in the COVID-Safe Plan. Their details will be captured each time they use the QR code to check into the vehicle at the beginning and end of their shift.

Step 2: Print QR code

When operators have completed the form, their full COVID-Safe Plan and QR code will be emailed to their email address.

Operators must then print their QR code for setting it up in their vehicle. It is recommended that you print three copies of your QR code per vehicle.

Please note:

- if a driver is unsure if a QR code has already been created for the vehicle they will be using, they can check with their operator in the first instance.

- if an operator is unsure if a QR code has already been created for the vehicle, they can check by emailing forms@sa.gov.au and referencing the number plate.

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Step 3: Set up QR code in your vehicle

It is recommended that you print three copies of your QR code per vehicle and laminate them.

Then set these copies up in the following locations and fasten them well:

- One copy in the front on the inside of the driver's door. This QR code should only be used by any drivers of the vehicle to check in

- One copy on the inside of **each** passenger door (but not on the window as this is a safety hazard and compliance issue); or one copy on the back of **each** front seat, so that passengers can easily scan the QR code in front of them.

You are allowed to cut out your QR code from its page so that it is smaller in size and easier to use/fasten. You can also print your QR code as a sticker.

Note: You are not allowed to use a different QR code system than the Government-mandated COVID SAfe Check-In system.

Step 4: Check in

When the QR code is set up in a vehicle, drivers must:

- check in at the beginning and at the end of their shift. This is especially important if vehicles are used by more than one driver.

- encourage or ask passengers to please check in after they have sat down in the vehicle, but they do not have to refuse service or take any action if passengers cannot or refuse to check in.

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Other COVID-Safe health and safety tips

Face masks and physical distancing

People who are unwell or experiencing cold/flu symptoms should make sure they wear a mask at all times when travelling on point-to-point transport. This applies even when masks are not generally required or recommended in the community. Implementing signage to encourage this is recommended.

Please maintain as much physical distance as possible, and avoid close contact between driver and passenger with these measures:

- Where possible, passengers should sit in the back.

- Avoid touching seat headrests.

- Passengers should handle their own luggage.

- Contactless payment is preferred.

Hygiene and cleaning

Vehicle operators should make hand sanitiser available within the vehicle.

Vehicles should be cleaned and disinfected after each shift, with a focus on high-touch surfaces like grab rails, handles, arm rests, seat belts and buckles. An additional wipe-over with disinfectant wipes between passengers is advised.

Where possible, drivers should set the air conditioning to external airflow instead of recirculation, or open a window.

Closed bins should be provided, where possible and appropriate.

More information

- For COVID SAfe Check-In information in your language, visit the SA COVID-19 website (https://www.covid-19.sa.gov.au/business-and-events/covid-safe-check-in)

- Get the latest details by visiting the DIT website (https://dit.sa.gov.au/point_to_point)

- If you have any questions, email DIT.P2PEnquiries@sa.gov.au

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