

**From:** HSN Mailout  
**Sent:** Wednesday, 7 July 2021 3:06 p.m.  
**Subject:** COVID-19 Vaccine: Support for frontline home and community support workers to be vaccinated (Payment of time and travel)

Hi Team

We have just had confirmation from the Ministry of Health (MoH), that one-off funding is to be made available to reimburse Front-line Support Workers who have received their two COVID-19 vaccines. You may have heard about this too. There is some further information about this (and regarding The Vaccine itself) from The Ministry in the attached FAQs.

To be paid this funding, you will need to confirm to us that you have received your two COVID-19 vaccines; and do so as soon as you can by completing the attached 'Vaccine Confirmation Form' and return it to us (either an electronic or paper version), so we can claim the funding and pay you. The Form is also available from our Offices if you are unable to print it at home. Electronically submitted Forms should be sent to:

[hsnwageskk@homesupport.co.nz](mailto:hsnwageskk@homesupport.co.nz)

The funding, per vaccine, is 1.5 hours at your normal hourly wage and 10km return travel at in-between travel rates (58.5c per km). This means that after you have had both your vaccines, in due course we can pay you 3 hours at your normal wage (less PAYE, Kiwisaver and any other deductions) plus 20km return at 58.5c per km.

Please note, there are strict Timeframes we must adhere to. There are two rounds for us to claim in: first, by the end of July and secondly, by the end of October 2021. We can't claim for individual Support Workers, we can only claim for you as a group. The final cut off date for us to claim this funding is the end of October 2021. As things stand now, we can't claim after the end of October.

Please also note, that if you work for more than one Home & Community Support Service Provider you can only claim once. Please let us know if you have had both vaccinations but are claiming through another employer.

So, when you have had both your vaccinations, if you get your completed Form back to us by 9 a.m. on Monday 26<sup>th</sup> July 2021, we can claim in the first round. Completed Forms we receive after this date and before the end of October can only be claimed by us in the second round, i.e. by the end of October. This means that you will need to get your completed Form back to us by 9 a.m. on Tuesday 26<sup>th</sup> October 2021 please.

As per the MoH requirements, we will be retaining the vaccination information from the Vaccination Confirmation Form, on your employment record. **If you have had both Covid vaccinations**, we may disclose this information from time to time, to vulnerable Clients who request this information. If you **do not consent** to us to sharing this information with Clients, please let us know this when you return your form.

I would also like to take this opportunity to thank you again for your hard work and commitment to the Clients we support. The vaccine rollout is intended to protect us all from COVID-19. Your having the vaccine will help to keep you, your family, your friends, your colleagues and our Clients safe.

You are valued. You are appreciated. Thank you.

Kind regards,



Leanne McLiver  
Chief Executive

Home Support North Charitable Trust



[www.homesupport.co.nz](http://www.homesupport.co.nz)