



HealthDocs Onboarding for Golf Club Employees

1. Introduction:

HealthDocs is a medical technology company that provides digital health solutions for patients, medical practitioners, corporations and research institutions.

HealthDocs has developed a fully integrated Covid-19 Corporate Compliance system that enables compliance and manages the risk to employees and organisations so that they can resume operations during the current pandemic. The digital solution consists of 2 integrated systems comprised of the following:

- 1.1. An Employee App that manages and reports on employee risk, employee symptom screening and monitoring including a range of other features;
- 1.2. An Organisational (Golf Club) Covid-19 Management and Reporting Platform that assimilates and reports on information received from daily organisational screening and monitoring as well as information received directly from Employee apps.

In an effort to educate and drive awareness, the platform also allows for the distribution of verified information in the form of documents and videos which are accessible by employees through their app.

2. How to download the HealthDocs App from the Apple App Store and Google Play Store

The HealthDocs app can be downloaded from the Apple App Store and Google Play Store. Please search for "HealthDocs" in the relevant app store and look for the following app as per the image hereunder.

2.1. Google Play Store for Android devices:



See video for further support: <https://www.youtube.com/watch?v=KqhUFUHIF8U>

2.2. Apple App Store for Apple devices:

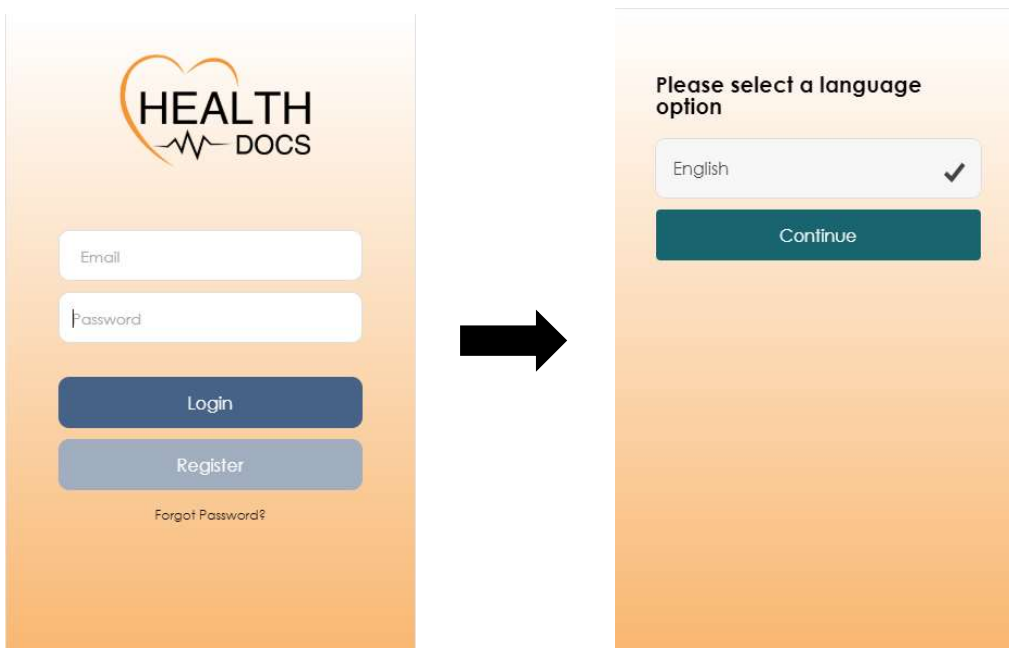


See video for further support: <https://www.youtube.com/watch?v=tQXwml9hRLU>

3. How to register a profile on the HealthDocs App (EMPLOYEES)

Once you have downloaded the app, please open the app and click on the "Register" button and continue with the registration process as follows:

- a. Select language and click "Continue"
- b. Complete the registration form fields as required. Please ensure that you enter your Employer Reference Number in the "Employer/School/Club Reference Number field". Click "Next"
- c. Read and sign the HealthDocs Terms and Conditions and Privacy Policy. Sign in the signature box provided and enter the place of signature in the box provided. Click on the "Register" button.
- d. The application will open and the home screen will be visible.



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REGISTRATION

ID Number Passport number

ID Number
7311126355084

First Name
Gerald

Surname
Jones

Date Of Birth
1973-11-12

Gender Male

Email
gerald@jones.co.za

Mobile Phone
0825542135

Employer/School/Club reference number ?
323362

Password
.....



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Registration TERMS

HealthDocs Terms & Conditions and Privacy Policy

Definitions

1.1 In these general terms and conditions ("Terms"):

1.1.1 "We", "our", "us" and "HealthDocs" means Healthstream (Proprietary) Limited, registration number, [2017/267166/07], registered in South Africa and conducting business from 61 Mountainview Drive, Northcliff, Johannesburg. Furthermore, any reference to us will be deemed to also include our employees, officers, directors, representatives, agents, shareholders, affiliates, subsidiaries, holding companies, advisers, service providers, suppliers and content providers;


1.1.2 "you" and "your" means any person who makes use of the HealthDocs Mobile Application and/or Website and registers to use the Services;


1.1.3 "healthcare professional" means a medical practitioner or professional that makes use of the Services;

1.1.4 "use" means to use, access, refer to, view or make use of the Services;

1.1.5 "Website" means the website which is

Name
Gerald Jones
(Patient name in full)








HEALTH DOCS


HI GERALD


Corona (Covid-19)
No data has been captured today.


Find A Doctor 

HealthDocs ID 

My Profile 

My Health 

My Documents 

My Calendar 

See video for further support: <https://www.youtube.com/watch?v=nSueARrm0Ac>

4. HealthDocs App Registration for Visitors

Visitors are encouraged to download the free HealthDocs app as it will allow for easier access to facilities utilising the unique HealthDocs ID QR code embedded in the app. Should visitors not opt to download the app then they will be screened as visitors using the normal process.

5. Once the employees have registered on the HealthDocs app, they can access the "Help" menu and click on "Tutorials" to view videos on how to use all functions within the app. This includes videos on how to do your daily symptom screening and monitoring and how to create a Covid-19 14-day tracker.

6. Employee Screening

All employees will need to be screened.

There are three ways to screen employees:

- 6.1. The employee will open the HealthDocs app, click on the "Covid-19 button" on the home screen and insert their temperature as provided by the screening station and indicate any symptoms on the daily symptom monitor and click "Save". This will automatically be synced with the HealthDocs Compliance system and a Green or Red indicator will be displayed on the HealthDocs app home screen. The Green indicator identifies that the employee is symptom free, whereas the Red indicator identifies that the employee is symptomatic.
- 6.2. The employee presents their HealthDocs ID QR code for scanning at the screening station and the person operating the screening station inserts the temperature and symptom information in the HealthDocs Compliance system and clicks "Save"
- 6.3. The employee comes to the screening station and provides the person operating the screening station with their name and surname. The operator searches for their records and inserts the temperature and symptom information in the HealthDocs Compliance system and clicks "Save".

7. Screening process for registered golfers

- 7.1. Golfers must self-screen themselves utilising the HealthDocs app prior to going to the golf course.
- 7.2. The golfer will present the home screen of the HealthDocs app at the screening station. There is either a Green indicator or a Red indicator that highlights whether the golfer is symptom free or symptomatic. The Green indicator also highlights the number of consecutive days screened negative.



If there is Red indicator the golfer should not present themselves at the Club and cancel their tee-time with the Club since they will not be allowed to enter the facilities of the club.

8. Screening station process

8.1. Golfer Screening:

- 8.1.1. The golfer will present the Green indicator on the HealthDocs app home screen and get ticked off on tee sheet.
- 8.1.2. The golfer will open the HealthDocs app, click on the "Covid-19 button" on the home screen and insert their temperature and indicate any symptoms on the daily symptom monitor and click "Save". This information is automatically available in the Compliance Report, which details all members who have recorded daily readings.
- 8.1.3. Clubs need to institute a random temperature verification process to validate the Green indicator presented by members.

9. Visitor Screening

All visitors/ non-registered golfers will need to be screened and registered in the HealthDocs Compliance system.

Visitors should be requested to download the HealthDocs app to self-monitor prior to coming to the club. Upon arrival visitors can present their QR code for scanning at the screening station, should the screening station operator utilise the HealthDocs Easy Access App. This will speed up the screening process.

Alternatively, the club can screen the visitor as a visitor by using the HealthDocs Compliance browser system Visitor functionality at the screening station. In this case they will capture the visitor's details and capture screening details.

10. Symptomatic Employees/Visitors

If any employee/visitor is symptomatic and is presented with a Red indicator on their HealthDocs app home screen then the following process will apply:

- 10.1. If the employee/visitor develops any symptoms listed on your HealthDocs Covid-19 app, whilst doing remote monitoring, then they should stay home and fill in your symptoms at home. The Covid-19 indicator on your app home screen will turn Red and this will automatically trigger a 14-day patient symptom tracker. **Please don't panic**, this is a warning that you have a Covid-19 related symptom/s only, and not a diagnosis that you have Covid-19. Fill in the necessary questionnaires in the app and start your daily tracker. Please get advice from your General Practitioner, Emergency Rooms, Community Clinic or NICD. If it is recommended that you undergo a Covid-19 nasal/ throat swab, then you need to inform your Golf Club Pro Shop of the result. These bodies are legally obliged to follow up on your Covid-19 journey. You will also need to list all your close contacts on your HealthDocs app, which can be completed in the 14-day tracker functionality. Your golf facility will only receive the contacts related to their institution.
- 10.2. You need to track your symptoms twice daily. If you don't have Covid-19 diagnosed, then you can return to playing golf as per your doctor's recommendation. BUT continue to track your symptoms within the positive symptom tracker. If you go back to work you will remain in the tracker, until 14 days are complete. Your work and golf facility must be made aware of your return to work and your Negative Daily Screening BUT you need to stay on this tracker for 14 days. Importantly your HealthDocs (Covid-19) indicator will remain red for 14 days. Your access to your work facility or golf course will be reflected and granted by a continuous negative screen.



11. Covid-19 Positive Test

If an employee is tested as Covid-19 positive then the following process will apply:

- 11.1. If you are tested Covid-19 positive you will go through a journey that includes the following possibilities including self-isolation at home, isolation in a health facility, admission to hospital or admission to ICU. If you are self-isolating at home you need to measure your respiratory rate (breaths per minute) and pulse rate and insert these readings into your 14-day tracker. This journey will be tracked as a service for you by your employer.
- 11.2. Your Return to work after a diagnosis of Covid-19 infection are determined by the following:
 - 11.2.1. Mild disease treated by self-isolation at home – return to work, school or sport 14 days after 1st symptom started.
 - 11.2.2. Moderate to Severe disease admitted to hospital, can return to work, school or sport 14 days from the end of their symptoms.