



DCS\_00160 Dec 2020

## Be COVID safe. Check in everyone, every time.

Contact tracing helps stop the spread of COVID-19 in our community. This business is required to use the NSW Government QR Code to record contact details for all customers.

### It's easy to check in with the Service NSW COVID Safe Check-in tool.

**Scan** the NSW Government QR code at the venue with your smartphone's camera or QR code reader app and encourage the people you are with to do the same.

#### Then:

- **If you have** the Service NSW app:



You'll automatically be taken to the COVID Safe Check-In tool where you can quickly check in yourself and any dependants (such as children or elderly family members) who are with you.

- **If you don't** yet have the Service NSW app:

You will be taken to the Service NSW web page with links to download the Service NSW app for either iOS or Android phones from the relevant app stores. Open the Service NSW app, and Sign Up for a MyServiceNSW account - it will mean you can check in as quickly as possible each time. You can also check in using the COVID Safe Check-in tool without a MyServiceNSW account.

*Alternatively, you can check in using the webform.*

Tap the red 'Webform' button on the Service NSW webpage, and enter your contact details and those of any dependants (if needed).

**Once successfully checked in - show your green check-in tick to the staff member.**

### Don't have a smartphone?

Ask the business to check you in by adding your contact details to their Service NSW Check-in form on their tablet or laptop.

**> HELP NSW STAY COVID SAFE**



#### We respect your privacy

When you scan the NSW Government QR Code, the only personal information sent to Service NSW is your Customer ID (if you have a MyServiceNSW account), your name, phone number, the location of the business and time of visit. The business will not see or collect this information and it will only be used for contact tracing. This information is stored for 28 days.