



# 2024 FLU VACCINATION & SKIN CHECK

## PROPOSAL

# INTEGRITY HEALTH & SAFETY EXECUTIVE SUMMARY

Integrity Health & Safety is a Supply Nation certified Indigenous-owned supplier of WHS products and services, including flu vaccinations and skin checks, founded by Liam Harte and Brad Goodwin, two Indigenous intensive care paramedics who served in the Australian Defence Force both here and abroad. They also sit on the boards of Local Health Districts in NSW, so are highly committed to health care.

As you are aware, Government and private sector organisations are fostering the growth of Indigenous businesses as part of Closing the Gap. For example, the Federal Government and various State Governments target to spend 3% of all contracts on certified Indigenous businesses. Similarly, many leading corporates have Reconciliation Action Plans, are members of Supply Nation, and similar.

Integrity Health & Safety also has a **Social Impact Commitment** to fund Aboriginal nurses for first aid, CPR, flu vaccination and leadership courses to assist the growth of healthcare capability in their communities.

[See their stories here.](#)



“ *This Immunisation Course Scholarship from Integrity Health & Safety will enable me to achieve my nursing goals and ensure my daughter grows up in a world of understanding people who don't judge others for their skin colour.* ”

Erin Finlayson, 5<sup>th</sup> year registered nurse, Upper Hunter Valley, and recipient of Integrity Health & Safety bursary

## AUSTRALIAN VACCINE SERVICES

Integrity Health & Safety has partnered with Australian Vaccine Services Pty Ltd (AVS) to deliver flu vaccinations and skin checks nationwide for the past five years. For the purposes of this proposal, Integrity Health & Safety would be the Prime Contractor, enabling its customers to meet their Indigenous procurement targets, with AVS being its Subcontractor. All references to AVS herein refer equally as applicable to Integrity Health & Safety as the contracting party with the client.

Integrity Health & Safety provides all account management processes, and is client's primary point of contact, with AVS providing all clinical and related services and client's point of contact for clinical matters.

Integrity Health & Safety and AVS now also provide Skin Cancer Checks on your premises or at clinics nationwide.

# AUSTRALIAN VACCINE SERVICES EXECUTIVE SUMMARY

AVS was founded in 2012 and has grown to become the 2nd largest provider of onsite corporate flu vaccinations and the largest provider of pharmacy vouchers in Australia. AVS also offers Skin Cancer Checks.

The highly experienced AVS project management team and fully qualified Immunisation nurses provided over 250,000 onsite vaccinations and pharmacy vouchers between March and late-June 2022.

AVS is in the process of finalising ISO

certification for standards ISO: 9001 and ISO: 31000.

AVS also provides **COVID-19 booster vaccines** (as a part of the National Vaccine Administration Partners Program (VAPP) by the Department of Health) and **Skin Cancer Checks**.

If you would like to discuss workplace COVID-19 vaccination clinics, please contact our team to discuss further.

## BENEFITS



Australian based phone, email and online system for your staff to easily access support from AVS



Online booking system and custom pharmacy portal for employees and admins to access. All data securely stored in Australia



Vaccine certificates sent to all staff booked online and vaccinations updated with Medicare



Access to a national network of pharmacies for your staff to receive their flu vaccinations if they miss a clinic



Optional Reimbursement Portal for staff to be reimbursed if they receive a vaccine from their GP/Medical Centre



No charge for no shows at onsite clinics. Walk-in's facility available for staff that have not booked online in advance.



# FLU VACCINATION CUSTOMERS INCLUDE...



Australian Government  
National Indigenous  
Australians Agency



Australian Government  
Department of Veterans' Affairs



**JOHN  
HOLLAND**



Australian Government  
Attorney-General's Department



Australian Government  
Department of Social Services



**SG Fleet Group**  
Integrated Mobility



Australian Government  
Department of the Prime Minister and Cabinet



Land and  
Environment Court  
of New South Wales

**AustralianSuper**



Australian Government  
Department of Foreign Affairs and Trade



Planning,  
Industry &  
Environment



HERBERT  
SMITH  
FREEHILLS

MinterEllison



Australian Government  
Department of Agriculture,  
Water and the Environment



**AFP**  
AUSTRALIAN FEDERAL POLICE



**ABC**



PARLIAMENT OF AUSTRALIA  
DEPARTMENT OF PARLIAMENTARY SERVICES



ST VINCENT'S  
HOSPITAL  
SYDNEY



**Mercer**

**HALLIBURTON**



**TAL**

**AVI**

**Catholic  
Schools  
NSW**

**FUJIFILM**  
Value from Innovation



*Johnson + Johnson*

# Our Value Proposition

We believe that customers should ask not only what the product costs, but rather what is it WORTH to them.

Integrity Health & Safety offers more than just products. We believe in creating meaningful partnerships and delivering value beyond the bottom line. Our unique value proposition goes beyond the low prices, focusing on 6 key aspects.



## Indigenous Procurement

As a Supply Nation certified Indigenous-owned supplier of WHS products & services, we partner with you to fulfill your supplier diversity goals which foster economic empowerment within Indigenous communities.



## Managed by Healthcare Professionals

Led and managed by experienced healthcare professionals with deep industry knowledge and experience, we have a better understanding of your organization's specific needs, ensuring that our products and services align seamlessly with your goals.



## Commitment to First Nations' Healthcare

We proudly support the advancement of healthcare professionals by allocating a portion of our profits to fund Aboriginal and Torres Strait Islander nurses in furthering their education. By engaging with us, your organisation contributes to building healthcare capability in their communities and farther afield.



## Exceptional Value and Quality

We firmly believe in providing exceptional value, uncompromising quality and exceptional service. By engaging with Integrity Health & Safety, you can rely on the superior performance of our offerings.



## Long-Term Partnerships

We are committed to building enduring partnerships based on trust, collaboration, and shared values by using our customer-centric approach to ensure that your unique requirements will always be our top priority.



## 24/7 Service & Support

The breadth and depth of our customer logos attest to the value they place on our responsiveness for service and support at anytime, anywhere.

We may not always be the least expensive supplier – however, we will always provide you with the best ROI.



# HOW THE ONSITE PROGRAM WORKS

IMPLEMENTING YOUR EMPLOYEE FLU VACCINATION PROGRAM IS MANAGED IN 4 EASY STEPS.

1

## QUOTE REQUEST

- Confirm acceptance of this proposal by completing the **Proposal Acceptance Form**

[CLICK HERE](#)

2

## SCHEDULING

- AVS will schedule your onsite clinics and email you dates and times for approval.
- Once confirmed, you will receive a link to our online booking system and marketing materials to advertise the program to your staff.

3

## ONSITE CLINIC

- On the days of your onsite clinics the immunization nurse will arrive early to set up.
- The nurse will stay for 15 minutes after the last vaccination.
- Our nurses vaccinate on average 8 people in 15 minutes.

4

## COMPLETION

- When your clinics are completed, we will send you an invoice and any additional reports you may require.
- We can issue one or multiple invoices, such as, by site.
- The Australian Immunization Register is updated

# ONLINE BOOKING SYSTEM

To manage its flu vaccination services, AVS uses its proprietary online booking system which is Australian-based, custom-built, scalable and is tried and tested through years of practical use during the implementation of hundreds of thousands of flu vaccination and COVID-19 clinics.

The system has multi-layered functionality that enables AVS to manage all aspects of delivery of our vaccination services.

The system can be co-branded with your logo, and the landing page shows every clinic you offer to your staff with its location, time, and date, as well as vaccination open slots remaining.

The online booking system enables AVS to deliver clients their flu vaccination programs, be it via Onsite Clinics, Pharmacy Flu Vouchers, and the AVS

Reimbursement option for GP/Medical centre vaccinations.

We encourage you to test our system so that you see how user-friendly it is for your staff and admin.

See links for examples of our onsite booking system:

## Vaccination Landing Page:

- this page can advertise the onsite, voucher and reimbursement options.

## Direct to Online Booking Form:

- this page shows how staff book their onsite appointments.

## BENEFITS



Digital Consent  
Forms



Client Admin  
Access



Customised  
Booking System



SMS & Email  
Reminders



Optional: Customisable  
Survey Functionality



Health Records  
Updated to Medicare



Self Management  
Appointment and  
Pharmacy Vouchers

# FLU VACCINATION PROGRAM 2024

# PROPOSAL

Australian Vaccine Services Pty Ltd (AVS) and Integrity Health & Safety deliver flu vaccinations in a blended model via **three options** that best suit each client:

- **Onsite Flu Vaccinations** – nurses attend the client's premises to provide flu vaccination clinics.
- **Offsite Flu Vaccination at Pharmacies** – employees who cannot attend the onsite clinics can opt to be vaccinated from over 1,500 participating pharmacies of their choice via voucher system.
- **Offsite Flu Vaccination at a GP/Medical Centre** – employees who cannot attend the onsite clinic nor opt to receive vaccinations from participating pharmacies can receive vaccinations from their preferred GP/Medical Centre and receive a reimbursement of the cost up to a value the client sets via our Reimbursement Portal.

## NO CHARGES FOR:

- No Shows - pay for completed onsite vaccinations only, not for estimated or booked numbers
- Nurse Travel Time & Expenses (for Metro locations)
- Online booking system with Calendar, SMS and email reminders
- Individual Vaccination Certificates
- Uploading patient information to Medicare (the Australian Immunization Register – AIR)
- Nurse call-out fees

## PHARMACY VOUCHERS

All vouchers issued by AVS are non-refundable once the unique code has been issued. An issued voucher is a voucher that has been ordered by an employee via the unique portal issued by AVS to the client.

See below for our terms and conditions.

[CLICK HERE](#)

to access our online "ACCEPT PROPOSAL" form and the Integrity Health & Safety/AVS team will be in touch to confirm dates and times.





# PRICING FOR 2024\*

The prices quoted are based on individual site visits and include nurse time, vaccine costs, online booking form, and project management.

## ONSITE FLU VACCINATIONS

### 20 OR FEWER

Vaccinations  
Per Site Visit

\$429 +GST Flat Rate Fee  
for site visits of 20 or less  
vaccines administered

+

### 21 OR MORE

Vaccinations  
Per Site Visit

\$26.40 +GST per vaccine  
administered for every  
additional vaccination

## PHARMACY FLU VOUCHERS

**AUSTRALIA**  
Based Pharmacies

\$25.50 +GST per  
voucher Ordered

**NEW ZEALAND**  
Based Pharmacies

**Chemist Warehouse NZ:**  
AUD\$26.50  
**Greencross:** AUD\$37

## REIMBURSEMENT CLAIMS

**REIMBURSEMENT  
PORTAL**

Cost per claim approved by client  
+  
\$7.50 +GST Admin Cost per  
approved claim

All prices quoted are based on individual site visits by our nurses - and vouchers ordered from our system - and are GST exclusive.

**\*NOTE:** Each year, the new flu season vaccine strains are selected by the Federal Government (based on what occurred in the Northern Hemisphere). Accordingly, the above prices (including for pharmacies which 'supply' us via the voucher system) may change before the 2024 flu vaccination season commences. We will notify you of any changes and obtain your written confirmation that they have been accepted by you prior to the program commencing.

# TERMS AND CONDITIONS

# ONSITE FLU VACCINATIONS

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Integrity Health & Safety / AVS believe in total transparency when it comes to our pricing and what our clients will be charged. In most cases, our clients are charged for the total number of completed vaccinations at the rate we have stated earlier in this proposal. However, additional fees may be charged, such as parking charges for the nurse.

If we know in advance of the vaccinations taking place, or as part of our proposal, that there may be additional fees, we will inform you and can provide a full written quote to make any additional charges as clear as possible.

Through our account management, we will work closely with you to avoid as many additional charges as possible, with the intention of not having any additional charges. It is the client's responsibility to promote the flu program to ensure that the number of vaccinations requested vs. completed is achieved.

**Booking Procedure:** A confirmation form is to be completed online by a dedicated link issued to the client for AVS to review. AVS will confirm with the client the date and time of the onsite vaccinations as well as provide supporting material required (consent forms, info packs, posters, etc.).

**Services:** Upon confirmation of mutually beneficial dates for vaccinations to be administered, the AVS project manager will provide a link to an online booking system (if required). Services will then be provided as specified in a delivery schedule agreed between AVS and the client.

The client reserves the right to request amendments to the delivery schedule at its discretion, subject to the Services Cancellation and Postponement Policy, described below.

## Services Cancellation and Postponement

**Policy:** Cancellation or postponement of the services will require a minimum of 10 working days notice in writing, otherwise a cancellation or postponement charge of \$200 per clinic will apply. Any cancellation or postponement within 5 working days of the confirmed clinic will attract a charge of \$300 per clinic.

An administration fee of \$200 + GST per site visit is payable by the client for all changes made within 5 working days of the delivery date.

**Invoicing:** Integrity Health & Safety will generate an invoice for 50% of the estimated onsite vaccinations and vouchers upon booking confirmation. Onsite booking for sites of less than 20 vaccinations will have the full flat fee invoiced.

A final invoice will be issued on the completion of the services based on (a) the final number of vaccinations completed, plus (b) any additional costs (such as parking associated with the delivery, nurse travel time). Vouchers that have been ordered via the AVS system will be invoiced at the start of each month for the previous month.

# TERMS AND CONDITIONS

# ONSITE FLU VACCINATIONS

**Payment Terms:** Upon confirmation of this booking, the client must pay Integrity Health & Safety either by cheque, or electronic transfer, 50% of the total amount of the estimated number of vaccinations required by way of deposit (Deposit). Each invoice generated by Integrity Health & Safety is payable within 14 days of the issue date. Payments made later than 45 days from the date of the invoice will incur a 12% pa late fee per month.

**Nurse Time Onsite:** Nurses will attend client's premises for the time required to deliver the agreed estimated vaccinations. Based on experience, nurses traditionally complete 8 vaccinations per 15 minutes (32 in an hour). Additional charges for nurse time-on-site are applicable and charged at \$165 per hour (pro-rata) when a minimum of 20 vaccinations per hour are not completed by the nurse.

## THE FOLLOWING SCENARIOS ARE EXAMPLES OF WHERE CHARGES WOULD BE APPLICABLE:

- A client requests that a nurse attends their site for 3 hours to administer 30 vaccines. As the average of 20 vaccinations per hour is not met, a charge of \$165 x 3 will be applicable (the normal amount of time we would allocate for 30 vaccinations would be 1 hour).
- On the day that the vaccinations take place, the uptake is lower than expected/booked in, and less than an average of 20 vaccinations per hour completed (minimum 1 hour booking), therefore, an additional charge of \$165 per hour is charged for each hour the nurse is onsite.
- Where possible, AVS will assist with adjusting the session to avoid any charges for low uptake. Requests to reduce clinic lengths can be made up to 5 working dates from the date of the scheduled clinic. After this point, the amount of time booked in is locked in and any potential charges are based on the time allocated.
- AVS allocates the nurse time onsite based on the estimated number of vaccinations as provided by the client. AVS schedules based on 8 vaccinations per 15 minutes.

**Standard Hours of Operation for Nurses:** Vaccinations required outside of the standard hours of 8.00 am - 6.00 pm will incur a surcharge of \$115 per hour and will apply for each hour the service is booked before/after the standard working hours (a minimum of 1 full hour will be charged). Each hour outside of the standard business hours is charged for. For example, if a nurse is required onsite between 6.00 am - 7.00 am, 2 out-of-hours surcharge will apply.

**Parking and Nurse Travel Time:** AVS will invoice the cost of parking if the client cannot provide free onsite parking for the nurse. Nurse travel time will be charged at \$1.50 per kilometre for trips further than 50km (round trip) from the center of the CBD as calculated by Google maps. For example, if your office is 80km (round trip) from the CBD: 80km - 50km = 30km x \$1.50 = \$45 which will be charged as nurse travel time. Where possible, we use local nurses. If we have a nurse in the area the clinics take place, we waive the travel time cost. CBDs include:

- ACT: Canberra
- NSW: Sydney, Gosford, Newcastle, Penrith, Wollongong
- QLD: Gold Coast, Brisbane, Sunshine Coast, Cairns
- SA: Adelaide
- TAS: Hobart, Launceston
- VIC: Melbourne, Geelong, Mornington, Dandenong
- WA: Perth

# TERMS AND CONDITIONS

# PHARMACY FLU VACCINATIONS

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## THE FOLLOWING TERMS AND CONDITIONS RELATE TO THE PHARMACY FLU VOUCHER PROGRAM:

- No setup fees are charged for a pharmacy voucher portal.
- Vouchers are charged at the pharmacy chain rate quoted in the proposal for each voucher ordered via the AVS voucher portal.
- Integrity Health & Safety does not charge for estimated vaccinations, only for vouchers ordered by our clients' employees via the AVS system.
- All vouchers issued with AVS are non-refundable once the unique code has been issued. An issued voucher is a voucher that an employee has ordered via the unique portal issued by AVS to the client.
- Integrity Health & Safety will issue an invoice for all vouchers ordered the previous month at the start of each subsequent month. For example, the April invoice will be for all invoices ordered in March.
- Vouchers not redeemed cannot be refunded.

# TERMS AND CONDITIONS

# REIMBURSEMENT PROGRAM

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## THE FOLLOWING TERMS AND CONDITIONS RELATE TO THE REIMBURSEMENT PROGRAM:

- No setup fees are charged to set up a Reimbursement Portal.
- Reimbursements must be approved by the client after verifying:
  - Employee credentials
  - Vaccination receipt
  - Proof of vaccine
- AVS will reimburse claims approved by the client and paid to the BSB and Account number provided by the employee making the claim.
- If an employee provides incorrect banking information that leads to a payment 'going missing', the full cost of the reimbursement and administration fee is charged to the client.
- If an employee provides incorrect banking information that leads to a payment being returned to AVS by the bank, the client will be charged the administration fee for processing the payment. The person making the claim must make a second claim with the correct banking information.
- Integrity Health & Safety will invoice for all approved claims for the total amount reimbursed to client's employees plus the admin fee per approved claim.

**END TERMS AND CONDITIONS**



# CONFIRM ACCEPTANCE OF OUR PROPOSAL

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**THANK YOU** for reading our proposal and considering Integrity Health & Safety to be your vaccination provider, in partnership with AVS.

[CLICK HERE](#)

to access our online "ACCEPT PROPOSAL" form and the Integrity Health & Safety/AVS team will be in touch to confirm dates and times.

If you would like to discuss this proposal, including holding onsite COVID-19 vaccination booster clinics at your workplace, please **contact us**:

[info@integrityhs.com.au](mailto:info@integrityhs.com.au) \* 1300 720 724

[www.integrityhs.com.au](http://www.integrityhs.com.au)

[www.ausvacs.com.au](http://www.ausvacs.com.au)

# SKIN CHECKS

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Integrity Health & Safety, in partnership with Australian Vaccine services (AVS), now provides customers with skin checks to detect skin cancer.

Skin Cancer is Australia's most common form of cancer with two out of three Australians developing skin cancer before the age of seventy. On average, this means that over 65% of your Australian colleagues, family and friends will develop some form of skin cancer in their lifetime.

**Early detection** is vital to saving lives and that is why selecting **the right skin cancer screening partner is essential**. When selecting a service provider for your workplace, it is important to consider industry experience, practitioner qualifications, service inclusions and value for money.

Skin checks are offered **onsite at your workplace**, AND **offsite via vouchers redeemable at more than 100 clinics** across Australia.

# SKIN CHECKS - ON SITE AT YOUR WORKPLACE

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Our team specialises in delivering leading onsite skin cancer screening programs to organisations across Australia at locations up to 50km from your CBD. Through state-of-the-art **mobile screening technology** and **comprehensive screening processes**, we deliver 'best practice' services in the convenience of a workplace environment.

## The Skin Cancer Screening Process

During the **15-minute skin** cancer screening assessment, our practitioner will:

- Review the individual's skin cancer history
- Perform a comprehensive skin cancer assessment
- Document and image any suspicious spots or moles
- Inform how to self-check for, and prevent, skin cancer
- Provide a recommendation to the individual's GP or Skin Clinic where they can undergo further screening/treatment.
- Our team will follow-up with any individual that is recommended to seek further treatment.

Skin checks at your workplace are performed using **advanced SIAscopy medical technology**. This innovative device enables our Practitioners to view up to 2mm beneath the skin which significantly increases the ability to identify skin cancers in their early and most treatable stages.

# ONSITE PRICING

The prices quoted are based on individual site visits and include nurse time, online booking form, and project management.

## Onsite Skin Cancer Screening Program – Half-Day Program.

A flat fee of \$1,288 for up to 14 Participants (takes a half day)

## Onsite Skin Cancer Screening Program – Full Day Program.

A flat fee of \$2,214 for up to 27 Participants (takes a full day)

## Summary Report (complimentary)

The summary report is a one-page document outlining the number of participants & referrals provided during the program. This does not include any detailed statistical or demographic data.

## Comprehensive Report (\$275+GST)

The comprehensive post-screening report provides a detailed analysis of the combined statistical data from all participants. The de-identified data covers various aspects including participant demographics, personal & family health history, PPE usage (skin checks), type & locations of referrals as well as other notable observations. Report information and feedback provided can be used to make appropriate changes in the workplace to further educate or focus on specific areas to ensure steps are taken to improve staff health & wellness.

**All prices quoted are based on individual site visits by our nurses - and vouchers ordered from our system - and are GST exclusive.**



# OFFSITE SKIN CHECK CLINIC VOUCHERS

Your employees have the option to receive their skin checks at a location that best suits them which assists with greater uptake for our clients' employees.

At our clinics, the individuals will undergo the same level of treatment as they would with the onsite skin check in your workplace, with the added benefits of:

- All moles with at-risk features are dermoscopically imaged for expert Dermatologist diagnosis.
- Personalised report indicating lesions that need treatment or further monitoring.
- Follow-up appointments in a clinic are available for individuals that require further treatment (not included with the initial voucher).
- A wide range of locations for your employees to choose from, with an expanding network across Australia.

In addition to the 15-minute skin cancer screening assessment check, employees attending the clinics can also receive two other skin check options:

- **Skin Check+**
- **Full Body Mole Map**

Offsite clinic skin check options *	Skin Check 15 mins
• Head-to-toe skin and mole check for signs of skin cancer	Y
• Skin cancer education	Y
• All moles with at-risk features are dermoscopically imaged for expert Dermatologist diagnosis	Y
• Personalised report indicating lesions that need treatment or further monitoring	Y
• Photographic report of the skin for later Comparison	N
• Early Detect mole monitoring: precision identification and monitoring of all at-risk moles	N
• Free spot-checks in any of our clinics for 12 months after initial appointment (limited to MoleMap locations)	N
• Cheaper follow-up appointments (limited to MoleMap)	N
• Full body mole mapping against body parts for later comparison	N
• Cost per used voucher (excluding GST)	\$120

Note: if a voucher is not used, we charge the client an Admin Fee of \$15 per voucher ordered.

# TERMS AND CONDITIONS FOR ONSITE AND VOUCHER SKIN CHECKS

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References to Australian Vaccine Services (AVS) include references as applicable to Integrity Health & Safety, the client's prime contracting party. Integrity Health & Safety subcontracts AVS to deliver the clinical services.

AVS believes in total transparency when it comes to pricing. In most cases, clients are charged for the total number of completed skin checks as per the rates provided.

However, additional fees may be charged (such as parking for the practitioner) with client's pre-agreed written consent.

The client is responsible for promoting the skin check program to ensure that the number of skin checks requested vs. completed is achieved.

**Booking Procedure:** A confirmation form is to be completed online via a dedicated link issued to the client for AVS to review. AVS will confirm with the client the date and time of the onsite skin checks and provide supporting material required (consent forms, info packs, posters, etc).

**Services:** Upon confirmation of mutually beneficial dates for skin check clinics to be carried out, the AVS project manager will provide a link to an online booking system (if required).

Services will then be provided as specified in a delivery schedule agreed between AVS and the client. The client may request amendments to the delivery schedule subject to the Services Cancellation and Postponement Policy described in the Terms and Conditions, below:

# TERMS AND CONDITIONS FOR ONSITE AND VOUCHER SKIN CHECKS CONT.

**Services Cancellation Policy:** For all locations, any cancellation within 5 working days of the confirmed clinic will attract a charge of \$350 per clinic.

In addition, any travel costs incurred by our team for regional/rural clinics (eg. flights, accommodation, travel time, fuel charges) that cannot be credited or refunded, will be charged at full cost.

## **Services Changes and Rescheduling Policy:**

An administration fee of \$225 + GST per site visit is payable by the client for all changes made within 5 working days of the delivery date of your booking.

Missed and unbooked appointments are charged as a standard appointment.

Additional daily appointments charged at relative per person rate.

**Invoicing:** Integrity Health & Safety will generate an invoice for 50% of the estimated onsite skin checks and vouchers upon booking confirmation.

A final invoice will be issued on the completion of the services based on (a) the final number of completed checks/vouchers, plus (b) any additional costs (such as parking associated with the delivery, travel time).

**Payment Terms:** Upon confirmation of this booking, the client must pay Integrity Health & Safety either by credit card or electronic transfer, 50% of the total amount of the estimated number of skin checks required by way of deposit. Each invoice generated by Integrity Health & Safety is payable within 30 days of the issue date. Late payments will incur a 12% P.A. late fee per month.

**Standard Hours of Operation for Nurses:** Skin checks required outside of the standard hours of 8.00 am - 5.00 pm will incur a surcharge of \$115 per hour and will apply for each hour or part thereof. For example, if a nurse is required to commence onsite at 6.30 am, 2 out of hours surcharge will apply.

**Parking and Nurse Travel Time:** Integrity Health & Safety will invoice the cost of parking if the client cannot provide free onsite parking for the nurse. Nurse travel time will be charged at \$1.65 per kilometer for trips further than 50km from the center of the CBD as calculated by Google maps. The amount charged will be calculated as a round trip. For example, if client's office is 80 km away from the CBD,  $80\text{km} \times 2 = 160\text{Kms}$  MINUS 100km free =  $60\text{km} \times \$1.65 = \$99$  will be charged as nurse travel time. Where possible, local nurses are used. CBD's include Canberra, Sydney, Brisbane, Adelaide, Melbourne and Perth.

## **The following terms and conditions relate to our Skin Check Voucher Program:**

- All vouchers ordered by our client's employees via the AVS booking portal will attract a non-refundable admin fee of \$15 per voucher.
- If a voucher is used/redeemed, the full voucher rate quoted previously in this proposal will be charged LESS the admin fee.

Integrity Health & Safety will issue an invoice for the admin fee for all vouchers ordered the previous month at the start of each month. For example, the April invoice will be for all invoices ordered in March.

Once the vouchers are redeemed, Integrity Health & Safety will issue an invoice for the balance of what is owing.

# CONFIRM ACCEPTANCE OF OUR PROPOSAL

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**THANK YOU** for reading our proposal and considering Integrity Health & Safety to be your skin check provider, in partnership with AVS.

If you would like to discuss this proposal, please **contact us**:

[info@integrityhs.com.au](mailto:info@integrityhs.com.au) \* 1300 720 724

[www.integrityhs.com.au](http://www.integrityhs.com.au)

[www.ausvacs.com.au](http://www.ausvacs.com.au)