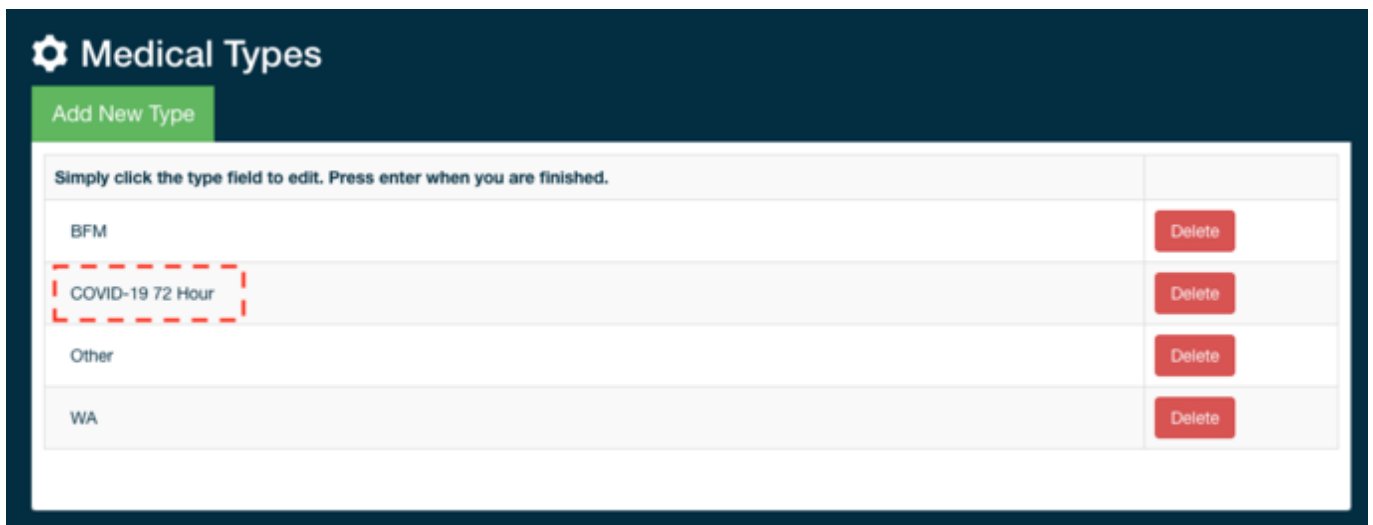


For businesses affected by the latest [Health NSW Public Health Orders](#), some drivers are required to be tested for Covid-19 every 3 days.

To track these in Gearbox, go to Settings and add a new Medical Type called “Covid-19 72 Hour” or similar.



Create a new medical the first time a driver has reported a test. You can use the documents field to attach a screenshot or copy of the test result or add a note to record how the test result was confirmed.

**\* Employee**  
John Citizen [1] ▼

Type  
COVID-19 72 Hour ▼


\* Medical date  
19/07/2021

Supplier  
Oran Park Drive Through ▼

\* Expiry date  
21/07/2021

Passed Medical?  
 Closed

Documents + Add Document

 COVID-19 TEST ... (390 KB) Edit

Notes  
Driver sent SMS. Screenshot attached

To manage when repeat tests are due, go to Medicals Due. You can filter the table for Covid tests by using the search function. Click on the original record to add a repeat test.

**Medicals Due**

Divisions: All Divisions | SubGroups: All SubGroups

Summary: New Medical (1), Open Medicals (1), Expiring (1), Closed Medicals (0), All Entries (1), Import (+), Reports (Print icon)

Medical #	Employee	Date	Type	Supplier	Result	Expiry
M-1	John Citizen	19/07/2021	BFM	Oran Park Drive Through	✓	21/07/2021

Showing 1 to 1 of 1 entries | First | Previous | 1 | Next | Last

Close out the current Medical so that you are no longer prompted for renewal and create a new one by selecting **Save & Repeat**.

Expiry date: 21/07/2021

Passed Medical?

Closed

Documents: + Add Document

COVID-19 TEST ... (390 KB) Edit

Save and repeat  
Save and close  
Save and continue

Delete | Cancel | Save + >

## Adding a COVID question to Prestart


Another option is to add a Prestart question such as *"I have taken and passed a Covid Test per the requirements of my location"* to assist with compliance requirements.

Quit

PM03

# Covid19

I have taken and passed a Covid Test per the requirements of my location



Fail N/A Pass

Step 1 of 18

