

Secretary

From: Volunteer Support RSL Victoria Branch <volunteer@rslvic.com.au>
Sent: Wednesday, 20 April 2022 01:55 PM
To: Secretary WANRSL
Subject: Wangaratta RSL -Expired Police Checks

Dear Secretary ,

RSL Victoria hopes that you are well.

We are writing to advise you of expired Volunteer police checks at your Sub Branch.

For your convenience we have included the list of volunteers that Better Impact has identified as expired, however this list may not include volunteers who are not registered on better Impact or whose details may have changed.

Jim	Cozens
Colleen	Davis
Lynette	Kahlefeldt
Ray	Steadman
Justin	Tilson

Please remind volunteers to update their details on Better Impact and to include their current Police Checks. Alternatively for volunteers that no longer volunteer with your sub branch - we recommend you archive their profiles.

We have introduced a new Police Check process. This will apply to the processing of police checks for volunteers and Sub-Branch staff members.
(supporting documents can be found in the document library, and also attached here)

It is crucial that Sub-Branches continue to update volunteer Better Impact profiles. This applies to insurance for the Sub-Branch volunteers.

Advantages of the New Process:

- Empowering Sub-Branches
- Expediting the process.
- Reduce your risk.
- Meet compliance requirements, remove hard copy files.
- Support and training for Sub Branches – directly with Pharmacy ID and RSLVic.

Role of Pharmacy ID:

Pharmacy ID are responsible for conducting all police checks on behalf of RSL Victoria. Currently Police checks are managed by RSL Victoria (James Ondari) as the central point of contact. We are now changing this process to allow Sub Branches to communicate directly with Pharmacy ID, in order to expediate the process and support Sub Branches in the ongoing management of their volunteers and their required police checks.

Training for Sub Branches:

- Full service from Pharmacy ID.

Claire Caldwell and her team will be in touch to confirm your availability for training. The training is clear and simple. Either online Zoom/Teams meeting or in-person (where possible).

- Please forward : name, sub-branch position and email address of the Responsible Person from your Sub-Branch to RSLVic (email below) in order to facilitate access, contact and training with PharmacyID

Support for Sub Branches :

- Pharmacy ID will be available 0800 to 1700 (Monday-Friday) for continued support.
- All documents sent to the volunteer will have clear contact information, should they want to contact Pharmacy ID or the representative at your sub branch for assistance.
- Your sub branch representative will still be able to assist volunteers with their police checks, through Pharmacy ID.
- RSL Victoria will remain a central point of contact for any support Sub Branches require.

Police Check Certificates:

- RSLVIC will email you the certificate when they have been returned.
- The volunteer's Better Impact profile will be updated by RSLVIC when a new check has been returned.
- RSLVIC will not be issuing ID badges for volunteers until further notice, if volunteers are prompted by the Aged Care facilities, they are to display their check and email from RSLVIC.

Payment Method:

- There are no changes to the invoicing, billing and payment process. Please do not pay in advance for checks.

Sub Branches:

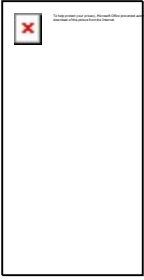
- Please register or update all volunteers Better Impact profiles and email contact details (especially admin), as this will be the primary source of information, contact and communication regarding police checks with Pharmacy ID and RSLVic
- Login / registration link: <http://bttr.im/iqodq>

RSLVIC's Operations will be in touch about police checks for Committee Member positions.

For now, do not use the new process to complete VCGLR related police checks for Committee Members.

Please don't hesitate to contact us with any questions or queries

kind regards



Volunteer Support

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