

Contact Tracing for Netball

A guide for Centres to meet contact
tracing requirements



Contact Tracing – What you need to know

As part of the three-phased approach that Netball NZ have implemented for a return to Netball (Get Ready for Netball, Prepare to Play and Return to Play) all Centres are required to keep a contact tracing register. The contact details of every person entering a Centre/venue or facility that a Centre manages are to be collected.

Contact tracing ensures every person who has been in contact with, or within close proximity of, a suspected or confirmed case of Covid-19 can be traced by the Ministry of Health if necessary. This is an important part of New Zealand's plan to eliminate Covid-19 under Alert Level 2.

The contact details of each person on the register need to be treated with a high level of security. To ensure the privacy of the public this information is to be collected only for the purpose of contact tracing and must be destroyed after eight weeks.

Advice for contact tracing for sporting organisations at Level 2 can be found here. <https://www.sportnz.org.nz/covid-19/sector-advice/contact-tracing/>

Contact Tracing Options for Netball

Netball NZ are advising Centres to use one of the below three options for contact tracing:

1	iDMe	A solution that lets people display their contact details as a personal QR Code on their phone, and for Centres to turn a smartphone or iPad into a QR Code scanner to scan people into a venue. iDMe also has a self check-in option that people can use when a scanner isn't present.
2	Contact Tracing Register	A manual solution using pen and paper to be completed by each person upon entering a venue
3	Venue Specific Solution	Some venues already have a solution in place. Centres based at venues that are run or owned by other organisations are required to adhere to their specified contact tracing solution

Option 1 – iDMe

Why iDMe?

There are many digital solutions that have been developed for contact tracing. iDMe has been developed by Sportground (Sporty.co.nz). Netball NZ are recommending iDMe as the best fit for Netball Centres. Not only is Sportground the preferred digital provider of Netball NZ but many Centres will already be familiar with the functionality of iDMe through their use of other Sporty products. Also, all Centres, regardless of if they use Sporty currently, already have easy access to iDMe through an existing Sporty website.

iDMe is free to all NZ sports organisations, clubs and schools. It is also being adopted by other sporting codes making it easy for a person to register at multiple sporting venues using the one solution.

How iDMe works

Centres access the iDMe solution via logging into Sporty and opening 'Online Registrations' from their Dashboard. Centres who do not use Sporty can find their unique Sporty site using this Sporty directory <https://www.sporty.co.nz/clubs> To get login details follow instructions in the User Guide at <https://id.idme.co.nz>

1. Scanner Method



Note: Multiple QR codes can be set up on one device

2. Print Method



3. Self Check Method



How to get started with iDMe

Login to Sporty to begin using the iDMe QR code scanner.

Things to consider for a positive iDMe roll out:

- Who at your Centre will take responsibility for the iDMe solution?
- Allowing time to set up and test iDMe
- Providing training for staff and volunteers who will be involved in using iDMe
- How you will communicate with your community that you are using iDMe and what this means for them?

iDMe Support

- [Sporty Directory \(to find your URL for login\)](#)
- [Administrator User Guide](#)
- [Webinar – 6pm Tuesday 19 May. Register here.](#)
- [FAQs](#)
- [iDMe resources including self check-in poster](#)
- [QR code generator – visit on your phone to get your own personal QR Code](#)

Option 2 - Contact Tracing Register

The manual contact tracing register must collect the following information:

- Date, Time, Full Name, Address, Email, Date and Time.

You can find a template [here](#) which includes the required fields along with a privacy statement needed to ensure those filling it out know why the information is being collected and how it will be used.

Things to consider when using a manual register:

- This is not a contactless option, what hygiene protocols need to be implemented to sanitise shared equipment?
- Use of an electronic spreadsheet for data entry by a Centre representative instead of paper/pen option
- Management of potential queues
- Data privacy challenges if people can see other people's contact info on the same page
- Secure storage and disposal of data

Option 3 - Venue Specific Solution

Please contact the owner or operator of your venue to understand the solution they are requiring you to use.