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## **The Ingham Practice - Infection Prevention and Control Annual Statement**

**August 2023**

### **Introduction**

The Ingham Practice places a high level of importance on Infection Prevention and Control (IPaC). In addition to offering General Practice Services, our practice also provides a Minor Surgery Service. Ensuring effective IPaC measures is crucial for the wellbeing of patients seeking both Primary Care Services and Minor Surgery Service. We are committed to minimising the risk of infection and maintaining a safe working environment for the benefit of our patients, staff, and other members of the public.

### **Purpose**

The purpose of this Policy is to guarantee the Ingham Practice's adherence to the Health and Social Care Act 2008: Code of practice on prevention and control of infection, along with its associated guidelines. This annual statement will undergo regular reviews on a yearly basis to ensure its continued relevance and effectiveness.

The IPaC Annual Statement encompasses:

- Incidents of infection transmission and the associated lessons learned, along with the measures taken in response.
- Summary of infection prevention and control (IPC) audits conducted, along with any subsequent steps taken based on these audits.
- Addressing challenges to infection prevention and control, including an outline of risk assessments conducted and actions taken thereafter.
- Comprehensive account of staff IPC training.
- Information about the review and revision process of IPC policies, procedures, and guidance documents.
- Contact information for the local Infection Control Matron and Head of Service.

## **Responsibilities**

### **IPaC Team**

Infection Prevention and Control Team:

Dr Sultan: Ingham Practice Lead GP

Mai Sultan: Practice Manager

Amanda Stuffins: Administrator

Debra Barnes: Practice Nurse – IPaC Lead

Caroline Lusk: Health Care Assistant – IPaC Deputy Lead

The purpose of these roles is to review and develop the IPaC Policy and update the Standard Operating Procedures together with the practice's Annual Statement, ensuring that the following objectives are met:

- Annual Audit to demonstrate effective infection control prevention protocol, adherence to the practice's policies and guidelines and compliance with the clinical standard operating procedures.
- Ongoing monitoring on staff training and that all staff complete their IPaC training as appropriate for their positions.
- The IPaC leads and the Practice Manager are responsible for the following activities:
- Completed IPaC risk assessments.
- Report infection transmission incidents and subsequent actions.
- Monitor staff training and that IPaC forms part of the practice's Induction Training.
- Carry out Hand Hygiene Audit on an annual basis and as and when necessary.
- Carry out Cold Chain Audit, identifying all the necessary changes with timely implementations.
- Analyse the results from National Standards of Healthcare Cleanliness Audit.
- Legionella Audit – Weekly checking.
- PPE and protective clothing and equipment.

### **Staff Responsibilities**

All staff members, including locums, at Ingham are mandated to undergo induction training, which includes pertinent IPaC training tailored to their respective roles. It is the personal responsibility of individuals to actively participate in infection prevention and control measures. IPaC training is an integral component of mandatory training, outlined in job descriptions and Continuing Professional Competence (CPC) requirements.

This practice is committed to ensuring comprehensive comprehension and adherence among all staff members, including agency personnel, external contractors, and volunteers, regarding the imperative to prevent and control infections, particularly those linked to invasive devices.

The practice is committed to maintaining a standard where appropriate uniforms are worn by staff during their duties remain clean and suitable for their tasks. Healthcare personnel will guarantee that their hands remain readily decontaminated throughout the entirety of clinical work by adhering to the "bare below the elbows" principle, with a wedding ring exception, when engaging in direct patient care. This involves the removal of wrist and hand jewellery, as well as the assurance of short, clean, and nail polish-free fingernails. Additionally, any cuts or abrasions will be covered with a waterproof dressing in accordance with the Practice's Uniform Policy, Infection Control Protocol and NICE Clinical Guidelines (139: 1.1.2.3)

The local Commissioning Lead for IPaC is: The practice receive ongoing support and guidance relating to the standards of IPaC procedures within the practice.

The Health Protection Agency Local Unit they can be contacted for advice on telephone number: 0344 2254524 Option 1.

### **Occupational Health Service**

The practice has recently contracted with the United Lincolnshire Hospital Trust, Occupational Health Department to provide Occupational Health Services. The includes the following:

- Health Screening
- Support and guidance for staff wellbeing
- Counselling Service
- Advice on health & safety in the workplace
- Pre-employment medical assessment health screening
- Advice on immunisation
- Advice re inoculation injury

The practice Occupational Health Service Manager is Karen Preston. Tel: (01522) 573597 option 2.

### **Patients' Related Responsibilities**

This practice collaborates with several local laboratories for its diagnostic microbiology and virology laboratory services. These laboratories strictly adhere to the mandates of the relevant national accreditation bodies, encompassing the investigation and management of diseases.

In the event that a service user under the care of this practice contracts an infection, initial advice and treatment will be promptly administered. Furthermore, an assessment of potential communicable disease control implications will be carried out to ascertain the necessity for suitable actions aimed at minimising risks to others. These details will be meticulously recorded within the practice's patient summary record.

Information regarding infectious conditions concerning service users will be appropriately shared with other health and social care providers when the patient is transferred by ambulance, admitted to Secondary/Social Care, Mental Health Facility, or Nursing Home.

The practice is dedicated to ensuring that information related to Infection Prevention and Control is accessible to patients and members of the public. This information outlines the implemented infection prevention measures, describes staff roles and responsibilities, and affords patients the opportunity to offer feedback and address any concerns they may have.

The practice rigorously adheres to a stringent cleaning protocol. All cleaning tasks are meticulously carried out in accordance with designated cleaning schedules, thereby ensuring the practice's full compliance with the National Cleaning Guidance and Specifications.

## **Risk Assessment**

An annual Infection Control Risk assessment and Audit is carried out. This will be followed by a IPaC team meeting to review the outcome of this assessment. This aids the practice to develop an action plan to minimise potential infection risks. The practice is committed to process timely implementation to ensure the safety of staff and patients alike.

## **COVID Pandemic**

Throughout the COVID-19 pandemic, the practice diligently adhered to the National Guidelines and Local Protocols aimed at limiting the spread of the virus. This encompassed strict adherence to Social Distancing Requirements, the consistent wearing of masks and appropriate Personal Protective Equipment (PPE), as well as the meticulous execution of all necessary procedures to ensure the practice maintained a safe and infection-free environment.

## **Notifiable Diseases**

Any notifiable disease will be promptly reported to the relevant authority in accordance with The Health Protection (Notification) Regulations 2010. A comprehensive list of all notifiable diseases and notifiable organisms can be accessed through the following link:

[Notifiable diseases and causative organisms: how to report - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/notifiable-diseases-and-causative-organisms-how-to-report)

## **Minor Surgery Infection Rate Audit and Patients Survey**

For the period spanning from 1 October 2022 to 31 March 2023, the practice conducted a total of 531 minor surgery procedures. 531 patient surveys were dispatched, and 259 of which were completed and returned. Two patients identified required antibiotics subsequently. The outcome of results gives an infection rate of 0.77%. demonstrating a slight decrease when compared to the previous rate of 1.8% (3 out of 168 patients) for the period 1 April 2022 to 30 September 2022. These outcomes strongly underscore the efficacy of the practice's Infection Control Protocol and procedures, further reinforcing their overall effectiveness.