



Infection Control Annual Statement

June 2018

Purpose

This annual statement will be generated each year in June in accordance with the requirements of The Health and Social Care Act 2008 *Code of Practice on the prevention and control of infections and related guidance*. It summarises:

- Any infection transmission incidents and any action taken (these will have been reported in accordance with our Significant Event procedure)
- Details of any infection control audits undertaken and actions undertaken
- Details of any risk assessments undertaken for prevention and control of infection
- Details of staff training
- Any review and update of policies, procedures and guidelines

Infection Prevention and Control (IPC) Lead

The Walcote Practice has one Lead for Infection Prevention and Control: Dr Nicholas Hillier, Medical Director.

The IPC Lead is supported by: Dr Sinéad Doherty, Business Director.

Dr Nicholas Hillier commissioned an IPC assessment and training visit to The Walcote Practice from an IPC expert in July 2015. An IPC expert from West Hampshire CCG was invited to return for an update visit to The Walcote Practice in September 2017. Dr Nicholas Hillier keeps updated on infection prevention practice.

Infection Transmission Incidents (Significant Events)

Significant events (which may involve examples of good practice as well as challenging events) are investigated in detail to see what can be learnt and to indicate changes that might lead to future improvements. All significant events are reviewed in the practice directors' monthly management meetings and learning is cascaded to all relevant staff.

In the past year there have been no significant events raised that related to infection control. There have been no complaints made regarding cleanliness or infection control.

Infection Prevention Audit and Actions

The Walcote Practice is a Private GP Practice which opened on 1st June 2015. It is located in a serviced office building in Winchester city centre. The consultation/minor surgery room was designed, fitted and equipped with infection prevention and control (IPC) in mind, and as a result all furnishings and equipment used are in line with required IPC standards.

In July 2015, Dr Nicholas Hillier commissioned an IPC assessment and training visit from Mr Matthew Richardson, an IPC expert from West Hampshire CCG. Mr Richardson assessed all areas of the practice and produced a report of his findings. This included a list of recommendations to further optimise our IPC practices. These recommendations were implemented.

In September 2017, Dr Nicholas Hillier invited an update IPC assessment and training visit from West Hampshire CCG. This was carried out by Ms Vivienne O'Connor, Specialist IPC Nurse. Ms O'Connor assessed all areas of the practice and produced a report of her findings. The practice was found to be compliant in all areas, with several areas graded as outstanding. Helpful recommendations were made regarding further possible IPC enhancements, all of which have been implemented. Due to consistent high standards, Ms O'Connor advised reducing all IPC audit frequencies to yearly, apart from cleaning audits which best practice suggests should be carried out quarterly.

The directors have carried out a series of IPC audits throughout the previous year, as described below:

Quarterly Audits of **Domestic & Clinical Cleaning** were undertaken by Dr Sinead Doherty and Mrs Anne Newberry (Practice Administrator). Standards were consistently high and as a result of these audits the following practices have been implemented:

- Detailed dusting practices optimised
- Staff reminded to remove even minor build-up on alcohol rub and soap dispenser nozzles

An audit on **Asepsis** was undertaken by Dr Sinead Doherty in September 2017. Best practice was being followed in all areas, therefore no changes were required.

Audits on **Hand Hygiene Environment, Observation and Technique** were undertaken by Dr Sinead Doherty in September/October 2017. Good practice was being followed throughout.

Audits on **Standard Precautions and Contact (Isolation) Precautions** were undertaken by Dr Sinead Doherty in November 2017. All precautions employed were compliant.

An audit on **Minor Surgery** was undertaken by Dr Sinead Doherty in January 2018 looking at all minor surgery cases undertaken at The Walcote Practice in 2017. Over 379 procedures were conducted during this time period and there were no post-operative wound infections observed or reported.

An audit on **Phlebotomy and Sharps** was undertaken by Dr Sinead Doherty in July 2017. All practices were found to be compliant. No sharps injuries have been sustained since The Walcote Practice opened in June 2015.

An audit on **Vaccine Storage and Transportation** was undertaken by Dr Sinead Doherty in June 2017. All practices were compliant.

Two **Annual Infection Prevention and Control Audits** were undertaken by Dr Sinead Doherty in May 2018. As these audits contained different questions, it was felt that both would be beneficial in examining differing aspects of IPC compliance at The Walcote Practice. An overall compliance score of 98.7% was achieved in the first audit. This was the highest possible score as there were some minor areas where a higher score was not achievable due to building layout. The second audit achieved a score of 99%. Current IPC practices have all been assessed and approved by Infection Control Experts from West Hampshire CCG.

The results of each of the above audits were discussed at the corresponding directors' monthly practice management meeting, with learnings and actions filtered to relevant staff.

The Walcote Practice will continue to undertake each of the above audits in the following year to ensure that all areas of infection control are regularly monitored and that excellent IPC practices are maintained.

Risk Assessments

Risk assessments are carried out so that best practice can be established and then followed. In the last year the following IPC-related risk assessments were carried out or the topics were reviewed:

Blood borne virus/ sharps/ needlestick risk: Risk assessment review undertaken which confirmed that appropriate prevention/control/monitoring measures are in place including use of safe sharps with safety-shielded needles. Blood spill kits are available. Nil changes were required.

COSHH: COSHH assessment checklists have been reviewed and the appropriate prevention/control/monitoring measures are in place, including clinical waste management.

Curtain cleaning: The Walcote Practice continues to clean the screen curtains monthly, which is more frequently than the NHS Cleaning Specifications of every 6 months. The window blinds are very low risk and therefore do not require a particular cleaning regime, other than regular vacuuming to maintain cleanliness. All curtains are regularly reviewed and cleaned if visibly soiled.

Immunisation: As a practice we ensure that all appropriate staff are up to date with Hepatitis B immunisations and are offered any occupational health vaccinations applicable to their role (i.e. MMR, Seasonal Flu). We offer vaccinations at the practice and via home visits to our patient population.

Legionella (Water) Risk Assessment: The practice water safety risk assessment was reviewed to ensure that the water supply continues not to pose a risk to patients, visitors or staff. Safe practices have been continually maintained.

Minor Surgery Room Requirements: During set-up of the consultation room, the directors carefully optimised the consultation/ minor surgery room in line with the NHS Networks Infection Prevention Practice Checklist for Minor Surgery. These practices have been maintained.

Sharps bins: The use of temporary closure flaps on sharps bins was risk assessed due to their differing locations and clinical usage frequencies. Practices were optimised to maximise both patient and staff health and safety.

Toys: We provide only wipeable toys in the waiting and consultation rooms, which are cleaned regularly.

Training

All of the team receive IPC induction training upon commencing provision of services to Walcote Health Ltd.

Each person also receives IPC Refresher Training annually.

Various elements of IPC training have been delivered at the following times in the previous year:

GPs: 04/10/17, 18/04/18 (face-to-face training)

Core reception team: 03/10/17, 04/10/17, 18/04/18 (face-to-face training, including demonstrations)

New team members (Practice Administrator and Receptionist): 29/11/2017, 18/04/18 (face-to-face training, including demonstrations)

Cleaners: 20/03/18 (face-to-face training, including demonstrations)

As mentioned above, in September 2017 we commissioned an update IPC assessment, training and review visit from IPC Specialist Nurse, Ms Vivienne O'Connor of West Hampshire CCG.

Dr Nicholas Hillier also undertook further specialist training in minor surgery through his attendance of a one-day Minor Surgery Update Course delivered by the Royal College of General Practitioners in March 2018.

Policies & Procedures

The IPC-related Policies & Procedures (P&Ps) which have been written, updated or reviewed in the last year include but are not limited to:

- General Health & Safety P&P
- Health & Safety P&P
- Infection Control & Decontamination P&P
- Legionella P&P
- Needlestick Injury & Sharps P&P
- Ebola & Infectious Diseases P&P
- Safe Specimen Handling P&P
- Occupational Health Vaccination P&P
- Risk Management P&P
- Significant Event/Critical Incident Review P&P
- Vaccine Storage & Transportation P&P
- Hazard Reporting P&P
- Health and Safety Training P&P
- Personal & Protective Equipment (PPE) P&P
- Quality Assurance P&P

P&Ps relating to Infection Prevention and Control are available to all staff and are reviewed and updated annually. All of these P&Ps are amended on an ongoing basis as current advice, guidance and/or legislation changes.

Responsibility

It is the responsibility of each individual to be familiar with this Statement and their roles and responsibilities under this.

Review date

June 2019

Responsibility for Review

The Infection Prevention and Control Lead and the Business Director are responsible for reviewing and producing the Annual Statement.

Signed by:

Dr Nicholas Hillier

Dr Nicholas Hillier MA(Cantab) MBBS MRCGP DRANZCOG DOccMed

Medical Director and Lead GP, The Walcote Practice

For and on behalf of the The Walcote Practice