

Infection prevention and control board assurance framework

1. Systems are in place to manage and monitor the prevention and control of infection. These systems use risk assessments and consider the susceptibility of service users and any risks posed by their environment and other service users			
Key lines of enquiry	Evidence	Gaps in assurance	Mitigating actions
<p>Systems and processes are in place to ensure:</p> <ul style="list-style-type: none"> infection risk is assessed at the front door and this is documented in patient notes patients with possible or confirmed COVID-19 are not moved unless this is essential to their care or reduces the risk of transmission compliance with the national guidance around discharge or transfer of COVID-19 positive patients all staff (clinical and non-clinical) are trained in putting on and removing PPE; know what PPE they should wear for each setting and context; and have access to the PPE that protects them for the appropriate setting and context as per national guidance national IPC guidance is regularly checked for updates and any changes 	<p>Elective patients assessed prior to admission. Emergency patients, e.g. PPCI patients assessed on presentation to the Cath Lab.</p> <p>All patients tested on arrival, at day3, day six and then every five days as per 10 point plan.</p> <p>Documented in the patient notes.</p> <p>Patients moved to cohort areas according to COVID 19 status. Two red areas where all positive patients nursed</p> <p>Positive patient movements tracked on ICNET</p> <p>Protocols in place</p> <p>Patient discharge information leaflet produced.</p> <p>Guidance and posters available regarding PPE for different zones/cohorts of patients.</p> <p>Information and educational materials available on the intranet.</p> <p>Training delivered by the education team and Critical Care and Theatre staff.</p> <p>Updates circulated to group emergency planning email and communicated via Trust command structure. COVID 19</p> <p>All IPC guidance is actioned as received, reviewed by silver command and shared at Gold command – chaired by CEO</p>		

<p>are effectively communicated to staff in a timely way</p> <ul style="list-style-type: none"> • changes to guidance are brought to the attention of boards and any risks and mitigating actions are highlighted • risks are reflected in risk registers and the board assurance framework where appropriate • robust IPC risk assessment processes and practices are in place for non COVID-19 infections and pathogens 	<p>Daily briefing on corporate communications. Regular briefing to department heads/Bronze command. IPC BAF is shared at all BoD meetings to update Board members. IPN is enrolled to receive updates from PHE website. Risks are reflected in risk registers and reviewed regularly.</p> <p>Changes to guidance highlighted via Silver Command to Gold Command. Protocols and policies in place for prevention of other infections. Audit programme in place and data available. IPC committee continues to review all other infections.</p>		
2. Provide and maintain a clean and appropriate environment in managed premises that facilitates the prevention and control of infections			
Key lines of enquiry	Evidence	Gaps in assurance	Mitigating actions
<p>Systems and processes are in place to ensure:</p> <ul style="list-style-type: none"> • designated teams with appropriate training are assigned to care for and treat patients in COVID-19 isolation or cohort areas • designated cleaning teams with appropriate training in required techniques and use of PPE are assigned to COVID-19 isolation or cohort areas • decontamination and terminal decontamination of isolation rooms or cohort areas is carried out in line with 	<p>Teams assigned on a daily basis for COVID 19 isolation areas. All staff working in areas caring for Covid patients receive appropriate training</p> <p>Hygiene staff allocated to COVID-19 areas on temporary basis. All involved in training and supported.</p> <p>Terminal decontamination carried out according to PHE guidelines and is logged on a database. Additional decontamination using UV-C of</p>		

<ul style="list-style-type: none"> increased frequency at least twice daily, of cleaning in areas that have higher environmental contamination rates as set out in the PHE and other national guidance attention to the cleaning of toilets/bathrooms, as COVID-19 has frequently been found to contaminate surfaces in these areas cleaning is carried out with neutral detergent, a chlorine-based disinfectant, in the form of a solution at a minimum strength of 1,000ppm available chlorine, as per national guidance. If an alternative disinfectant is used, the local infection prevention and control team (IPCT) should be consulted on this to ensure that this is effective against enveloped viruses manufactures' guidance and recommended product 'contact time' must be followed for all cleaning/disinfectant solutions/products as per national guidance: <ul style="list-style-type: none"> 'frequently touched' surfaces, e.g. door/toilet handles, patient call bells, over-bed tables and bedrails, should be decontaminated at least twice daily and when known to be 	<p>Cleaning Schedules available. Robust cleaning schedules in place and enhanced schedules in outbreak areas. This includes frequently touched surfaces.</p> <p>In outbreak areas dedicated hygiene staff to clean bathrooms individually</p> <p>Cleaning audited and monitoring scores available</p> <p>1000ppm chlorine based disinfectant product used for terminal and deep cleans. Medipal wipes used for equipment</p> <p>Screens established on ward areas and in bays between beds.</p> <p>Frequently touched surfaces included as part of cleaning schedule- cleaned 3x daily. Monitored as part of Matrons'</p>	<p>Chlorine based disinfectant not used in all areas at all times due to side effects.</p>	<p>New disinfectant trialed in bathrooms in December 2020 and now adopted as normal practice.</p>
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<p>contaminated with secretions, excretions or body fluids</p> <ul style="list-style-type: none"> ○ electronic equipment, eg mobile phones, desk phones, tablets, desktops and keyboards should be cleaned at least twice daily ○ rooms/areas where PPE is removed must be decontaminated, timed to coincide with periods immediately after PPE removal by groups of staff (at least twice daily) • linen from possible and confirmed COVID-19 patients is managed in line with PHE and other national guidance and the appropriate precautions are taken • single use items are used where possible and according to single use policy • reusable equipment is appropriately decontaminated in line with local and PHE and other national guidance • review and ensure good ventilation in admission and waiting areas to minimize opportunistic airborne transmissions. 	<p>Weekly audits</p> <p>Included in frequently touched surfaces schedule. Audit data available</p> <p>Cleaning schedules in place</p> <p>Linen policy in place, managed as infectious linen</p> <p>Included in disinfection policy</p> <p>Cleaning and disinfection policy in place</p>	<p>No specific ventilation in admission and waiting areas</p>	<p>Social distancing measures in place. Masks available in all areas</p>
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3. Ensure appropriate antimicrobial use to optimise patient outcomes and to reduce the risk of adverse events and antimicrobial resistance

Key lines of enquiry	Evidence	Gaps in assurance	Mitigating actions
<p>Systems and processes are in place to ensure:</p> <ul style="list-style-type: none"> arrangements around antimicrobial stewardship are maintained mandatory reporting requirements are adhered to and boards continue to maintain oversight 	<p>Critical Care ward rounds taking place with microbiologist</p> <p>Antimicrobial group reconvened and strategy updated</p>	<p>Microbiology cover has been reduced across all Liverpool trusts due to pressures of Covid. This has been discussed at Gold and a plan to support microbiology cover has been developed.</p>	<p>To develop the role of Critical Care ANP to assist in ward rounds on Critical Care and a plan for ward cover.</p> <p>Three times weekly MS Teams virtual microbiologist ward rounds.</p> <p>Actions: Contact numbers distributed; Response QA in place; JD and PS to be complete by end Jan 21; Antibiotic pharmacists now attending CCA micro virtual WR; leave cover to be discussed with CD;</p>

4. Provide suitable accurate information on infections to service users, their visitors and any person concerned with providing further support or nursing/medical care in a timely fashion

Key lines of enquiry	Evidence	Gaps in assurance	Mitigating actions
<p>Systems and processes are in place to ensure:</p> <ul style="list-style-type: none"> implementation of national guidance on visiting patients in a care setting areas in which suspected or confirmed COVID-19 patients are being treated are clearly marked with appropriate signage and have restricted access information and guidance on COVID-19 is available on all trust websites with easy read versions infection status is communicated to the receiving organisation or department when a possible or confirmed COVID-19 patient needs to be moved 	<p>Visiting currently restricted. Exceptions detailed in the End of Life protocol or assessed on individual basis. Patient and family support team keep in contact with families.</p> <p>Signage displayed for individual areas/zones</p> <p>Resources available on website. Easy read versions available on website</p> <p>Included on discharge planning information for external transfers. Alerts in place for all inpatients</p>		

5. Ensure prompt identification of people who have or are at risk of developing an infection so that they receive timely and appropriate treatment to reduce the risk of transmitting infection to other people

Key lines of enquiry	Evidence	Gaps in assurance	Mitigating actions
<p>Systems and processes are in place to ensure:</p> <ul style="list-style-type: none"> frontdoor areas have appropriate triaging arrangements in place to cohort patients with possible or confirmed COVID-19 symptoms and to segregate them from non COVID-19 cases to minimise the risk of cross-infection, as per national guidance mask usage is emphasized for suspected individuals ideally segregation should be with separate spaces, but there is potential to use screens, eg to protect reception staff for patients with new-onset symptoms, it is important to achieve isolation and instigation of contact tracing as soon as possible patients with suspected COVID-19 are tested promptly patients who test negative but display or go on to develop symptoms of COVID-19 are segregated and promptly re-tested and contacts traced 	<p>Emergency arrivals are screened for symptoms in the ambulance or on arrival and placed in the appropriate area.</p> <p>Information in guidelines</p> <p>Screens in place at all reception areas</p> <p>Patients with new symptoms are cohorted promptly and immediately tested.</p> <p>Negative swabs in symptomatic patients still suspected are isolated and retested</p> <p>Contact tracing initiated on positive result or negative result with strong clinical suspicion</p>		

<ul style="list-style-type: none"> patients who attend for routine appointments and who display symptoms of COVID-19 are managed appropriately 	<p>Guidance available for Outpatients. Screening questions asked of patients for scheduled appointments. Temperature checks for outpatients</p> <p>Temperature check positive leads to swab and home to self-isolate.</p>		
6. Systems to ensure that all care workers (including contractors and volunteers) are aware of and discharge their responsibilities in the process of preventing and controlling infection			
Key lines of enquiry	Evidence	Gaps in assurance	Mitigating actions
<p>Systems and processes are in place to ensure:</p> <ul style="list-style-type: none"> all staff (clinical and non-clinical) have appropriate training, in line with latest PHE and other guidance, to ensure their personal safety and working environment is safe all staff providing patient care are trained in the selection and use of PPE appropriate for the clinical situation, and on how to safely don and doff it a record of staff training is maintained appropriate arrangements are in place so that any reuse of PPE in line with the CAS alert is properly monitored and managed any incidents relating to the re-use of PPE are monitored and appropriate action taken adherence to PHE national guidance on the use of PPE is regularly audited 	<p>Training provided by education team and also by individual departments e.g. critical care education practitioners regarding PPE and correct donning/doffing. Donning and doffing videos on intranet and staff app. Included in corporate induction</p> <p>Training records held by Education Team</p> <p>Very little equipment that is being reused – if so goes through appropriate decontamination</p> <p>Incidents reported via usual incident management system</p> <p>Guidance on intranet</p> <p>Audit data available</p>		

<ul style="list-style-type: none"> • staff regularly undertake hand hygiene and observe standard infection control precautions • hand dryers in toilets are associated with greater risk of droplet spread than paper towels. Hands should be dried with soft, absorbent, disposable paper towels from a dispenser which is located close to the sink but beyond the risk of splash contamination, as per national guidance • guidance on hand hygiene, including drying, should be clearly displayed in all public toilet areas as well as staff areas • staff understand the requirements for uniform laundering where this is not provided on site • all staff understand the symptoms of COVID-19 and take appropriate action in line with PHE and other national guidance, if they or a member of their household displays any of the symptoms 	<p>Hand hygiene and standard infection control precautions observed and audit results available</p> <p>No Hand dryers in situ</p> <p>Hand hygiene posters displayed</p> <p>No uniform laundering available (other than scrubs). Information on requirements is on the Trust intranet</p> <p>Guidance available on intranet. Communicated frequently through safety huddles.</p>	<p>Require refreshing in some areas</p>	<p>All displays/posters have been reviewed and updated.</p>
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7. Provide or secure adequate isolation facilities			
Key lines of enquiry	Evidence	Gaps in assurance	Mitigating actions
<p>Systems and processes are in place to ensure:</p> <ul style="list-style-type: none"> patients with possible or confirmed COVID-19 are isolated in appropriate facilities or designated areas where appropriate areas used to cohort patients with possible or confirmed COVID-19 are compliant with the environmental requirements set out in the current PHE national guidance patients with resistant/alert organisms are managed according to local IPC guidance, including ensuring appropriate patient placement 	<p>Patients with Covid 19 are isolated or cohorted in appropriate areas. Designated as red/yellow zones or individual rooms</p> <p>Defined areas agreed by Gold Command. Limited availability of isolation rooms (negative pressure)</p> <p>Patients with alert organisms managed according to IPC guidance, as usual. Monitored and data available</p>		
8. Secure adequate access to laboratory support as appropriate			
Key lines of enquiry	Evidence	Gaps in assurance	Mitigating actions
<p>Systems and processes are in place to ensure:</p> <ul style="list-style-type: none"> testing is undertaken by competent and trained individuals patient and staff COVID-19 testing is undertaken promptly and in line with PHE and other national guidance screening for other potential infections takes place 	<p>Protocol and competency framework in place</p> <p>Screening undertaken for inpatients and pre-admission patients</p> <p>Staff screening records held by test and trace team</p> <p>Screening for MRSA, VRE, CPE in place.</p>	<p>Competency assessments stored on the ward (paper based system). Data available for competency managed by matrons.</p>	<p>Training of staff involved in swabbing has been completed.</p>

9. Have and adhere to policies designed for the individual's care and provider organisations that will help prevent and control infections

Key lines of enquiry	Evidence	Gaps in assurance	Mitigating actions
<p>Systems and processes are in place to ensure:</p> <ul style="list-style-type: none"> staff are supported in adhering to all IPC policies, including those for other alert organisms any changes to the PHE national guidance on PPE are quickly identified and effectively communicated to staff all clinical waste related to confirmed or possible COVID-19 cases is handled, stored and managed in accordance with current national guidance PPE stock is appropriately stored and accessible to staff who require it 	<p>Training and education undertaken. Records held by education team</p> <p>PHE updates communicated via command structure</p> <p>Waste policy in place</p> <p>PPE supplies managed by dedicated team who supply individual areas</p>		

10. Have a system in place to manage the occupational health needs and obligations of staff in relation to infection

Key lines of enquiry	Evidence	Gaps in assurance	Mitigating actions
<p>Systems and processes are in place to ensure:</p> <ul style="list-style-type: none"> staff in 'at-risk' groups are identified and managed appropriately, including ensuring their physical and psychological wellbeing is supported staff required to wear FFP reusable respirators undergo training that is compliant with PHE national guidance 	<p>Robust staff welfare systems in place including at risk groups Risk assessments have been undertaken Protocol in place for reusable respirators. Register of staff maintained. Fit testing monitored by Silver and Gold meetings for compliance and actioning any gaps.</p>		

<p>and a record of this training is maintained</p> <ul style="list-style-type: none"> consistency in staff allocation is maintained, with reductions in the movement of staff between different areas and the cross-over of care pathways between planned and elective care pathways and urgent and emergency care pathways, as per national guidance all staff adhere to national guidance on social distancing (2 metres) wherever possible, particularly if not wearing a facemask and in non-clinical areas consideration is given to staggering staff breaks to limit the density of healthcare workers in specific areas staff absence and wellbeing are monitored and staff who are self-isolating are supported and able to access testing staff who test positive have adequate information and support to aid their recovery and return to work 	<p>Unable to completely segregate planned and elective care pathways and urgent and emergency care patients due to limited bed capacity.</p> <p>Reviews have been undertaken and risk assessments in place to enable social distancing where possible. Facemasks, available in all areas</p> <p>Regular update reports provided to Bronze Command</p> <p>Staff testing guidance / FAQs produced by swabbing team Staff who test positive supported as per normal sickness process by line managers with additional support provided by HR/OH as required</p>	<p>Pathways for patients continually under review.</p>	<p>Every effort made to reduce patient and staff moves</p> <p>Audits carried out daily by matrons and daily 15.00 Silver meeting with all managers to report on compliance</p>
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