

Infection Prevention and Control

Policy Number	5.070
Policy Function	Safe Practice and Environment
Issue Date	15 February 2019
Summary	This policy highlights relevant procedures which enable staff to comply with infection prevention and control standards according to legislation and NSW Ministry of Health policy directives.
Responsible Officer	Executive Director Clinical Operations
Applicable Sites	<input checked="" type="checkbox"/> Administration Centres <input checked="" type="checkbox"/> Community Sites (e.g. Court Liaison Service, Community Integration Team, etc.) <input checked="" type="checkbox"/> Health Centres (Adult Correctional Centres or Police Cells) <input checked="" type="checkbox"/> Health Centres (Juvenile Justice Centres) <input checked="" type="checkbox"/> Long Bay Hospital <input checked="" type="checkbox"/> Forensic Hospital
Previous Issue(s)	Policy 5.070 (December 2015; July 2012; March 2011; May 2006)
Change Summary	<ul style="list-style-type: none">• <i>Updated relevant NSW Ministry of Health policy directives</i>• <i>Updated position titles</i>
HPRM Reference	POLJH/5070
Authorised by	Chief Executive, Justice Health and Forensic Mental Health Network

1. Preface

Effective infection prevention and control is paramount to prevent, manage and control healthcare associated infections (HAIs) including communicable diseases in order to minimise the adverse health impacts and reduce the burden of HAIs and communicable diseases on staff and patients.

Justice Health and Forensic Mental Health Network (the Network) staff have a duty of care to take all reasonable steps to safeguard patients, staff and visitors from acquiring an infection.

This policy highlights relevant procedures which enable staff to comply with infection prevention and control standards and applies to Network staff who provide care for any patient in a health centre, unit, cell, hospital or other location, and when providing first aid to a staff member, Corrective Services NSW (CSNSW) staff or a visitor.

2. Policy Content

2.1 Mandatory Requirements

The [Health Practitioner Regulation National Law \(NSW\)](#) provides infection control standards for medical practitioners, nurses, midwives, pharmacists, physiotherapists, and podiatrists. [The Dental Board of Australia](#) provides the infection control code for dentists, dental therapists, dental hygienists, dental prosthetists and oral health therapists. Under these standards a healthcare professional must not, without "reasonable excuse", fail to comply with the infection control standards.

NSW Ministry of Health (the Ministry) organisations and health workers are obliged to comply with relevant Australian Standards with which this policy is consistent.

The Ministry policy directive [PD2017 013 Infection Prevention and Control Policy](#) outlines the mandatory infection prevention and control requirements for NSW Public Health Organisations. The policy must be read in conjunction with the [Infection and Prevention Control Practice Handbook](#) and the [JH&FMHN Infection Prevention & Communicable Diseases Resource](#).

2.2 Implementation - Roles & Responsibilities

2.2.1 Chief Executive

- Must provide managers with the resources to support compliance with this policy and its associated procedures.

2.2.2 Executive Director Clinical Operations

- Must review all reported incidents of non-compliance with this policy.

2.2.3 Managers

- Must ensure compliance with this policy and its associated procedures.
- Must bring this policy and its associated procedures to the attention of all Network staff.
- Nursing Unit Managers are responsible for ensuring the [JH&FMHN Infection Prevention & Communicable Diseases Resource](#) is located and available in all clinical areas and is readily accessible by Network staff.

- Managers are responsible for ensuring day-to-day implementation, supervision and compliance with evidence based infection prevention and control work practices and procedures.
- Managers must provide necessary and in some cases safety engineered equipment, items and consumables, which will enable staff to comply with infection prevention and control standards. Managers are required to ensure staff are provided with relevant information, instruction and training for necessary clinical equipment and items.

2.2.4 Clinical Nurse Consultant Infection Prevention & Communicable Diseases

- The Clinical Nurse Consultant Infection Prevention & Communicable Diseases (CNC IP&CD) will provide active support and expert advice to all Network staff for the implementation of this policy.
- The CNC IP&CD is responsible for the planning, development, implementation and evaluation of all facets of the infection prevention and control and communicable diseases program in the Network. The CNC IP&CD is responsible for managing and providing infection prevention best practice advice and education to Network staff in response to identified infection prevention priorities and communicable disease outbreaks.
- The Network infection prevention and control and communicable diseases risk management program will be coordinated by the CNC IP&CD. Strategies to monitor the effectiveness of the program may include on-site inspections, audits and reviews of reported incidents. The CNC IP&CD will submit reports via the Service Director Population Health to the relevant Executive Director.
- The CNC IP&CD should liaise with all directorates as an expert consultant on matters relating to infection prevention and control procedures, communicable disease management including investigation and surveillance, and, practices and strategies to ensure appropriate procedures are followed to mitigate any identified infection related risks to staff, patients and partner organisations.

2.2.5 Network Staff

- Must comply with this policy and its associated procedures.
- Staff must cooperate with Network managers and not place anyone at risk of infection by their acts or omissions. Staff must inform their manager of any issues concerning access to and training in the use of the equipment and consumables that enable them to comply with infection control standards.

3. Procedure Content

3.1 The Network Infection Prevention & Communicable Diseases Resource

- The purpose of the [JH&FMHN Infection Prevention & Communicable Diseases Resource](#) is to provide current and evidence based guidelines and information to Network staff about safe work practices to minimise the risk to staff and patients from acquiring a HAI or communicable disease.

3.2 Surveillance for Healthcare Associated Infections

- Surveillance of HAIs is mandatory and is monitored and reviewed by the CNC IP&CD.
- The HAI data for the Network is reported every month to the NSW System Information & Analytics Branch and submitted via the Service Director Population Health to the relevant Executive Director.

3.3 Education and Training

- All clinical staff must attend the Population Health presentation at Orientation and must complete any Health Education and Training Institute (HETI) mandated online courses pertaining to infection prevention and control.

3.4 Equipment and Consumables

- The Network should obtain infection prevention and control expert advice for clinical products (equipment, items and consumables) and chemicals products (such as hand hygiene products and disinfectants used for cleaning clinical items and the patient or health centre environment) through the membership of the CNC IP&CD on the Network's Equipment Products and Imprest Committee.

3.5 Occupational Exposures to Blood and/or Body Substances

- All Network staff must comply with policy [5.100 Occupational Exposure Management](#).
- Network staff who sustain an occupational exposure resulting from direct contact with blood and or other body substances must immediately perform First Aid then promptly report the incident and be offered timely and confidential assessment to determine the risk of acquiring a blood borne virus.
- The occupational exposure incident must be reported on the Staff, Visitor, Contractor form in the Incident Information Management System (IIMS).
- The confidentiality of information pertaining to the staff member and patient must be maintained.

3.6 Infection Prevention and Partner Agencies

3.6.1 Policies and procedures

- Corrective Services NSW (CSNSW), Juvenile Justice NSW (JJNSW) and appointed private operators have their own infection prevention and control policies, procedures and equipment for their staff/workers, inmates and detainees.
- The Network must liaise with CSNSW, JJNSW, private operators, NSW Police and appointed contractors (e.g. Medirect) in regards to cleaning, waste management, food and linen services and the construction and refurbishment of health centres and associated environments.
- Contractors must provide services that comply with the relevant national and NSW legislation and the Ministry's policy directive [PD2017 013 Infection Prevention and Control Policy](#).

3.6.2 Demolition, refurbishment and construction

- Safety in design is critical in the planning phase of a healthcare facility and must be incorporated into plans and specifications. All areas of a healthcare facility must be designed, constructed, furnished and equipped to minimise the risk of transmission of infection.
- The CNC IP&CD must be involved in the planning and building stages of any demolition, refurbishment and construction activity.
- During the planning stage, the CNC IP&CD should assist with safety in design with the aim to identify opportunities to prevent the transmission of pathogenic microorganisms during construction activities and identify opportunities to implement engineering and environmental controls for better infection prevention and control in any facility that will be built, repaired or renovated.

- Building contractors, engineers and any other individuals involved in construction activity should comply with infection prevention and control requirements, as determined by the Network, when on site. A notification and remediation process must be implemented to address any breaches in infection prevention and control that have arisen during construction activity.
- The Network must ensure compliance with the [Australasian Health Facility Guidelines Part D Infection Prevention and Control](#).

3.6.3 Environmental cleaning

- Health centre managers must identify all areas within each health facility that require cleaning, and to ensure that the environmental cleaning and auditing of those areas are in accordance with Network's policy [5.037 Environmental Cleaning Policy JH&FMHN](#).
- Cleaning procedures, equipment, consumables and chemicals must comply with [PD2012 061 Environmental Cleaning Policy](#) regardless of whether the cleaner is an employee, an inmate or a contractor.
- CSNSW must provide equipment, chemicals and personnel for cleaning in the adult health centres.
- JJNSW must provide equipment, chemicals and personnel for cleaning in the adolescent health centres.
- The Network must provide equipment, chemicals and personnel for cleaning in Long Bay Hospital and Silverwater Women's Correctional Centre.
- The appointed contractor must provide equipment, chemicals and personnel for cleaning in the Forensic Hospital.
- All cleaning personnel must receive appropriate and adequate training in environmental cleaning processes to undertake their activities in a manner that is safe and without risk to their health and safety.

3.6.4 Waste management

- Waste management, including clinical waste and sharps disposal, is described in the Network's [5.175 Waste Management Procedure Manual](#).

3.6.5 Food services

- Food services to adult in-patients must be provided by CSNSW or Medirest.

3.6.6 Laundry and linen services

- Laundry and linen services for facilities managed by the Network are provided by CSNSW, JJNSW and Medirest (for the Forensic Hospital) in accordance with the [AS/NZ 4146:2000 Laundry Practice](#).
- Handling and disposal of used linen in facilities managed by the Network is described in the [Infection and Prevention Control Practice Handbook](#) section 4.9.3.

3.7 Oral Health

- [The Dental Board of Australia](#) provides the infection control code of practice for dentists, dental therapists, dental hygienists, dental prosthetists and oral health therapists.

4. Definitions

Healthcare associated infection

Healthcare associated infections (HAIs) are infections that occur as a result of healthcare interventions. The infection may manifest before or after discharge from a healthcare setting.

Must

Indicates a mandatory action required to be complied with.

Should

Indicates a recommended action to be followed unless there are sound reasons for taking a different course of action.

5. Legislation and Related Documents

Legislation	<i>Health Practitioner Regulation National Law (NSW)</i>
	<i>The Dental Board of Australia</i>
The Network Policies and Procedures	<i>JH&FMHN Infection Prevention & Communicable Diseases Resource</i>
	<i>5.100 Occupational Exposure Management</i>
	<i>5.037 Environmental Cleaning Policy JH&FMHN</i>
	<i>5.175 Waste Management Procedure Manual</i>
NSW Ministry of Health Policies and Procedures	<i>PD2017_013 Infection Prevention and Control Policy</i>
	<i>PD2012_061 Environmental Cleaning Policy</i>
Clinical Excellent Commission	<i>Infection and Prevention Control Practice Handbook</i>
Other	<i>AS/NZ 4146:2000 Laundry Practice</i>