

Huntingdon Road Surgery

Infection Control Meeting

16.7.14

Minutes

Present: DMH (IPC Lead); Jane Marchant (Lead Nurse); Sarah West (Practice Manager)

1. Feedback from DMH meeting with Belinda

- DMH met with IPC nurse Belinda last week for update and discussion re learning points from CQC visits locally

2. Cleaning rotas / Trojan

- SGJW presented the current cleaning rotas which are kept in the upstairs cleaning cupboard by the patient toilet.
- A potential omission re high level cleaning in some clinical rooms was spotted
- Deep cleaning of clinical rooms still needs to be finalised

**SGJW to d/w Trojan:
high level cleaning
Deep cleaning**

- SGJW currently performs spot checks to ensure Trojan are cleaning to agreed standard. The Trojan managers also perform regular unannounced spot checks. It was agreed that these were appropriate means to ensure adequate adherence to agreed cleaning standards.

DMH to write this in IPC policy

3. Review of IPC Policy

- Should include details of specialist infection control nurses

DMH to confirm

4. Waste Management Policy

- Needs to be reviewed and published. The ongoing issue which needs to be resolved is how to manage requests from patients who wish to hand use sharps bins in at reception.

JM to consider options

5. IPC Training

- Training will now consist of:
 - Annual face-2-face hand hygiene training by DMH for ALL STAFF
 - Hand hygiene training will also be given at induction. If DMH is not available at the time a practice nurse may do this in his absence.
 - Annual on-line infection control training at “skills for health”
 - Non-clinical staff – level 1
 - Clinical staff – level 2
 - Periodic presentations to all staff on salient IPC issues at the clinical governance afternoons
- Training records will be kept by the administrative team
- Training will be given and requirements explained at the staff clinical governance training afternoon tomorrow afternoon and a follow-up email sent by DMH to all staff tomorrow.

DMH to inform staff and update IPC policy

6. IPC Audit – Sharps handling in the practice

We recognise the issue with sharps bins over the reception desk and identified that this would be an interesting area to audit. We plan to audit our handling of sharps within the practice in

order to see if we need to modify our practice to reduce the risk of inoculation injury. We will use a standard set of audit criteria given to us by the infection control team and review the results at the next meeting.

JM to perform data collection

ANY OTHER BUSINESS

None

Dates for Diary

Date of review of IPC Policy March 2015

Date of next IPC Meeting 22.10.14