



## Infection Control Annual Statement

July 2020

### Purpose

This annual statement will be generated each year 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: Angela Ward, Practice Manager (since February 2019) and Dr Sinéad Doherty, Business Director prior to February 2019.

Dr Nicholas Hillier commissioned an IPC assessment and training visit to The Walcote Practice from an IPC expert from West Hampshire CCG (WHCCG) in July 2015. An IPC expert from WHCCG was invited to return for an update visit to The Walcote Practice in September 2017 & again in September 2019 to ensure continued optimal IPC practices. 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 at the monthly practice 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 1<sup>st</sup> June 2015. It is located in a serviced office building in Winchester city centre. The original 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 October 2018, a second consultation room was opened at the same premises by The Walcote Practice. This has been designed, fitted and equipped to the same standards.

In July 2015, Dr Nicholas Hillier commissioned an IPC assessment and training visit from Mr Matthew Richardson, an IPC expert from WHCCG. 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 WHCCG. 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 were 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.

Ms Vivienne O'Connor visited again in September 2019 and the practice was again found to be compliant in all areas, with several areas graded as outstanding. Some minor recommendations were made, all of which were implemented.

Management has carried out a series of IPC audits throughout the previous year, as described below:

Quarterly Audits of **Domestic & Clinical Cleaning** were undertaken by the Practice Administrator, Mrs Anne Newberry. Standards have been outstanding due to the engagement of a professional cleaning company who are highly trained by their own organisation, as well as undergoing training specific to The Walcote Practice with the Practice Manager.

An audit on **Asepsis** was undertaken by Angela Ward in September 2019. Best practice was being followed in all areas, therefore no changes were required.

Audits on **Hand Hygiene Environment, Observation and Technique** were undertaken by Angela Ward in September 2019. Good practice was being followed throughout.

Audits on **Standard Precautions and Contact (Isolation) Precautions** were undertaken by Angela Ward in November 2019. All precautions employed were compliant.

An audit on **Minor Surgery** was undertaken by Dr Nicholas Hillier in January 2020 looking at all minor surgery cases undertaken at The Walcote Practice in 2019. Over 524 procedures were conducted during this time. There were four minor post-operative wound infections observed or reported at first review (three minor), resulting in an infection rate of less than 1% which is excellent. All post-operative wound infections were treated with antibiotics and demonstrated good or fair wound healing.

An audit on **Phlebotomy and Sharps** was undertaken by Angela Ward in July 2019. 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 Angela Ward in June 2019. All practices were compliant.

An **Annual Infection Prevention and Control Audit** was undertaken by Angela Ward, Practice Manager, in May 2019. An overall compliance score of 97% was achieved in the audit. Current IPC practices have all been assessed and approved by Infection Control Experts from WHCCG.

The results of each of the above audits were discussed at the corresponding 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 updated. The appropriate measures for prevention/control/monitoring are in place, including clinical waste management.

**Curtain cleaning:** The Walcote Practice has replaced all the curtained privacy screens with wipeable screens which are cleaned regularly as part of our cleaning schedule. The window blinds are very low risk and therefore do not require a particular cleaning regime, other than regular vacuuming to maintain cleanliness.

**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 original consultation/ minor surgery room in line with the NHS Networks Infection Prevention Practice Checklist for Minor Surgery. These practices have been maintained. A second consultation room was opened in October 2018 at The Walcote Practice. This was designed, fitted and equipped to the same standards.

**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. The same practices have been implemented for the new consultation room.

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

**Portable Fans:** This risk assessment has been undertaken to ensure that, if required on hot days, any potential IPC risks are minimised.

**COVID-19:** A number of risk assessments were carried out at the start of and during the pandemic, as information became available to us. Many new practices were put in place to safeguard our patients and staff and these continue to be in place during this uncertain period. Our patients have been kept informed of these measures by email, our website, social media and in person. Please ask a member of staff if you have any queries about our safety measures.

## Training

Each team member receives 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 are also delivered throughout the year and training records kept.

## 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 2021

## Responsibility for Review

The Infection Prevention and Control Lead and the Practice Manager 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