IPC CQC Inspection Preparation Pack

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|  | The purpose of this pack is to support the registered manager with the evidence required to demonstrate Care Quality Commission (CQC) registration requirements and compliance with the [Health and Social Care Act 2008: code of practice on the prevention and control of infections and related guidance (Code of practice).](Health%20and%20Social%20Care%20Act%202008:%20code%20of%20practice%20on%20the%20prevention%20and%20control%20of%20infections%20-%20GOV.UK%20(www.gov.uk))  **Key Points**   * **Evidence required to demonstrate CQC registration requirements and compliance** * **Provide the evidence required to demonstrate compliance with the Code of practice and contains essential compliance resources** * **Preventing healthcare associated infections** |

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| **Section 1 CQC Requirements** | | |
| **Contents** | **Description** | **Action** |
| The code of practice, sets out the 10 criteria against which a registered provider will be judged on how it complies with the registration requirements related to Infection Prevention and control (IPC) | [code of practice, section 21 of the Health and Social Care Act](https://www.gov.uk/government/publications/the-health-and-social-care-act-2008-code-of-practice-on-the-prevention-and-control-of-infections-and-related-guidance/health-and-social-care-act-2008-code-of-practice-on-the-prevention-and-control-of-infections-and-related-guidance), | For reference |
| How CQC monitors, inspects and regulates adult social care services | [How we monitor, inspect and regulate adult social care services - Care Quality Commission (cqc.org.uk)](https://www.cqc.org.uk/guidance-providers/adult-social-care/how-we-monitor-inspect-regulate-adult-social-care-services) | For reference |
| Key lines of enquiry (KLOE), prompts and ratings characteristics for adult social care services | [Key lines of enquiry for adult social care services - Care Quality Commission (cqc.org.uk)](https://www.cqc.org.uk/guidance-providers/adult-social-care/key-lines-enquiry-adult-social-care-services) | For reference |
| Infection prevention and control in care homes (CQC) | [Infection prevention and control in care homes - Care Quality Commission (cqc.org.uk)](https://www.cqc.org.uk/guidance-providers/residential-adult-social-care/infection-prevention-control-care-homes) | For reference |
| How to get the most out of inspection (CQC) | [How to get the most out of inspection (cqc.org.uk)](https://www.cqc.org.uk/sites/default/files/20200708_how_to_get_the_most_out_of_inspection.pdf) | For reference |
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| **Section 2 Audit tools and policies** | | |
| **Contents** | **Description** | **Action** |
| Commode and commode pan compliance: Monthly Audit Tool for Care Homes | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit) | Audit to be undertaken monthly and record to be kept. |
| Environmental Audit Tool | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit) | Audit to be undertaken 1-3 monthly and a record to be kept. |
| Hand Hygiene Audit Tool | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit) | Audit to be undertaken monthly and a copy of the results should be kept locally |
| Mattress and Cover Audit Tool | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit) | Audit to be undertaken monthly and a copy of the results should be kept locally |
| Catheter Audit Tool | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit) | Audit to be undertaken monthly and a copy of the results should be kept locally |
| Laundry Audit Tool | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit) | Audit to be undertaken monthly and a copy of the results should be kept locally |
| Sluice Audit Tool | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit) | Audit to be undertaken monthly and a copy of the results should be kept locally |
| Maintenance Audit Tool | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit) | Audit to be undertaken monthly and a copy of the results should be kept locally |
| Nursing Home Audit Tool | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit) | For reference |
| Residential Audit Tool | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit) | For reference |
| IPC Policy | All settings should have an IPC policy this should include the chain of infection and the World Health Organisation (WHO) 5 moments of hand hygiene. | Should be accessible to all staff. |
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| **Section 3 Posters, notices, and guidance (please laminate for best practice)** | | |
| **Contents** | **Description** | **Action** |
| Personal Protective Equipment (PPE)  Donning and Doffing | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit)  [personal-protective-equipment-ppe.pdf (lancashire.gov.uk)](https://www.lancashire.gov.uk/media/937895/personal-protective-equipment-ppe.pdf) | Staff should complete compliance every month.  Display in appropriate areas |
| Cleaning colour code | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit) | Display in appropriate areas |
| World Health Organisation (WHO) 5 Moments of hand hygiene | [who 5 moments](https://cdn.who.int/media/docs/default-source/integrated-health-services-(ihs)/infection-prevention-and-control/hand-hygiene/your-5-moments-for-hand-hygiene-residential-care.pdf?sfvrsn=cc985f67_8) | Display in appropriate areas |
| Hand washing technique | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit) | Display in appropriate areas |
| Get smart hand washing poster | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/#audit) | Display in appropriate areas |
| Sharps Management | [sharps-management-policy.pdf (lancashire.gov.uk)](https://www.lancashire.gov.uk/media/937896/sharps-management-policy.pdf) | Display in appropriate areas |
| How to clean a bed pan manually | [manual-washing-of-bedpans-and-urinals.pdf (lancashire.gov.uk)](https://www.lancashire.gov.uk/media/937893/manual-washing-of-bedpans-and-urinals.pdf) | Display in appropriate areas |
| Cleaning spillages | [cleaning-spillages.pdf (lancashire.gov.uk)](https://www.lancashire.gov.uk/media/937886/cleaning-spillages.pdf) | Display in appropriate areas |
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| **Section 4 Outbreak Management** | | |
| **Contents** | **Description** | **Action** |
| Outbreak Management | [Outbreak management - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/outbreak-management/outbreak-management/) | We recommend that staff have access to an outbreak management file with guidance, contact details and line list forms. This will support staff if management are absent. |
| Local contact numbers for reporting outbreaks of infection and Infection Prevention and Control advice for Care Homes | **Cumbria and Lancashire Health Protection Team (HPT)**  UKHSA North West Lancashire County Council, Pitt Street Reception, County Hall Preston PR1 8XB  Telephone: 0344 225 0562  Out of hours for health professionals requesting urgent advice: 0344 225 0562  Email: [clhpt@ukhsa.gov.uk](mailto:clhpt@ukhsa.gov.uk)  **Lancashire County Council Infection Prevention and Control Team**  [infectionprevention@lancashire.gov.uk](mailto:infectionprevention@lancashire.gov.uk) | Display a copy in appropriate areas, e.g., office, on the IPC noticeboard.  It is important to contact the IPC team to report any incident or outbreak. This will allow us to give guidance and support throughout the outbreak. |
| Chain of Infection | [Infection prevention resources - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/adult-and-social-care-settings/infection-prevention-resources/) | Staff should regularly recap knowledge; this can be a topic for team meetings. This can also be found in the IPC policy. |
| Diarrhoea and vomiting | [Diarrhoea and vomiting (D&V) - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/outbreak-management/diarrhoea-and-vomiting/) | For reference |
| Acute Respiratory Infection | [PHE document (lancashire.gov.uk)](https://www.lancashire.gov.uk/media/939106/ukhsa-nw-ari-care-home-resource-pack.pdf) | For reference |
| Scabies | [Scabies - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/outbreak-management/scabies/) | For reference |
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| **Section 5 Staff Training** | | |
| **Contents** | **Description** | **Action** |
| Mandatory training | All staff should complete mandatory training, this should include:   * IPC * Food Hygiene * Fire safety * Basic life support/first aid * Care Certificate / QCF Level 2 (or equivalent) * Dementia * Equality and diversity * Falls prevention * Health and safety * Medication * Mental Capacity and Liberty Safeguards * Moving and handling * Nutrition and hydration * Person centred care * Positive Behaviour Support (and non-restrictive practice) * Pressure area care * Prevent (Extremism and Radicalisation) * Oral health * Recording and reporting * Safeguarding (Including Whistle blowing) * Specific conditions / Specialist training where appropriate *e.g., Learning Disability and Autism, End of Life, Dementia, Diabetes, Epilepsy, Mental Health, Physical Intervention* | The Provider has a training plan and matrix which identifies the training that has taken place for a minimum of 80% of all staff and future training needs for the remaining 20% of staff. |
| Skills for care: infection, prevention, and control | [Infection, prevention and control (skillsforcare.org.uk)](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.skillsforcare.org.uk%2FSupport-for-leaders-and-managers%2FGood-and-outstanding-care%2Finspection-toolkit%2FTopic-recommendations.aspx%3Fkloe%3Dsafe-3%26topic%3Dinfection-prevention-and-control-1%26services%3Dresidential-homes-including-nursing-care-services-2%23gotab&data=05%7C02%7CEmma.Dawson%40lancashire.gov.uk%7Ca76dee282192468dc4d408dc53e5b55f%7C9f683e26d8b946099ec4e1a36e4bb4d2%7C0%7C0%7C638477493595276787%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=QuYSDxuEK1RrdqIjEsqV8HKQNilkSRC8irp0H2gq2jU%3D&reserved=0) | For reference |
| Does the setting have an IPC Champion? | The Aims for developing this role:  • To support the service in ensuring good infection prevention and control (IPC) practices are adopted and maintained in all clinical and non-clinical areas.  • To help create and maintain an environment which will reduce the risk of infection to residents/service users, their relatives, social care workers and healthcare workers. This will be achieved by using IPC knowledge and communication skills  [IPC care champions - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/ipc-care-champions/)  **Please also see below link for upcoming forums:**  [IPC forums - Lancashire County Council](https://www.lancashire.gov.uk/practitioners/health-and-social-care/infection-prevention-and-control/ipc-forums/) | We recommend appointing an IPC champion for the setting, this does not have to be the manager this can be anyone in the setting who has an interest in IPC. |
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| **Section 6 Admissions and risk assessments** | | |
| **Contents** | **Description** | **Action** |
| Are residents admitted into the service safely? | * How are the risks of people catching or spreading infection assessed prior to admission? * What measures are in place to prevent people with a known or suspected infection from spreading it when they are admitted to the service from a health or social care service or from the community? * What measures are in place to prevent people who potentially have an infection from spreading it when they are admitted to the service from a health or social care service or from the community?   [inter-health-and-social-care-infection-control-transfer-form.pdf (lancashire.gov.uk)](https://www.lancashire.gov.uk/media/943344/inter-health-and-social-care-infection-control-transfer-form.pdf) | The provider carries out risk assessments prior to admitting people to the service. This includes factors that place someone at a higher risk of catching or spreading infection. For example, they have symptoms of infection, have been exposed to known infection or personal factors such as vaccination status, immune status, medications that impact immune response, invasive devices such as catheters or wounds. Risk assessments should also include a person’s ability to understand and carryout IPC measures, such as hand washing. Risk assessments are kept under review. |
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| **Section 7 Infection and control Guidance** | | |
| **Contents** | **Description** | **Action** |
| Infection prevention and control: resource for adult social care | Infection prevention and control: resource for adult social care - GOV.UK (www.gov.uk) | For reference |
| National infection prevention and control | [NHS England » National infection prevention and control](https://www.england.nhs.uk/publication/national-infection-prevention-and-control/) | For reference |
| [Prevention and control of infection in care homes: an information resource](https://assets.publishing.service.gov.uk/media/5a7b9a14e5274a7202e183b0/Care-home-resource-18-February-2013.pdf) | [Care homes: infection prevention and control - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/infection-prevention-and-control-in-care-homes-information-resource-published) | For reference |
| Helping to prevent infection | [Helping to prevent infection | Quick guides to social care topics | Social care | NICE Communities | About | NICE](https://www.nice.org.uk/about/nice-communities/social-care/quick-guides/helping-to-prevent-infection) | For reference |
| Immunisation against infectious disease | [Immunisation against infectious disease - GOV.UK (www.gov.uk)](https://www.gov.uk/government/collections/immunisation-against-infectious-disease-the-green-book) | For reference |
| Health and Social Care Act 2008: code of practice on the prevention and control of infections | [Health and Social Care Act 2008: code of practice on the prevention and control of infections - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/the-health-and-social-care-act-2008-code-of-practice-on-the-prevention-and-control-of-infections-and-related-guidance) | For reference |
| The Yellow Card scheme: guidance for healthcare professionals, patients and the public | [The Yellow Card scheme: guidance for healthcare professionals, patients and the public - GOV.UK (www.gov.uk)](https://www.gov.uk/guidance/the-yellow-card-scheme-guidance-for-healthcare-professionals) | For reference |
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