



## Infection Control Annual Statement Report

23<sup>rd</sup> December 2021

### Purpose

This annual statement will be generated each year in December 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. The report will be published on the practice website and will include the following summary:

- 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 the 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 lead for infection prevention and control at Whitby Group Practice is Mell Dunwell, Senior Practice Nurse

The IPC lead is supported by Alison Featherstone, Practice Manager

#### a. Infection transmission incidents (significant events)

Significant events involve examples of good practice as well as challenging events.

Positive events are discussed at meetings to allow all staff to be appraised of areas of best practice.

Negative events are managed by the staff member who either identified or was advised of any potential shortcoming. This person will complete a Significant Event Analysis (SEA) form that commences an investigation process to establish what can be learnt and to indicate changes that might lead to future improvements.

All significant events are reviewed and discussed at several meetings each month. Any learning points are cascaded to all relevant staff where an action plan, including audits or policy review, may follow.

In the past year there have been zero significant events raised that related to infection control. There have also been zero complaints made regarding cleanliness or infection control.

#### b. Infection prevention audit and actions

The annual infection control audit took place December 2021. Audits are carried out every six months

Every clinical, non-clinical room and patient waiting areas were inspected by the IPC lead and the practice manager using a comprehensive checklist. Any areas identified for renewal or fixing are added to the premise's maintenance log. Any areas that require further cleaning are written up in the cleaners book. and an action plan drawn up with areas of improvement required.

The following points were identified:

- Cloth clinician chairs replaced with wipeable chairs. They are still some to replace which will be replaced over the coming months.
- Carpet in meeting room to replace (to action)
- Eye room shelving required cleaning. Cleaners notified.
- Dust on top shelf in nurse room 6. Cleaners notified.
- Privacy curtain in treatment room not dated. Rectified by lead nurse
- All stainless-steel trolleys are rusting. All replaced.
- Sink in nurse room 2 needs silicone. Work has been carried out.
- Nurse room 3 and 4 required tidying.
- Finance office to de-clutter. Staff member de-cluttered room.
- Rail dusty in surgery 8. Cleaners notified.

**c. Risk assessments**

Risk assessments are carried out so that any risk is minimised to be as low as reasonably practicable. Additionally, a risk assessment that can identify best practice can be established and then followed.

In the last year, the following risk assessments were carried out/reviewed:

- General health & safety
- Covid 19 staff and general procedures
- COSHH
- Cleaning standards
- Fire safety
- Legionnaire's disease
- Staff vaccinations
- Display Screen Equipment

**d. Training**

In addition to staff being involved in risk assessments and significant events, at Whitby Group Practice all staff and contractors receive IPC induction training on commencing their post. Thereafter, all staff receive refresher training annually.

**e. Policies and procedures**

The infection prevention and control related policies and procedures that have been written, updated or reviewed in the last year include, but are not limited, to:



- Infection Prevention Control
- Cleaning Standards and Schedule
- Safe water
- Health & Safety
- Staff Immunisation
- Staff Occupational Health
- Accident Reporting

Policies relating to infection prevention and control are available to all staff and are reviewed and updated annually. Additionally, all policies are amended on an ongoing basis as per current advice, guidance and legislation changes.

**f. Responsibility**

It is the responsibility of all staff members at Whitby Group Practice to be familiar with this statement and their roles and responsibilities under it.

**g. Review**

The Practice Manager and IPC lead are responsible for reviewing and producing the annual statement.

This annual statement will be updated on or before December 2022

**Signed by**

*A Featherstone*

Alison Featherstone  
Practice Business Manager  
For and on behalf of Whitby Group Practice