

INFECTION PREVENTION CONTROL STATEMENT

Person responsible for review of this protocol: Rianna Oliver

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1 Introduction

1.1 Policy statement

In accordance with [The Health and Social Care Act 2008](#), Brockham Medical Practice is committed to the prevention of healthcare associated infection and patient safety is of the utmost priority. Good management and organisational processes are crucial to ensure that high standards of infection prevention (including cleanliness) are maintained.

Between 01/07/2024 and 01/07/2025 this practice ensured that it maintained compliance with the HSCA 2008 for infection control and cleanliness.

An example IPC Annual Statement is detailed at Annex A.

1.2 Status

This document and any procedures contained within it are non-contractual and may be modified or withdrawn at any time. For the avoidance of doubt, it does not form part of your contract of employment.

1.3 Training and support

The practice will provide guidance and support to help those to whom it applies to understand their rights and responsibilities under this policy. Additional support will be provided to managers and supervisors to enable them to deal more effectively with matters arising from this policy.

2 Scope

2.1 Who it applies to

This document applies to all employees of the practice, other individuals performing functions in relation to the practice, such as agency workers, locums, and contractors.

2.2 Why and how it applies to them

Infection prevention control is the responsibility of all staff at Brockwood Medical Practice. All personnel are to be fully au fait with the guidance given in the policies associated with this statement.

The practice aims to design and implement policies and procedures that meet the diverse needs of our service and workforce, ensuring that none are placed at a disadvantage over others, in accordance with the Equality Act 2010. Consideration has been given to the

impact this policy might have in respect to the individual protected characteristics of those to whom it applies.

3 Infection Prevention Control Statement

3.1 Infection Prevention Control (IPC) lead

At Brockwood Medical Practice the IPC lead is Practice Nurse Rianna Oliver.

3.2 Responsibilities

The IPC lead is responsible for promoting good infection control practice within Brockwood Medical Practice. They are to ensure that:

- They provide timely advice to colleagues, service users and relatives (where applicable)
- Training is provided regarding the standard principles of infection prevention control, specifically training in hand decontamination, the use of PPE and the safe use of and disposal of sharps (this list is not exhaustive)
- Appropriate supplies of sharps containers, PPE and materials for hand decontamination are available

3.3 Risk Assessments

Risk assessments are undertaken to control risks in the workplace¹. Between January and July. the following risk assessments were completed:

- Hand hygiene Audit
- Implementation audit workbook updated
- NHS England IPC monitoring audit tool

3.4 Recommendations

Following the above risk assessments, the following recommendations were made/actions taken:

- Infection control PPE boxes available at each reception for patients who identify themselves as infectious.
- Posters directing patients to alert reception if they believe they are infectious

¹ [Controlling the risks in the workplace](#)

- We have changed our clinical waste to yellow bins and we have orange bags in each nurses room with zip tie for any infectious waste to be removed immediately and placed into the external clinical waste bin to limit exposure.

3.5 Significant events

Significant event analysis (SEA) is a learning process for the whole practice, as significant events can reflect good as well as poor practice. In relation to infection control, this practice has raised 3 significant events between 01/07/2024 and 01/07/2025.

3.6 Audit

Audit is an essential component of any infection prevention and control strategy². At Brockham Medical Practice, 18 audits were carried out between 01/07/2024 and 01/07/2025. The key findings of these audits were:

- New Trolley needed in the nurses room, in North Holmwood practice.
- Bins that were not functioning effectively (pedal wasn't working)
- Mouse mat at Newdigate Practice, room 1, had cracks and foam was an infection risk
- Desks in multiple rooms had chipped, exposing broken splintered wood, no liner wipeable and high risk for infection.

The IPC lead can provide further detailed information regarding the audits and subsequent action plans.

- New Trolley for the nurses room at North Holmwood practice.
- Replaced bins that were no longer functioning effectively
- New mouse mat at Newdigate Practice, room 1.
- Desks repaired in multiple rooms with Caulk strip sealant, waterproof tape.

3.7 Guidance documentation and policies

Brockham Medical Practice refers to the following guidance documentation and policies which are related to infection prevent and control:

- [Health and Social Care Act 2008: code of practice on the prevention and control of infections and related guidance - GOV.UK](#)
- [NHS England » National standards of healthcare cleanliness 2025](#)
- Infection Control Policy – Practice area>public folder>TEAMNET>POLICIES>Infection control Policies and info >infection control policies> infection prevention and control policy

² [Infection Prevention and Control Audits](#)

- Infection Control Inspection Checklist– Practice area>public folder> Infection Control >implementation-workbook- FR4 and FR6
- Infection Control Protocol- Practice area>public folder> Infection Control >NHS-England-standard-IPC-monitoring-tool 1

3.8 Summary

All staff undertake infection prevention and control training and are committed to maintaining high standards of infection prevention and cleanliness within Brockwood Medical Practice.

Regular training, audits and reviews are key to the prevention of healthcare associated infection.

Annex A –Infection Control Annual Statement

Brockwood Medical Practice

July 2025

Purpose

This annual statement will be generated each year in January 2025 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 Brockwood Medical Practice is Practice Nurse Rianna Oliver.

The IPC Lead is supported by Jacqueline Cooper

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 in 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 3 significant events raised that related to infection control. There have also been 0 complaints made regarding cleanliness or infection control.

b. Infection prevention audit and actions

These can be found in: Practice area>public folder> Infection Control > then select which audit you would like to review

- We have a legionella audit. We send away water samples to get tested
- Internal audits can be found on TeamNet including
- Cleaning audits with our external company: Rascal
- Building site infection control audits

Audits are carried out if there are any changes within the practice, we recently had building work carried out in the practice. An audit and risk assessment is carried out to ensure safety of patients, staff and external team.

Audits are completed 6monthly for infection control or sooner if indicated.

Staff are reminded to keep up to date with all mandatory training.

Hand washing audit is completed yearly.

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 which can identify best practice can be established and then followed.

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

- General IPC risks
- Staffing, new joiners and ongoing training
- COSHH
- Cleaning standards
- Curtain cleaning or changes
- Staff vaccinations
- Infrastructure changes
- Sharps
- Water safety
- Toys

In the next year, the following risk assessment will also be reviewed:

- General IPC risks
- Staffing, new joiners and ongoing training
- COSHH
- Cleaning standards
- Curtain cleaning or changes
- Staff vaccinations
- Infrastructure changes
- Sharps
- Water safety
- Toys

These can be found via teamnet>management>risk management> then select which risk assessment you would like to review.

d. Training

In addition to staff being involved in risk assessments and significant events, at Brockwood Medical Practice all staff and contractors receive IPC induction training on commencing their post. Thereafter, all staff receive refresher training annually and are reminded of this via their team net homepage.

Various elements of IPC training in the previous year have been delivered at the following times:

- Educational meetings
- Nurse meetings
- PLT meetings

e. Policies and procedures

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

Practice area>public folder>TEAMNET>POLICIES>Infection control Policies and info >infection control policies> infection prevention and control policy

Practice area>public folder> Infection Control >implementation-workbook- FR4 and FR6

Practice area>public folder> Infection Control >NHS-England-standard-IPC-monitoring-tool 1

Practice area>public folder>TEAMNET>SOP> select which standard and procedure is required.

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.

Responsibility

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

Review

The IPC Lead and Jacqueline Cooper, premises administrator, are responsible for reviewing and producing the annual statement.

This annual statement will be updated on or before July 2025

Signed by



Rianna Oliver
For and on behalf of Brockwood Medical Practice