



## HOMES AND SENIORS SERVICES

### **POLICY & PROCEDURE NUMBER: 1.2**

**DEPARTMENT:** *Infection Control*

**SUBJECT:** *Infection Control Committee*

**APPROVAL DATE:** April 2004

**REVISION DATE:** April 2007; March 2016 & 2017

**REVIEW DATE:** November 2018

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### **POLICY:**

Elgin County Homes will have an Infection Prevention and Control Committee that will meet regularly to review surveillance activities, and to provide support and direction to the Homes.

### **COMMITTEE TERMS OF REFERENCE:**

#### **1. MEETINGS**

The Infection Control Committee, as part of the Professional Advisory Committee (PAC), will meet at least quarterly and as necessary at the call of the chair.

#### **2. MEMBERSHIP**

The committee will be interdisciplinary and will be chaired by a designated health care Professional with education and experience in infection prevention and control practices.

Membership will include:

Manager of Resident Care  
Manager of Support Services  
Resident Care Coordinator  
Director of Seniors Services/Administrator (as needed)  
Public Health  
Medical Director  
Pharmacist  
Adhoc members: Registered Dietitian, Registered Nurse/Registered Practical Nurse, Personal Support Workers, housekeeping/laundry, dietary and recreation.

#### **3. MINUTES**

An agenda will be circulated prior to each meeting  
Minutes of the meetings will be distributed to members and others as appropriate

#### **4. ROLES AND RESPONSIBILITIES**

- Regularly review and make recommendations to policy direction, according to required legislation and/or public health guidelines.
- Support an ongoing program of awareness and practice measures to prevent or minimize the transmission of infections.



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- Develop and support an educational program in Infection Prevention and Control for staff members and residents of the Home.
  - Review Infection Control monitoring activities (i.e. surveillance).
  - Recommend and direct outbreak management activities as necessary, including recommendations for visitor instructions or restrictions and isolation procedures.
  - Evaluate and update the program at least annually and in accordance with evidence-based practices and, if there are none, in accordance with prevailing practices

#### **Additional duties of the committee shall be:**

1. Review and make recommendations on policies and procedures in relation to Infection Prevention and Control.
2. Make recommendations regarding visitor instructions/restrictions in special cases e.g. Influenza, communicable disease and/or enteric disease outbreaks
3. Review and support an educational program in Infection Prevention and Control for staff and residents of the Home
4. Daily monitoring to detect the presence of infection in residents of the long-term care home; and measures to prevent the transmission of infections.
5. Establish policies and procedures for the surveillance of Nosocomial Infections in the Home
6. Keeping monthly records of infection as a basis for determining remedial measures.
7. Monitor and review aseptic techniques and the hand hygiene program
8. Work collaboratively with the Joint Occupational Health and Safety Committee.
9. Record and retain minutes of each infection control meeting.

#### References:

Long-Term Care Homes Act, 2007

Ontario Regulation 79/10