



HOMES AND SENIORS SERVICES

POLICY & PROCEDURE NUMBER: 1.2

DEPARTMENT: *Infection Control Committee*

SUBJECT: *Infection Prevention and Control*

APPROVAL DATE: April 2004

REVISION DATE: March 2016 & 2017; Nov. 2022

REVIEW DATE: November 2018; December 2019; Dec. 2020

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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 staff, residents, support workers, volunteers and essential caregivers.

COMMITTEE TERMS OF REFERENCE:

1. MEETINGS

The Infection Control Committee, will meet at least quarterly and, on a more frequent basis during an infectious disease outbreak in the home.

2. MEMBERSHIP

The committee will be interdisciplinary and will be chaired by a designated infection prevention and control (IPAC) lead/program manager with education and experience in infection prevention and control practices.

Membership will include:

Infection Prevention and Control (IPAC) Program Manager – Chair
Manager of Resident Care

Manager of Support Services

Resident Care Coordinator

Education and Quality Improvement Co-ordinator

Administrator

Public Health representation – Medical Officer of Health/designate

Medical Director

Pharmacist

Adhoc members: Occupational Health and Safety Representation (Human Resources),
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



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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.
- Develop, review 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
- Ensure that the implementation and ongoing delivery of the IPAC program includes an ethical framework to inform decision-making.

Additional duties of the committee shall be:

1. Make recommendations regarding visitor instructions/restrictions in special cases e.g. Influenza, pandemic, communicable disease and/or enteric disease outbreaks
2. Daily monitoring to detect the presence of infection in residents/staff of the long-term care home; and measures to prevent the transmission of infections.
3. Keeping monthly records of infection as a basis for determining remedial measures.
4. Monitor and review aseptic techniques and the hand hygiene program
5. Work collaboratively with the Joint Occupational Health and Safety Committee.
6. Record and retain minutes of each infection control meeting.
7. Engagement with the Residents' Council and Family Council (at least quarterly) to seek advice on IPAC measures and their impacts on residents and families/caregivers.
8. Engagement with the Residents' Council and Family Council (at least quarterly) to seek IPAC program evaluation and quality activities and program improvements.

References:

Fixing Long-Term Care Act, 2021

Ontario Regulation 246/22

Infection Prevention and Control (IPAC) Standard for Long-Term Care Homes; April 2022