



HOMES AND SENIORS SERVICES

POLICY & PROCEDURE NUMBER: 1.6

DEPARTMENT: *Infection Control*

SUBJECT: *Education*

APPROVAL DATE: April 2004 **REVISION DATE:** March 2017; Dec. 2019; Nov. 2022

REVIEW DATE: November 2018; Dec. 2020

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POLICY:

To provide an education program for all staff to ensure that they have the knowledge and skills to maintain infection prevention and control measures.

PROCEDURE:

The Manager of Resident Care and IPAC Program Manager in collaboration with the Homes Education Co-ordinator will co-ordinate the development and provision of the annual (or more frequently in regards to evidence of emerging public health issues) education programs in infection prevention and control emphasizing the following:

- Routine Practices and Additional precautions
- Hand Hygiene
- Signs and symptoms of infectious diseases
- Use of personal protective equipment (PPE) including donning, doffing and selection
- Cleaning and disinfection practices
- Modes of transmission
- What to do if experiencing infectious disease
- Respiratory Etiquette
- Handling and disposing of biological and clinical waste including used PPE
- Immunization

Education will be offered to all staff including volunteers, physicians and other contracted providers. Non-staff (residents, visitors, family members, community and professional groups) will be offered appropriate education using a variety of venues such as, Infection Control Week/Health and Safety Week, poster displays, newsletters, online, etc. and include, but not be limited to, visitor policies, physical distancing, respiratory etiquette, hand hygiene, applicable IPAC practices appropriate to the level of risk, and proper use of PPE.

Public Health and other appropriate external partners (e.g. IPAC Hub) may be asked to participate in the development and provision of the Infection Prevention and Control education.



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Other topics of education will be provided on an as needed basis and as per policy and procedure updates to ensure staff are current on sector infection prevention and control prevailing and best practices.

As an example, the following chart demonstrates minimum guidelines as per Provincial Infectious Diseases Advisory Committee (PIDAC) related to Influenza.

References:

- Fixing Long-Term Care Act, 2021
- Ontario Regulation 246/22

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Box 3: Education for all Staff and Volunteers

Education for all Staff and Volunteers

Education/orientation programs for all staff and volunteers (as applicable) should include information on:

- The effectiveness, benefits and risks of influenza immunization.
- Information about respiratory virus (including influenza) morbidity, mortality, transmission, as well as:
- Prevention of influenza, and the requirement for annual influenza vaccination
- Mechanisms to reduce disease transmission, for example respiratory etiquette and hand hygiene
- Respiratory infection outbreak management and exclusion policies of the home:
- A review of policies related to staff and visitor illness recommendations (persons experiencing symptoms of respiratory illness should not be working/visiting the home).
- A review of influenza immunization and exclusion policies for staff.
- A review of influenza immunization policies and recommendations for family members and visitors (i.e. those experiencing symptoms of respiratory illness should not be visiting the LTCH).
- Respiratory etiquette.
- A review of IPAC core competencies and resources:
- Routine Practices and Additional Precautions, including use of personal protective equipment (PPE), cleaning and disinfecting requirements and environmental cleaning, as per PIDAC documents.
- Just Clean Your Hands, including your Four Moments for Hand Hygiene (HH).
- Chain of transmission: modes of infection transmission.

Education of Residents, Residents' Families, Private Pay Caregivers and Visitors

Topics to include in education programs for all residents, residents' families, private pay caregivers, and visitors:

- A review of influenza immunization policies and recommendations for residents' families, private pay caregivers, and visitors (i.e. those experiencing symptoms of respiratory illness should not be visiting the LTCH).
- Respiratory etiquette:
 - All individuals are advised to practice respiratory etiquette when coughing or sneezing:
 - I. Turn head away from others;
 - II. Cover the nose and mouth with tissue; or sneeze into your sleeve;
 - III. Discard tissues immediately after use into waste; and
 - IV. Perform hand hygiene (HH) immediately after disposal of tissues.

These are minimum requirements for education; the LTCH can provide more information, at their discretion.