



INFECTION CONTROL POLICY & PROCEDURE

Cleanliness and Infection control,

Infection control is the name given to a wide range of policies, procedures and techniques intended to prevent the spread of infectious diseases amongst staff and Service Users. All of the staff working in the Company is at risk of infection or of spreading infection, especially if their role brings them into contact with blood or bodily fluids like urine, faeces, vomit or sputum. Such substances may well contain pathogens that can be spread if staff does not take adequate precautions.

Policy Statement

EVOLVE believes that adherence to strict guidelines on infection control is of paramount importance in ensuring the safety of both Service Users and staff. It also believes that good, basic hygiene is the most powerful weapon against infection, particularly with respect to hand washing. The Company adheres fully to Department of Health **The Code of Practice for health and social care on the prevention and control of infections and related guidance** published in accordance with the **Care Standards Act 2008**, which relates to the degree to which staff and Service Users are protected by the Company's policies and procedures.

Aim

The aim of the Company is to prevent and the control of infection amongst staff, Service Users and the local community.

Goals

The goals of the Company are to ensure that:

- ❖ Service Users, their families and staff are as safe as possible from acquiring infections through work-based activities
- ❖ All staff at the Company is aware of, and put into operation, basic principles of infection control.

The Company will adhere to infection control legislation:

- ❖ The **Health and Safety at Work Act, etc 1974** and the **Public Health Infectious Diseases Regulations 1988**, which place a duty on the Company to prevent the spread of infection
- ❖ The **Reporting of Incidents, Diseases and Dangerous Occurrences Regulations 1995**, which place a duty on the Company to report outbreaks of certain diseases as well as accidents such as needle-stick accidents
- ❖ The **Control of Substances Hazardous to Health Regulations 2002(COSHH)**, which place a duty on the Company to ensure that potentially infectious materials within the Company are identified as hazards and dealt with accordingly
- ❖ The **Environmental Protection Act 1990**, which makes it the responsibility of the Company to instruct the relevant services of disposal of clinical waste safely.
- ❖ The **Food Safety Act 1990**.

PROCEDURE

EVOLVE believes that adherence to strict guidelines on infection control is of paramount importance in ensuring the safety of both Service Users and staff. It also believes that good, basic hygiene is the most powerful weapon against infection, particularly with respect to hand washing

The Company adheres fully to **The Code of Practice for health and social care on the prevention and control of infections and related guidance** published in accordance with the ***Outcome 8, Regulation 12 of the Health and Social care act 2008 (Regulated Activities) Regulations 2010***, which relates to the degree to which staff and Service Users are protected by the Company's policies and procedures.

In this Company the following points should be adhered to.

- ❖ All staff should, at all times, observe high standards of hygiene to protect themselves and their Service Users from the unnecessary spread of infection.
- ❖ All staff should adhere to the Company's hand washing policy and ensure that their hands are thoroughly washed and dried on arrival and before leaving a Service User's home, between seeing each and every Service User where direct contact is involved, after handling any body fluids or waste or soiled items, after handling specimens, after using the toilet and before handling foodstuffs; the Company believes that, consistent with modern infection control evidence and knowledge, hand washing is the single most important method of preventing the spread of infection.
- ❖ All staff should adhere to the Company's food hygiene training, and ensure that all food prepared in Service Users' homes for Service Users is prepared, cooked, stored and presented in accordance with the high standards required by the **Food Safety Act 1990**, the **Food Safety (General Food Hygiene) Regulations 1995** and the **Food Safety (Temperature Control) Regulations 1995**; any member of staff who becomes ill while handling food should report at once to his or her Manager or Supervisor. Staff involved in food handling who are ill should see their GP and should only return to work when their GP states that they are safe to do so.
- ❖ All staff should adhere to the Company's protective clothing policy and use the disposable gloves and disposable aprons which are provided for staff who is at risk of coming into direct contact with body fluids or who are performing personal care tasks.
- ❖ Staff should treat every spillage of body fluids or body waste as quickly as possible and as potentially infectious; they should wear protective gloves and aprons.
- ❖ Non-clinical waste should be disposed of in normal black plastic bags. Care Staff must alert the Company office if they are running out of gloves, disposable wipes or any protective equipment.
- ❖ In the event of a service user transferring to another provider, or requiring further support, admitted to hospital, transported in an ambulance or attends treatment in another health or adult social care setting, the manager should ensure information be shared regarding any infectious diseases ensuring that confidentiality is taken in to account.

Reporting

The **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995** (RIDDOR) oblige the Company to report the outbreak of notifiable diseases to the HSE. Notifiable diseases include: cholera, food poisoning, smallpox, typhus, dysentery, measles, meningitis, mumps, rabies, rubella, tetanus, typhoid fever, viral haemorrhagic fever, hepatitis, whooping cough, leptospirosis, tuberculosis and yellow fever.

Records of any such outbreak must be kept specifying dates and times and a completed disease report form must be sent to the HSE . In the event of an incident, Jacqueline Holroyd, Registered Manager is responsible for informing the HSE . RIDDOR forms are kept within the Office. In the event of the suspected outbreak of an infectious disease at the Company, the local Consultant in Communicable Disease Control or Communicable Disease Team should be contacted immediately.

Training

All staff will study the policy on Infection control as part of their Induction Process and receive Infection control training with the following learning outcomes:

- To understand the importance of Infection Control within your role
- What cross infection means
- Legislation, Policy & procedure surrounding the control of infection
- The causes & transmission of infection
- At risk groups
- Symptoms of infection
- Importance of Personal Hygiene
- Effective Hand Hygiene
- Importance of PPE (protective Personal Equipment)
- Definition of Waste
- Decontamination
- Control of Hazardous Substances

Review of this Procedure is completed periodically

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EVOLVE (Trading Name for EasyCare Ltd)