

# PRINCES GARDENS SURGERY

2a High Street, Aldershot, Hampshire, GU11 1BJ

## IPC Annual Statement Report

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19<sup>th</sup> June 2023

### Purpose

This annual statement will be generated each year in June, 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 carried out, 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 Princes Gardens Surgery Leigh-Anne David, Senior Practice Nurse.

The IPC lead is supported by Practice Business Manager.

#### 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 in 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 which 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 at 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 0 significant events raised which related to infection control. There have also been 0 complaints made regarding cleanliness or infection control.

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## **b. Infection prevention audit and actions**

The Annual Infection Prevention and Control audit was completed by Leigh-Anne David in June 2023. As a result of the audit, the following things have been changed in Princes Gardens Surgery:

- Weekly cleaning records changed to daily cleaning in consultation rooms.
- Hand hygiene posters updated and placed in every consultation room.
- Meeting with cleaning company supervisor to discuss areas for improvement.
- Cleaning responsibility list updated.
- IPC contact list made available to all clinicians.

An audit on hand washing is undertaken annually. Staff are regularly reminded and observed for correct hand washing techniques and application of hand sanitizing gel. No further actions were required.

The Princes Gardens Surgery plan to undertake the following audits in 2024:

- Annual Infection Prevention and Control audit
- Domestic Cleaning audit
- Hand hygiene audit

## **c. Risk assessments**

Risk assessments are carried out so that any risk is minimised and made to be as low as is reasonably practicable. Additionally, a risk assessment that can identify best practice can be established and then followed.

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

- Air-conditioning and Covid-19 risk assessment
- COSHH Audit 2023
- COSHH\_Liquid\_Nitrogen1
- Covid Risk Management in practice
- Emergency drugs risk assessment 2023
- External Inspection of Premises Checklist
- FIRE RISK ASSESSMENT
- First Aid risk Assessment
- Health & Safety risk-assessment-and-policy-template 2022
- Internal Inspection of Premises Checklist
- Lone working risk assessment template
- Manual handling pro forma admin
- Manual handling pro forma clinical
- Medical Gases Risk assessment
- RESUS EQUIP Risk assessment
- Risk Assessment - Fans and AC in clinical rooms.doc
- Safety-Checklist-for-general-practice-form
- Wheelchair risk Assessment
- work related stress risk assessment

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**Immunisation:** As a practice we ensure that all of our staff are up to date with their occupational health immunisations applicable to their role (i.e. Hepatitis B, MMR, tetanus, Seasonal Flu). We take part in the National Immunisation campaigns for patients and offer vaccinations in house and via home visits to our patient population. Mass flu clinics were run over Saturdays in October in a well-coordinated and efficient manner ensuring limited exposure time for patients.

**Toys:** All toys have been removed from the surgery waiting room and clinical rooms to reduce the risk of contamination and spread of infection.

**Cleaning specifications, frequencies and cleanliness:** We have added a cleaning specification and frequency policy posters in each consultation room to inform our patients of what they can expect in the way of cleanliness and as a reminder to staff of expected levels of hygiene. We also have a cleaning specification and frequency policy which our cleaners and staff work to. An assessment of cleanliness is conducted by the cleaning team and logged. This includes all aspects in the surgery including cleanliness of equipment.

**Hand washing sinks:** The practice has clinical hand washing sinks in every room for staff to use. We have replaced our liquid soap with wall mounted soap dispensers to ensure cleanliness. Hand sanitizing gel is available in every consultation room and throughout the surgery for both patients and staff to use.

**Curtains:** Updated guidance from the CQC (2019) regarding privacy curtains recommends curtains around examination couches may either be disposable or reusable. It is not mandatory to change or launder these curtains in general practice with any particular frequency. GP practices must however maintain a high standard of cleanliness and hygiene. To this effect at Princes Gardens Surgery we use disposable curtains and ensure they are changed every 6 months in the frequently used treatment rooms and annually or sooner if visibly soiled.

The window blinds are very low risk and therefore do not require a particular cleaning regime other than regular vacuuming to prevent build-up of dust.

**Legionella (Water) Risk Assessment:** The practice has conducted/reviewed its water safety risk assessment to ensure that the water supply does not pose a risk to patients, visitors or staff.

## **d. Training**

In addition to staff being involved in risk assessments and significant events, at Princes Gardens Surgery, all staff and contractors receive IPC induction training on commencing their post. Thereafter, all staff receive refresher training annually.

All our staff receives annual training in infection prevention and control. All staff completes online training through our Blue stream Academy software. All clinical staff participates in annual face to face training presentations, quizzes and demonstrations.

Leigh-Anne David has undertaken specialist training in Infection Prevention and control, and regularly attends IPC lead forum training sessions.

Dr Sibtain has maintained specialist training in joint injections and Dr Sonnenberg in implant and coil insertion and removal techniques. All clinical staff involved in aseptic procedures receives training annually and are assessed annually by the IPC lead.

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**e. Policies and procedures**

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 and are available on Teamnet for all staff to access.

**f. Responsibility**

It is the responsibility of all staff members at Princes Gardens Surgery to be familiar with this statement, and their roles and responsibilities under it.

**g. Review**

The IPC lead and Practice Business Manager are responsible for reviewing and producing the annual statement.

This annual statement will be updated on or before June 2024

**Signed by**

Leigh-Anne David  
For and on behalf of Princes Gardens Surgery