

SUBJECT: INFECTION PREVENTION AND CONTROL PROGRAM	REFERENCE #1001
DEPARTMENT: ORGANIZATIONWIDE	PAGE: 1 OF: 16
APPROVED BY:	EFFECTIVE: REVISED:

POLICY:

- _____ (organization name) Infection Prevention and Control Program shall ensure that this organization develops, implements and maintains an active, organizationwide program for the prevention, control and investigation of infections and communicable diseases in order to reduce the risks of endemic and epidemic infections in patients, visitors and healthcare workers, and to optimize use of resources.
- This hospital's Infection Prevention and Control Program shall be systematic, comprehensive and pro-active.
- The Infection Prevention and Control Program shall be a fundamental part of this organization's strategic and operational plans.
- Elements of the Infection Prevention and Control Program shall include:
 - Identifying risks in the healthcare organization through a risk assessment annually and when significant changes occur in the organization (See Infection Risk Assessment policy)
 - Implementing policies and procedures to reduce the likelihood and spread of infections
 - Responding to outbreaks
 - Communicating and educating staff, patients and visitors regarding infection control processes
 - Infection control processes for the Environment of Care
 - Employee health and safety

POSITION DESCRIPTION / PERFORMANCE EVALUATION

Job Title: Infection Preventionist

Supervised by: Chief Nursing Officer,
Infection Prevention and Control
Committee Chairperson

Prepared by: _____
Date: _____

Approved by: _____
Date: _____

Job Summary: Responsibilities include the identification, investigation, reporting, prevention and control of infections and communicable diseases within the organization, including both healthcare associated infections and community-acquired infections.

Knowledgeable of CDC guidelines and definitions of healthcare associated infections (HAIs), accrediting organization standards, federal and state regulations and national guidelines.

Collaborates with facility Leadership and healthcare providers responsible for inpatient and outpatient departments and services, as well as non-patient care support staff, i.e., Maintenance and Environmental Services staff. Assists with inservice programs related to infection prevention and control. Participates in the organization performance improvement program.

DUTIES AND RESPONSIBILITIES:

3 = Exceeds Performance 2 = Expected Performance 1 = Needs Improvement

Demonstrates Competency in the Following Areas:

Develops and maintains a system for identifying, reporting, investigating and controlling infections and communicable diseases of patients and staff.	3	2	1
Demonstrates comprehensive knowledge of the infection control process in the healthcare setting.	3	2	1
Assists in the development, implementation and improvement of infection prevention and control practices.	3	2	1
Develops and implements policies governing the prevention and control of infections and communicable diseases.	3	2	1
In collaboration with the Infection Prevention and Control Committee Chairperson, develops, reviews and/or revises and implements all department policies and procedures related to the control of infections and communicable diseases on a concurrent basis.	3	2	1
Demonstrates knowledge of risk stratified statistics as applicable to trending healthcare associated infections (HAIs).	3	2	1
Designs and implements new methods to improve the efficacy and outcomes of the Infection Prevention and Control Program.	3	2	1
In coordination with the Infection Prevention and Control Committee, measures and evaluates the effectiveness of the Infection Prevention and Control Program.	3	2	1
Demonstrates knowledge of microbiology and modes of transmission of disease entities.	3	2	1
Demonstrates understanding of Standard Precautions and Transmission-Based Precautions as set forth by the CDC.	3	2	1
Demonstrates ability to teach principles and practical application of infection prevention and control to all levels of healthcare staff.	3	2	1

SUBJECT: EBOLA VIRUS DISEASE - EVALUATION OF PATIENTS	REFERENCE #1032
DEPARTMENT: INFECTION CONTROL	PAGE: 1 OF: 2
APPROVED BY:	EFFECTIVE: REVISED:

PURPOSE:

- The Centers for Disease Control and Prevention (CDC) recommends that healthcare providers consider not only Ebola virus disease (EVD), but also other much more likely infectious diseases, including malaria, when evaluating ill travelers from areas affected by Ebola to the United States.
- Signs and symptoms of EVD are non-specific and overlap with many other more prevalent infectious diseases in West Africa and other areas.
- The rapid identification of the cause of an acute illness in a Person Under Investigation (PUI) enables rapid treatment and resolution of symptoms.

POLICY:

- _____ (organization name) shall follow the most current CDC guidelines for the evaluation of ill travelers from areas affected by EVD the United States.
- Any patient returning from West Africa and other areas and presenting with non-specific signs and symptoms consistent with EVD:
 - Provider shall use clinical judgement, taking into account the patient’s epidemiological history for management, diagnostic testing and treatment and coordinate healthcare as needed with the state or local health department to ensure that these patients get appropriate care without delay.

PROCEDURE:

- For travelers with signs and symptoms consistent with EVD, healthcare providers shall:
 - Place the patient in a private room with a private bathroom if he or she presents with signs and symptoms consistent with EVD. The patient can be removed from isolation after the risk assessment is conducted and EVD is determined not to be the differential diagnosis.
 - Follow routine standard hospital infection control and prevention policies and procedures based on symptom presentation.

SUBJECT: EMPLOYEE HEALTH PROGRAM	REFERENCE #2001
DEPARTMENT: INFECTION CONTROL	PAGE: 1 OF: 4
APPROVED BY:	EFFECTIVE: REVISED:

POLICY:

- _____ (organization name) shall assess each employee's physical ability to perform the job applied for by performing a pre-employment physical examination and annual clinical laboratory assessment each year on the employee's employment anniversary date to assure continued physical ability to perform the job.
- The Human Resources Department shall be responsible for ensuring all applicants meet the physical examination required prior to employment.
- The Employee Health Nurse/Infection Preventionist shall be responsible for ensuring that the Employee Health Program complies with the basic requirements of the state and county Health Departments and the hospital
- The Employee Health Nurse/Infection Preventionist shall ensure that illnesses, which are communicable, are investigated and managed appropriately to prevent transmission.
- These physical examinations shall contain the following items and expenses that will be the responsibility of the hospital:
 - TB testing or chest x-ray at the time of hire and on annual basis, as applicable
 - Urinalysis, CBC
 - Medical history, provided on an official form, from employee
 - Physical exam by our physician or private physician
- Final determination of an employee's ability to work or continue work shall be at the discretion of the physician performing the examination. The employee may elect to have the examination performed by his/her family physician in which case, all expenses shall be the responsibility of the employee and shall not be covered by this hospital.

SUBJECT: CENTRAL VENOUS LINES AND PICC LINES BUNDLE - INSERTION OF	REFERENCE #4030
DEPARTMENT: INFECTION CONTROL	PAGE: 1 OF: 11
APPROVED BY:	EFFECTIVE: REVISED:

DEFINITION:

- The "Central Line Bundle" is a group of evidence-based interventions for the placement of and ongoing care of central venous and PICC lines. The use of the "Central Line Bundle" reduces the incidence of hospital acquired infections associated with Central Line and PICC line use.
- The Institute for Healthcare Improvement (IHI) recommends five (5) key components for the Central Line Bundle:
 - Hand hygiene
 - Maximal sterile barrier precautions
 - Use of topical antiseptic agent:
 - Chlorhexidine is the preferred antiseptic agent for patients older than two (2) months of age.
 - Optimal Catheter Insertion Site:
 - The Subclavian vein is the preferred site for non-tunneled catheters.
 - The femoral vein is not recommended unless no other site is available.
 - Daily review of line necessity, and prompt removal of any catheter that are no longer necessary
- Other safety measures that shall also be included in the "Central Line Bundle" per hospital policy include:
 - Evidence based education shall be provided to all staff who care for patients with central lines and PICC lines upon hire and annually.
 - Aseptic catheter insertion shall be performed.
 - Sterile dressings shall be used.