

INFECTION PREVENTION AND CONTROL (IPC) MANAGEMENT PLAN:

AUDIT and IN-SERVICE SCHEDULE 2024

Facility:		Date Developed / Reviewed:	
	Person/s Responsible	Position	Relevant Qualification and IPC specific training
Executive/Senior Manager responsible for the IPC program			N/A
IPC Clinical Lead/IPC Champion			Minimum; ACIPC Foundations of Infection Prevention & Control certificate

ANNUAL CALENDAR

ITEM	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Meetings												
IPC Clinical Lead Working Group Meeting	X	X	X	X	X	X	X	X	X	X	X	X
Reports												
*NAPS report to be submitted to HM, GM, QM, Clinical Governance, IPC Advisor												
** HICMR report provided to HM, GM & IPC Advisor. GM has access to reports on Calvary Connect												
Audits												
AMS Audit – MeG Audit (6 monthly)						X						X
AC NAPS Audit (Annually between Jun to Aug)*						X						
Environmental Cleaning Audit – MeG Audit (4 monthly)	X				X				X			
Standard Precautions & Vaccine Management Audit – MeG Audit (4 monthly)		X				X				X		
Transmission-based Precautions & Outbreak Management Audit – MeG Audit (4 monthly)			X				X				X	
Aseptic Technique & Invasive Devices Audit – MeG Audit (6 monthly)				X						X		
Outbreak Preparedness Self-Monitoring Audit (Quarterly)	X			X			X			X		

ITEM	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Facility Wide IPC Audit – Clinical, Environmental, Miscellaneous (External provider HICMR - every 3 years)**												
IPC Education & Training												
In-service Session – Clinical Staff	X		X		X 5 May Annual HH Day	X		X		X 3 rd week Annual IPC Week	X 3 rd week Annual AMS Week	
In-service Session – Support Services Staff (cleaning, waste, food, maintenance and linen services staff)		X		X	X 5 May Annual HH Day		X		X	X 3 rd week Annual IPC Week	X 3 rd week Annual AMS Week	X
PPE donning and doffing competency assessments (On recruitment and thereafter annually)	X	X	X	X	X	X	X	X	X	X	X	X
Hand Hygiene competency assessment (On recruitment and thereafter annually)	X	X	X	X	X	X	X	X	X	X	X	X
Quality Improvement												
AMS QI – To dip or not to dip	X											