

Launching the Infection Prevention and Control Lead Role

Introduction

There are 7 parts to establishing and setting up the Infection Prevention and Control Lead (IPCL) role:

1. Aged Care Quality Standard requirement
2. Choosing the right person for the role
3. Education requirements
4. Submission to aged Care Portal and consent
5. Role description
6. Ongoing education and support
7. Evidence of role and action plans

1. Infection Control Leads an Aged Care Quality Standard requirement

Link: <https://www.agedcarequality.gov.au/providers/quality-standards/organisational-governance>

Role Information

DHAC Link: [Infection-prevention-and-control-leads](#)

ACIPC Aged Care Resources

Link: [acipc resources](#)

2. Choice of the IPCL

Qualities for considerations in the IPCL role:

- Enjoys IPC
- RN/EN
- Employed at the single site (night duty does not work- less days does not provide the ongoing IPC cover)
- Able to complete a level 8 course
- Can meet the IPCL duties – not set up to fail
- Independent worker
- Able to critically evaluate processes
- Able to attend audits as delegated
- Able to assist with procedure/competency development
- Able to collaborate, lead and drive change
- Able to seek assistance when not sure of the answer
- Refers to organisation processes

3. Education/Training requirements

All IPC leads must complete specialist IPC and COVID-19 infection control online training modules:

1. Specialist IPC training
2. COVID-19

Link: [Aged Care Infection Control Online Training Modules.](#)

3. A Level 8 Infection Prevention and Control Course

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Foundations of Infection Prevention and Control for Aged Care Staff at the Australasian College for Infection Prevention and Control (ACIPC) - or other as recognised.

Contact for registration: ACIPC Aged Care = learning@acipc.org.au

The IPCL is given paid study leave (off the floor) and position replaced. This is costed to education/training. The times/days for study leave arrangements are made within the facility to suit the facility and IPCL.

IPC leads and facility should keep a copy of the completion certificates as evidence.

4. Reporting – My Aged Care Portal

Facilities are to report the details of their IPCL through the My Aged Care Provider portal.

To enable this, the IPCL is required to consent by signature for personal information to be placed on the portal.

Link: [Consent Form](#)

IPCL and facilities should keep a copy of the completed consent.

Required details include:

- the name of the IPCL
- the position they hold in the facility
- their nursing registration status
- completion status of the DHAC COVID-19 and specialist IPC online training modules -
- details of the specialist IPC qualification or of the specialist IPC training course they are undertaking.

Directions to place information into portal:

Access The Aged Care Provider Portal.

Link: [Aged Care Portal User Guide](#)

Pages 11-14 of the Aged Care Provider Portal User Guide explains how to enter the IPCL information

Facilities should ensure that information reported through the My Aged Care Provider Portal is updated when changes occur and kept up to date.

5. Infection Prevention and Control Lead Duties

Provide IPCL with defined IPCL duties. The aim is for strong collaboration between the Facilities Manager/Clinical Leads and IPCL, to establish change and best IPC practice required in the individual home based on observation, audit results and new practices.

Consideration to IPCL minimum dedicated time to the role..... (facility dependant)

Consideration to additional salary or provision of paid course and study leave(organisation dependant)

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6. Ongoing education and support

IPCL must attend in addition to current IPC mandatory annual learning requirements:

- Monthly National Infection Control Education – varied topics
- Monthly IPCL workshop with the National Infection Control Consultant
- Any other recommended IPC training/education – online webinars, Community of Practices, IPC conference
- IPCL are encouraged to maintain collaborations with the National Infection Control Consultant, other IPCL, PHU for advice, guidance and support

Record of education attendance must be maintained at facility.

7. Evidence of facility IPCL implementation

The ACQSC will have regard to (amongst a range of forms of evidence) how a facility is implementing the IPCL requirements, including the qualifications and expertise of the IPCL, and provision and recording of ongoing training regarding infection prevention and control.

Facility IPCL are to maintain an action plan for IPC issues (evolving from the IPC Program and Annual Organisation IPC Plan) that are identified, critically evaluated and actioned in their home. Where appropriate information from this can be placed in a facility continuous improvement plan.