Content of an Infection Prevention and Control Plan

I. Facility Infection Prevention Risk Assessment
   A. Use a template
   B. Size, type, scope of services, procedures, surveillance data, geography, community
   C. Patient population
   D. Personnel (IP must have education in IP)
   E. List prioritized risks

II. Description of Infection Prevention and Control Program
   A. Authority
   B. Scope (must be organization-wide)
   C. Personnel (number, qualifications, etc.)
   D. Resources (computers/references/educational opportunities/Infection Preventionist’s professional activities/etc.)

III. Goals and Objectives
   A. Describe each broad goal
   B. List at least one specific measurable objective for each goal- who, what, when, where, how

IV. Strategies to reduce risks for each goal
   A. Interventions associated with:
      1. Procedures
      2. Devices
      3. Medical equipment
   B. Policies and procedures including Employee Health
   C. Environmental issues- cleaning and disinfection, who, what, when, where, how
   D. Infection Prevention training offered to personnel

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V. Surveillance - focus on high-volume, high risk and problem prone procedures
   A. Risk assessment
   B. Plan and description of monitored indicators
      1. Outcome measures - SSIs, etc.
      2. Process measures - instrument/scope processing, etc.
      3. Antibiotic resistant organisms - MRSA, VRE, ESBLs, CRE, etc.
      4. Communicable disease reporting to health dept.
      5. Outbreak investigation plan
      6. Antiobogram
      7. Reports (to whom sent and how often)

VI. TB Exposure Control Plan (can be separate policy) CDC has an evaluation tool on their website
   A. Risk assessment
   B. Plan to reduce risk of transmission (plan can state that patients with TB or suspected TB are not seen in the ASC and if a patient presents with signs and symptoms of TB, they are immediately referred to the appropriate community resource.)

VII. Exposure Control Plan for Bloodborne Pathogens (can be separate policy) follow OSHA sample
    A. Include sharps safety and injury prevention
    B. Log of sharps injuries/bloodborne pathogens exposures

VIII. Performance improvement
    A. Use goals and measurable objectives to improve performance
    B. Be sure staff is aware of what is being monitored and why those indicators were chosen

IX. Emergency management and planning
    A. Coordinate with community emergency management
    B. Know ASC’s role in various types of emergencies, internal and external

X. Annual evaluation process
    A. Use measurable objectives to evaluate program (dashboard)
    B. Add or delete monitored items depending on outcomes

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