



Leamington Mennonite Home
Long Term Care

**INFECTION CONTROL
POLICY AND PROCEDURE**

CATEGORY: Infection Prevention & Control Program	SUBJECT: Infection Prevention & Control Committee – Terms of Reference	SECTION: A POLICY: 3
DATE: July 2022	Administrator's Signature: <u></u>	
REVISION DATE: January 2023 September 2023	IPAC Lead's Signature: <u></u>	

INFECTION PREVENTION & CONTROL COMMITTEE – TERMS OF REFERENCE

POLICY:

LMH has established an interprofessional Infection Prevention & Control Committee in the Home. This committee will meet quarterly and is chaired by the IPAC Lead, a designated health care professional who has expertise in Infection Control.

RESPONSIBILITIES:

The Infection Prevention & Control Committee will:

- 1) Establish annual goals and objectives in accordance with the statement of purpose.
- 2) Monitor indicators and audits, ensuring that action plans are in place reducing negative outcomes.
- 3) Work collaboratively with the staff educator/designates to ensure that an education plan based on staff need and mandatory legislative requirements is developed, implemented, and evaluated.
- 4) Liaise with the local Public Health Unit (PHU), provincial and regional infection control (IPAC).
- 5) Review policies and procedures, ensuring they are current with recommendations received from PHU, provincial directives, and in conjunction with other officials and departments.
- 6) Effectively communicate with staff, residents, and families/visitors all IPAC issues, as appropriate.
- 7) Review and make recommendations on issues such as infectious waste, purchase of equipment/products, and literature for the resource library.
- 8) Implement an effective surveillance system for:
 - Resident and staff infections

- Identification of potential sources of infections such as equipment found in kitchens, showers, tubs, etc.
- 9) Analyze quality improvement indicators and make recommendations to the Home's advisory committee and the Director of Nursing & Personal Care that will result in improvement in the management and control of infections in the Home.
 - 10) Arrange for the review of procedures and products available for prevention and control of infections in all departments as requested.
 - 11) Provide representation on organization and local community committees concerned with IPAC.
 - 12) Collect infection statistics, analyze monthly, and develop quality improvements to address threshold variances.
 - 13) Evaluate the Home's program annually and develop goals and objectives for the following year in collaboration with the Director of Nursing & Personal Care.

MEMBERSHIP:

The Director of Nursing & Personal Care will designate the Infection Prevention & Control Lead with responsibility for surveillance and outbreak management activities of the Program.

Committee Membership will be interprofessional and may include, but is not limited to:

- Infection Prevention & Control Lead (Chair)
- Medical Director
- Director of Nursing & Personal Care
- Administrator
- Director of Dietary Services
- Housekeeping/Laundry Supervisor
- Pharmacist
- Lab Services Representative
- Representative from Joint Occupational Health & Safety Committee
- Local Public Health Representative/Medical Officer of Health

FREQUENCY OF MEETINGS:

Quarterly at a minimum or the call of the Chair.

MINUTES:

Minutes of all meetings to be posted and stored in an accessible area for staff committee members to read and filed electronically by the committee, year, month, and day.