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| Licence Application:  Infection Prevention and Control Requirements |

# Licence Application: Infection Prevention and Control Requirements

## Executive Summary

All health service establishments requiring licensing under the Health Service Establishments Act 2006 are to comply with the standards specified in the Health Service Establishments Regulations 2011. For infection control this specifically includes Schedule 1, Part 1, Clause 2 Sterilisation of equipment and instruments and Schedule 1, Part 4, Clause 8 Infection Control.

This document provides guidance to ensure appropriate evidence is supplied to support the licensing process. The infection control policy and procedure documents supplied by applicants and existing licensees will be assessed by the Tasmanian Infection Prevention and Control (TIPCU). TIPCU may request changes to documents or for additional documents to be developed.

***Disclaimer***

This process includes assessment and review of documents by TIPCU that are provided by applicants applying for a licence under the Health Service Establishments Act 2006, or for an existing licensee applying to provide additional services or making a service change that may involve revisions of current infection prevention and control policies and/or requirements. This process does not involve on-site inspection or auditing of health service establishment premises.

## Infection Control requirements

Health service establishments must have a number of documents to support an infection prevention and control program. These documents need to be provided with the licence application and with any application for service change (if applicable) prior to the issuing of a licence, or licence amendment. These include the following:

**Service Information – Appendix 1**

**Applicant Checklist – Appendix 2**

**Policy**

* Infection prevention and control policy

**Procedures/ protocols**

* Standard precautions which either incorporates a section on each of the following or has separate procedures
  + Hand hygiene
  + Personal protective equipment
  + Sharps handling and disposal
  + Environmental Cleaning
  + Reprocessing of reusable instruments and equipment
  + Single-use items
  + Respiratory hygiene and cough etiquette
  + Aseptic technique
  + Waste management
  + Linen management
* Prevention and management of occupational exposure to blood and body substances
* Staff immunisation

**Additional procedures depending on service provision:**

* Transmission-based precautions
* Outbreak management or clusters of unusual infection
* Surveillance and reporting of data
* Reporting of communicable and notifiable diseases
* Antimicrobial prescribing
* Exposure-prone procedures

**Establishments re-processing reusable medical devices onsite will require:**

* Procedures/ protocols for processing reusable medical equipment, instruments and devices.
* A method for instrument tracking

**Notes:**

All policies and procedure must be:

* consistent with the Australian Guidelines for the Prevention and Control of Infections in Health Care
* include a date of effect and revision date

For guidance on developing these policies and procedures see the resources section.

## Resources

*Health Service Establishments Act 2006*

*Health Service Establishments Regulations 2011*

Australian Commission for Safety and Quality in Healthcare (ACSQHC) home page  
http://www.safetyandquality.gov.au/

Australian Guidelines for the Prevention and Control of Infection in Healthcare (2010)  
http://www.nhmrc.gov.au/node/30290

Australasian Health Facility Guidelines  
http://www.healthfacilityguidelines.com.au/default.aspx

Australian Standards (2006) *AS 4815: 2006 Office-based health care facilities – Reprocessing of reusable medical and surgical instruments and equipment, and maintenance of the associated environment.*

Australian Standards (2014) *AS4187: 2014 Reprocessing of Reusable Medical Devices in Health Service Organisations.*

Department of Tourism, Arts and the Environment (2007) *Approved Management Method for Clinical and Related Waste, Tasmanian Government.*

Tasmanian Infection Prevention and Control (TIPCU)  
http://www.dhhs.tas.gov.au/publichealth/tasmanian\_infection\_prevention\_and\_control\_unit

**Infection prevention and control education modules**

ACSQHC orientation package for healthcare workers   
http://education.safetyandquality.gov.au/login.php

Tasmanian Infection Prevention and Control (TIPCU):  
http://www.dhhs.tas.gov.au/publichealth/tasmanian\_infection\_prevention\_and\_control\_unit

* eLearning Infection Prevention and Control Series
* Personal Protective Equipment Demonstration videos

**Hand hygiene**

Hand Hygiene Australia   
http://www.hha.org.au/home.aspx

World Health Organisation (WHO) Clean Care is Safer Care   
http://www.who.int/gpsc/en/index.html

**Outbreak management**

Influ-Info Influenza Kit for Aged Care   
http://www.health.gov.au/internet/main/publishing.nsf/Content/ageing-publicat-influinfo.htm

Gastro-Info Gastroenteritis Kit for Aged Care   
http://www.health.gov.au/internet/main/publishing.nsf/Content/ageing-publicat-gastro-kit.htm

Communicable Diseases Network Australia (CDNA) public health guidelines for management of gastroenteritis outbreaks due to suspected norovirus (see Appendix 5)   
http://www.health.gov.au/internet/main/publishing.nsf/Content/cda-cdna-norovirus.htm

**Surveillance**

National Communicable disease surveillance  
http://www.health.gov.au/internet/main/publishing.nsf/content/cda-cdna-index.htm   
http://www9.health.gov.au/cda/source/cda-index.cfm

**Notifiable Diseases Public Health Tasmania**

http://www.dhhs.tas.gov.au/service\_information/services\_files/infectious\_diseases\_communicable\_diseases

## Appendix 1 - Clinical Service Provision Information

Please indicate the procedures undertaken at the health service establishment and return this section with your application.

Name of health service establishment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

| **Procedure** | **Yes** | **No** | **Comments** |
| --- | --- | --- | --- |
| Day surgery procedures  (Please specify) |  |  |  |
| Proctoscopies |  |  |  |
| Sigmoidoscopies |  |  |  |
| Gastroscopies |  |  |  |
| Transvaginal ultrasound |  |  |  |
| Dentistry |  |  |  |
| Chemotherapy |  |  |  |
| Radiotherapy |  |  |  |
| Haemodialysis |  |  |  |
| Intravenous Therapy |  |  |  |
| Intramuscular/Subcutaneous or intradermal injection |  |  |  |
| Foot and nail care |  |  |  |
| Continence management |  |  |  |
| Vaccinations |  |  |  |
| Wound care |  |  |  |
| Others (Please specify) |  |  |  |

## Appendix 2 - Applicant Checklist

The following documentation (where applicable) will be required for assessment by TIPCU. Please include a copy of applicable documents with the licence application. The documents will be forwarded to TIPCU for assessment and recommendation.

| **Document name** | **Mandatorily required / Depending on service provided** | **Included in application (yes/no)** |
| --- | --- | --- |
| Infection control policy | Mandatory |  |
| Standard precautions procedure/protocol  The following elements (as applicable) must be addressed within one protocol or as separate documents;  Hand hygiene  Personal protective equipment  Sharps handling and disposal  Environmental Cleaning  Reprocessing of reusable instruments and equipment  Single-use items  Respiratory hygiene and cough etiquette  Aseptic technique  Waste management  Linen management | Mandatory for relevant elements |  |
| Prevention and management of occupational exposure to blood and body substances procedure/protocol | Mandatory |  |
| Staff immunisation procedure/protocol | Mandatory |  |
| Transmission-based precautions | Depends on service |  |
| Outbreak management or clusters of unusual infection procedure/protocol | Depends on service |  |
| Surveillance and reporting of data procedure/protocol | Depends on service |  |
| Reporting of communicable and notifiable diseases procedure/protocol | Depends on service |  |
| Antimicrobial prescribing procedure/protocol | Depends on service |  |
| Exposure-prone procedures procedure/protocol | Depends on service |  |
| **Establishments re-processing reusable medical devices onsite are required to include the following;** | | |
| Processing reusable medical equipment, instruments and devices procedures/ protocols | Mandatory |  |
| Instrument tracking system procedure/protocol | Mandatory |  |

For further enquires please contact: Regulation Unit on 6166 3856 or at [hselicensing@health.tas.gov.au](mailto:hselicensing@dhhs.tas.gov.au)