

**WALSALL HEALTHCARE NHS TRUST  
JOB DESCRIPTION****Post Title** Senior Infection Prevention & Control Practitioner**Grade** AfC Band 7**Reports to** Lead Nurse Infection Prevention and Control**Responsible to** Associate Director Nursing Operations and Deputy Director of Infection Prevention and Control**Job Summary****Key Responsibilities****Professional**

Act as a specialist practitioner and senior member of the Infection Prevention and Control Team supporting all health care workers, students, external contractors, and support services within the organisation and across the health economy.

Advise on the clinical care of relevant patients and appropriate infection prevention and control practices required to minimise risks of infection to patients, visitors and staff.

Act as a role model to promote and facilitate high standards of clinical practice. Be a named lead for a division within the organisation and seen as a Senior point of reference in supporting the division's governance processes.

To liaise with the key stakeholders to ensure effective, safe utilisation of beds and that patients are placed appropriately in order to minimise the risk of transmitting infection.

To communicate sensitive information to patients, staff and carers and provide advice and reassurance as appropriate.

To work with Trust colleagues to improve and maintain standards of contemporary infection prevention practice within the hospital environment and participate in appropriate audit cycles/ quality improvement projects. To identify potential barriers and solutions to enable improvements utilising expertise.

To contribute and lead in the investigation of health care associated infections, develop thematic analysis and accurate reports to Trust governance meetings including Divisional Quality Meetings and Infection Prevention and Control Committee.

**Surveillance**

Participate in the Teams active targeted surveillance programme, analysing infection rates and ensuring that the IPCT annual programme across the Trust is delivered, with an ability to escalate gaps in delivery where appropriate.

Undertake thematic analysis within division based on local surveillance to determine actions and recommendations.

To identify and investigate outbreaks of infection with reference to their source, mode of spread & control. Advise on management and control of outbreaks, liaising closely with all relevant personnel within the Trust and externally.

Maintain accurate records of alert organisms using the Trust surveillance system i.e. ICNet. Support junior members of the team in undertaking assessments based on results generated.

Participate in mandatory surveillance of Healthcare Associated Infections (HCAIs).

To undertake initial data collection to support the Root Cause Analysis Process in relation to Infection Prevention and Control

## **Audit/ Improvement Cycles**

To provide expert advice in the development of auditing and monitoring tools related to infection prevention and control based on contemporary evidence base, legislation and guidance.

Undertake audits, as per the annual Infection Prevention and Control Team plan of work, and report findings in the agreed time and manner to the areas involved.

To provide regular feed back of audit/surveillance data to key stakeholders in the organisation.

Critically appraise current practices and support the introduction of new practices in accordance with research evidence findings as appropriate.

Encourage, support and participate in research throughout the Trust to promote the development of evidence based nursing practice.

To participate in microbiological and epidemiological surveys in collaboration with the Infection Prevention and Control Team and clinical personnel.

Be involved in studies/trials of new techniques and equipment, collating evaluating and acting upon the results.

To participate in the promotion and development of the speciality by publishing and presenting audit and research findings and innovations locally and nationally.

## **Education**

Contribute to the development and implementation of comprehensive and specialist educational programmes for all staff (clinical and non-clinical) to include induction and mandatory update.

Participate in teaching relevant to the specialist role and evaluate and review training as appropriate.

Participate in specialist study days and infection prevention and control awareness promotional events.

Be involved in the production of suitable educational materials e.g. leaflets, e-learning for staff, patients and the general public and play an active role in their education. Provide bespoke delivery of education to support the local service needs. Demonstrate evidence through governance reporting processes.

### **Personal and Professional Development**

To attend Trust mandatory update and training days. Seek for other internal education to support continuous professional development.

To attend professional meetings and conferences relating to infection prevention and control relevant to current role.

Keep informed and updated of current research and developments and disseminate information as appropriate.

Network with other Infection Prevention and Control colleagues at a regional and national level through membership of the Infection Prevention Society.

Participate in the Trust personal development review process. Lead on line management, a structured 1:1 programme and appraisal process for junior members of the IPCT.

### **Administrative**

To be an active member of the Infection Prevention and Control Committee.  
Maintain & collate relevant records of data and information.

Provide and generate accurate information/reports to incorporate into the quarterly and annual infection prevention and control reports. Prepare suitable narrative to provide context to data provided.

Represent the Infection Prevention and Control Team on multi-disciplinary committees/meetings as appropriate. Escalate matters to Lead IPCN/ Deputy DIPC where appropriate.

Assist in the review of Infection Prevention and Control Policies and provide specialist advice in Trust policy development.

Advise on the infection aspects of new equipment being considered for purchase and provides specialist advice for support services.

Act as a source of advice at the planning stage of new capital projects and the modification and upgrading of existing premises

Work flexibly to provide on call weekend rota as agreed with Lead IPCN.

### **Governance / Risk**

Utilise the Trust's incident reporting system to record and report untoward occurrences and

escalate to the Lead IPCN where follow up is required to ensure that best practice is recommended and instituted.

Report untoward occurrences via the incident reporting systems of partner organisations where appropriate in order to ensure that Infection Prevention and Control issues are escalated and actioned. Work in combination with the service Business Manager to conduct effective incident reviews, determine themes and support with recommendations based on current evidence base.

## Quality

Support new initiatives and the process of continuous quality improvement in order to reduce Healthcare Associated Infection in community and hospital settings.

Support and participate in any research and development activity with respect to Infection Prevention & Control in hospital and community settings by being involved in studies / trials pertaining to Healthcare Associated Infection.

Critically appraise current Infection Prevention practice and support the introduction of new practices in accordance with the evidence base.

This job description covers the major tasks to be carried out and the level of responsibilities to which the post-holder will work. These may be revised and changed from time to time. Discussions will take place with the post-holder

## Other Duties

The information supplied above is intended to summarise the key responsibilities and duties of the role. The post holder may be required from time to time to carry out other reasonable requests and duties as required, consistent with the responsibilities of their Banding and development as agreed between employee and manager.

## Confidentiality and Data Protection

All employees who have access to personal data in relation to patients or employees will be aware of their responsibilities under the General Data Protection Regulation (GDPR) (EU) 2016/679. Any breach of the Regulation could result in disciplinary action being taken and criminal charges being brought against the individual who has breached the Regulation.

## Health and Safety

Individual employees of Walsall Healthcare Trust and other NHS employees contracted to work on the organisation's premises have an equal responsibility, along with managers and supervisors, for maintaining safe working practices for the health and safety of themselves and other persons who may be affected by their acts or omissions at work.

All employees must adhere to their duties under the Health and Safety at Work Act 1974 and other associated safety legislation, including all new Health & Safety Regulations. In addition employees must comply with all the Trust's policies relating to Health & Safety and Risk Management to secure a safe workplace and will draw management's attention to any deficiencies and/or hazards, which might prove

detrimental to themselves or others.

There is a general responsibility for employees to act sensibly and reasonably, and attend mandatory health and safety training sessions.

## **Clinical Governance**

All employees are required to actively contribute towards the organisation's clinical governance systems, taking responsibility as appropriate for quality standards and work towards the continuous improvement in clinical and service quality.

## **Safeguarding**

Children Walsall Healthcare NHS Trust, working with partner agencies, is committed to safeguarding children and promoting their welfare. All employees have a responsibility to ensure that children and young people are safe from abuse and harm, regardless of their role or where they work. Children include young people up to the age of 18 yrs.

Employees must comply with Walsall Local Safeguarding Board Child Protection Procedures and Trust Child Protection Procedures and recognise the importance of listening to children. All employees must attend child protection training relevant to their role and know how to seek advice or support from their manager or the Safeguarding Children team if required.

## **Vulnerable Adults**

All employees have a responsibility to support the safety and well-being of vulnerable adults and to practice in accordance with legislation. Knowledge, skills and competency are to be maintained according to role and responsibilities in order to fulfil Vulnerable Adults responsibilities. All employees must comply with organisational and Walsall Local Authority Vulnerable Adults policies and procedures.

## **Equality and Diversity**

The Trust is committed to promoting equality opportunities to achieve equity of access, experience and outcomes, and to recognising and valuing people's differences. All employees have an obligation to help achieve this through personal example, open commitment and clear action.

Each individual will take responsibility for promoting inclusive and accessible service provision, employee development and a culture that values and respects difference. All employees should be familiar with, actively promote and work within Equality and Diversity policies at all times ensuring that they do not unlawfully discriminate, either directly or indirectly, on the grounds of race or ethnicity, nationality, religion or belief, sex, marital or civil partnership status, sexual orientation, disability, gender reassignment, age, pregnancy/maternity or any other grounds.

This applies to all activities as a service provider and as an employer. All employees must adhere to the Equality Act 2010



## **Patient Experience and Public Involvement (PEPI)**

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The Trust is committed to gaining feedback from all patients using a variety of methods including electronic, paper based and verbal. Within this Trust that feedback is monitored by the patient experience group and used to ensure that future services meet the needs of the patients and demonstrate continuous improvement. Volunteer, staff and families participate in the collection of this data

## **Customer Care**

The aim of the organisation is to provide patients and other service users with the best possible care and service, therefore all our staff are required at all times to put the patient and our service user first and to do their utmost to meet their requests and needs courteously and efficiently.

## **Infection Control**

Employees will work to minimise any risk to clients, the public and other employees from Healthcare Associated Infection including MRSA and *C. difficile* by ensuring that they are compliant with the Health and Social Care Act 2008 – Code of Practice (and as amended from time to time) for the prevention and control of Healthcare Associated Infections (The Hygiene Code); and by ensuring that they are familiar with the organisations Infection Control policies located on the Intranet.

Further responsibilities involve employees in ensuring that service users and members of the public are actively engaged (using a variety of methods) in appropriate service delivery, service development and decision making within their service area and the wider organisation. Determination of these responsibilities should be in conjunction with your line manager and delivered accordingly.

## **Smoking**

The organisation operates a No Smoking policy.

## **Duty of Candour**

There is also a contractual duty of candour imposed on all NHS and non-NHS providers of services to NHS patients in the UK to 'provide to the service user and any other relevant person all necessary support and all relevant information' in the event that a 'reportable patient safety incident' occurs.

The Duty of Candour is a legal duty on hospital, community and mental health trusts to inform and apologise to patients if there have been mistakes in their care that have led to significant harm

Duty of Candour aims to help patients receive accurate, truthful information from health providers

The NHS LA's duty of candour guidance seeks to demystify how health providers can deliver on candour, achieving a wholly transparent culture in health provision – being open when errors are made and harm caused

All NHS provider bodies registered with the Care Quality Commission (CQC) have to comply with a new Statutory Duty of Candour

**Policies and Procedures**

All employees need to be aware of the organisations policies, procedures and protocols relating to their service and work within the guidelines at all times.

Employees have a major role in suggesting and implementing improvement to services and in exercising professional responsibility for both themselves and their peers within an open 'no-blame' culture.

**General Medical Council (GMC) Revalidation (Medical and Dental Staff only)**

Revalidation is the process by which all licensed doctors are required to demonstrate on a regular basis that they are up to date and fit to practise in their chosen field and able to provide a good level of care. This means that holding a licence to practise is becoming an indicator that the doctor continues to meet the professional standards set by the GMC.

Licensed doctors have to revalidate usually every five years, by having annual appraisal based on our core guidance for doctors, Good medical practice. This needs to be adhered to as per Trust Policies and Procedures. Failure to comply will result in being withdrawn from Medical practice.

**Personal Development Review (PDR) (Medical and Dental Staff only)**

A part of the revalidation process, all Medical and Dental Staff are required to have an effective IPDR every 12 months. This is a requirement for all staff and will need to be arranged by the individual.

**PDR (All Staff)**

The NHS Constitution requires organisations to provide staff with clear roles and responsibilities, personal development and line management, to support them to succeed.

An organisation-wide appraisal process that focuses on performance and personal development helps deliver this.

It is required for staff to have a yearly effective and meaningful appraisal with their Manager

**Nursing and Midwifery Council (NMC) Revalidation (Nursing and Midwifery Staff only)**

Revalidation is the process that all nurses and midwives in the UK will need to follow to maintain their registration with the NMC. Failure to revalidate will result in withdrawal from practice

Revalidation will help you as a nurse or midwife demonstrates that you practice safely and effectively. It will encourage you to reflect on the role of the Code in your

practice and demonstrate that you are 'living' the standards set out within it.

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### **Major Incident Planning and Business Continuity**

Managerial post-holders, will be responsible for the development and delivery of major incident planning, business continuity and resilience. This will include ensuring there are effective and up to date plans that comply with legislation and guidance that meet the requirements of the Civil Contingency Act (CCA) for their area of responsibility