

## Review Process for Model Infection Control Policies

The model policies are evidence-based documents, which were written based on the scientific literature available at the time of publication. Information in the field of infection control is constantly evolving with publications of new peer reviewed scientific studies and literature. It is therefore vital that the model infection control policies are subject to regular review and consequently it was decided by the steering group that the policies are reviewed annually.

The review of the policies involves the following processes:

- **Updates from the initial literature review:**
  - The original search strategy used by HPS Infection Control Team, set up a mechanism of auto alerts, which are automatic and identify new publications from peer-reviewed journals, which are then retrieved and checked for relevance.
- **Repeating the original search strategy:**
  - This process utilises the same databases and keywords but changes the search period to the previous year. This ensures that any relevant scientific literature, which has not been highlighted by the auto alert process, is identified and retrieved.
- **Searching for new guidance documents produced nationally and internationally**
- **Quality Control Process:**
  - Information scientists then initially check all the retrieved scientific literature for relevance.
- **Critical appraisal of identified literature:**
  - The retained literature is then subject to defined methods of critical appraisal. These are: the ROE model for critical appraisal of scientific studies, Sign 50 methodology for systematic reviews and meta-analyses and the AGREE instrument for the evaluation of guidance documents.

Following this, the review process is completed by:

- Production of a summary of the systematic review of the literature, which is produced using the literature review template used for the original model polices. This summarises the scientific findings and identifies any potential recommendations for change to the model policies.
- The literature review template also includes a section on practical applications and resource implications, therefore any review that highlights recommendations for change in policy are then passed to an ICN, to assess the evidence and decide whether any potential changes can be translated to practice.
- The original model policies are then reviewed with reference to any change(s) identified during the process.
- The Graphics and IM&T teams at HPS are then involved to produce the final versions of the reviewed policies and convert these to online web pages for the HPS infection control website.