

Project Brief

Development of Model Policies for Transmission Based Precautions (ie when infection probable or confirmed) - Task 6.2 2007

Background

Following HAI Task Force Action Plan (SEHD, 2002) detailing the task to be led by HPS on development of model infection control policies, a project brief was produced (2004) detailing the plans for model policies on Standard Infection Control Precautions (SICPs) and, following publication of these, on Transmission Based Precautions. In order to prevent and control healthcare associated infections (HAI), Scotland has historically referred to national and international guidance as well as local best practice. This includes guidance from the USA Centers for Disease Control and Prevention (Garner, 1996), which describes standard and transmission based precautions and the specific measures that should be applied both at all times when care is being delivered (Standard Infection Control Precautions) and in circumstances where particular organisms are suspected or known to be present and their route of transmission is clear and can be acted upon (Transmission Based Precautions).

In light of concerns raised by Clinical Standards Board for Scotland Infection Control Standards Interim Report (2002) the aim of the model policies was established as:

- To be used as a checklist to ensure relevant policies are in place in all areas
- To be used to examine content of local policies already in place to ensure these are current and comprehensive
- To be used in their entirety to provide those in local areas with guidance where policies are not already available
- To be used as a basis to inform and provide local policy content, combining the model policies with more specific localised information.

As many pathogenic organisms currently pose challenges to patient safety and care delivery, transmission based precautions policies are essential as they add valuable information to support care delivery alongside a number of other national and local activities, for example quality improvement programmes to reduce *Staphylococcus aureus* bacteraemia. These policies will give clear guidance on the management of organisms based on their route of transmission and have added benefit as they can be referred to whenever any established or newly emerging pathogen presents a threat to patients, thus not just limiting them to the current HAI challenges that we are currently aware of, for example MRSA (SHAIPP, 2007). Current challenges however will still be addressed by these policies.

Objectives

Overall objective:

To provide model policies on transmission based precautions to build on those already available on SICPs with the aim of supporting the prevention and control of healthcare associated infections.

Specific objectives:

- To undertake systematic reviewing of the evidence, specifically taking into account literature published since 1996, utilising HPS ICT standard operating procedures
- To consider the current challenges in Scotland to ensure the policies reflect our population's needs
- To translate the conclusions of the reviews and current challenges into user friendly model policies that can be utilised in care settings across Scotland
- To consult on and seek approval from the already established Steering Group in order to finalise and publish the policies on the HPS ICT web pages
- To produce and deliver on a communications strategy to raise awareness of the model policies
- To consider and consult on methods for supporting implementation of model policies into practice, in conjunction with partner organisations, e.g. NES
- To establish processes for on-going evaluation and updating of model policies on transmission based precautions
- To establish the processes for which all future model policies and other HPS IC guidance will be developed, evaluated and maintained.

Deliverables

Model policies and associated literature reviews on transmission based precautions, published on the HPS ICT web pages alongside a communications strategy and project management documentation explaining the processes undertaken to produce and maintain the model policies.

Approach

Consultation Process

Use of a Steering Group to oversee all stages of the development process, this includes representatives from all areas of the service. If the existing Model Policies Steering Group is utilised an infectious disease/public health physician will be co-opted.

Roles and Responsibilities

A programme lead, programme manager and key persons identified and areas of responsibility and main tasks defined leading to activities by relevant HPS Infection Control Team Scientists, infection control nurses and administrative support to undertake literature review and policy development utilising a standardised and approved approach, including systematic reviewing, formulation of recommendations and translation into draft operational policies.

In addition, in order to establish processes for on-going evaluation and updating of model policies on transmission based precautions and the processes for which all future model policies and other HPS IC guidance will be developed, evaluated and maintained during this period of time, project management experience will be sought and utilised to maximum effect. This will allow for a high quality standardised approach to be established and adopted for all future guidance work, including those HAI/infection control related documents that HPS assume ownership of from the HAI Task Force. This project manager would facilitate preparation and dissemination of all process documentation and be a key collaborator between all those involved in guidance development, including the ICT and HPN.

Wider Contacts

Collaborate with the Health Protection Network and HPS IT/Web/Graphics Teams to ensure quality end result products and appropriate methods of evaluation for published literature reviews and policies, e.g. web based survey alongside the published products. Evaluation of model policy usage may also be established through monitoring of infection control standards. HPS ICT will communicate with NHS Quality Improvement Scotland HAI Standards Project Group to discuss this.

Further collaboration with the Health Protection Network will take place by meeting to discuss and review every stage of the literature review and model policy development to finalise standardised project management procedures and templates for use in all future guidance production and to describe the annual review process for existing model policies.

HPS ICT to specifically collaborate with NHS Education Scotland (NES) to discuss methods for implementation support and to establish materials required for this ensuring the content of model policies is accurately reflected in any associated HAI educational materials.

Resources

The programme will be primarily financed through HPS budget for HAI&IC, however additional support in the form of a Project Manager, part-time for 6 months is required if this Task is to be fully successful and delivered to a high standard:

Challenges to the project

Risks

The volume of and wide ranging work covered by the HPS ICT is of concern, considering other projects/deliverables and the consultancy service provided (i.e. to cover enquiries, outbreaks and incidents). There is a risk to the delivery and quality of these policies and literature reviews, particularly if other priority areas of work are added to HPS ICT work plans. The quality of this work is additionally important as the policies and literature reviews are also viewed and used by those in the wider care community and by other UK and international organisations.

If the additional resource of a project Manager is not made available, the objectives ‘To establish the processes for which all future model policies and other HPS IC guidance will be developed, evaluated and maintained.’ cannot be achieved.

Additional points

Implementation support resources have to still be confirmed and will be discussed in a scoping meeting between Claire Kilpatrick from HPS and Liz Gillies from NES in May 2007.

If there is any expectation regarding monitoring tools to be used alongside these model policies, further resource will be required at this stage to allow for this. These tools would provide great added value but cannot be considered at this time given the current resources within the ICT.

Timescales

Key milestones	Financial year 2007/08											
	A	M	J	J	A	S	O	N	D	J	F	M
Literature searching												
Process quality assurance												
Literature reviews and recommendations drafted												
Project documentation, procedures, templates reviewed												
Project documentation, procedures, templates approved by SG/HPS and finalised												
Communications strategy developed and approved												
Model policies drafted												
Model policies consultation and SG approval												
Communications strategy implemented (will include details of SG and other collaborator meetings)												
Materials available on HPS ICT web pages												

Linkages to other areas of work

HAI Task Force: Delivery Plan April 2006 – March 2008:

Delivery area 2: 2.2 – Review of NHS QIS HAI infection control standards (QIS)

Delivery area 3.3 – review existing HAI educational programmes and define additional input required (NES)

These policies will also closely link with quality improvement programmes as led by HPS HAI&IC Group to reduce priority HAI challenges.

Implementation

As described, a communication strategy will be developed which will primarily provide the direction by which implementation will be encouraged at a national and local level through awareness raising on the availability of the policies and literature reviews. The model policies and literature reviews on Transmission Based Precautions will be made available to those working in health and social care settings via the HPS ICT web pages.

Equality and Diversity Proofing

Work will conform to the recommendations of the *NHS Scotland Equality and Diversity Impact Assessment Toolkit*. All HPS systems will conform to the recommendations in the diversity toolkit where appropriate. The final report and work outputs will be made available on the Internet and hard copies will be available to local NHS participants. Hard copies will be made available through public library requests, which would allow access to groups who have limited access to Internet and newspapers. HPS will make different language copies available on request. This will be stated on both the electronic copies and hard copies of the document with details of how to make a request. This includes Hindi, Cantonese, Bengali, Gaelic, Arabic, Punjabi, Urdu, Polish, English and Braille (English only).

This work will be available to those working in care settings in Scotland via the web pages. There will be no exclusions to accessing the model policies at this time but as described previously in this document there may be certain restrictions on the use of certain elements of the support materials.

References

Clinical Standards Board for Scotland (2001), *Standards: Healthcare Associated Infection (HAI) Infection Control*, CSBS, Edinburgh

Garner, J. S. (1996) Guideline for isolation precautions in hospitals. The Hospital Infection Control Practices Advisory Committee. *Infection Control & Hospital Epidemiology*. 17 53-80.

Health Protection Scotland (2006a), *Grading of Infection Control Evidence*, HPS, Glasgow [Available online] <http://www.documents.hps.scot.nhs.uk/hai/infection-control/model-policy/grading.pdf>

Health Protection Scotland (2006b), *Steering Group Membership 2006 / 2007*, HPS, Glasgow [Available online] <http://www.documents.hps.scot.nhs.uk/hai/infection-control/model-policy/steering-group.pdf>

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Scottish Surveillance of Healthcare Associated Infection Programme (2007), *Quarterly Report on Methicillin Resistant Staphylococcus Aureus Bacteraemias in Scotland – January 2003 - December 2006*, SSHAIP, Glasgow