

Cygnet's Agency Infection Prevention and Control Induction Booklet

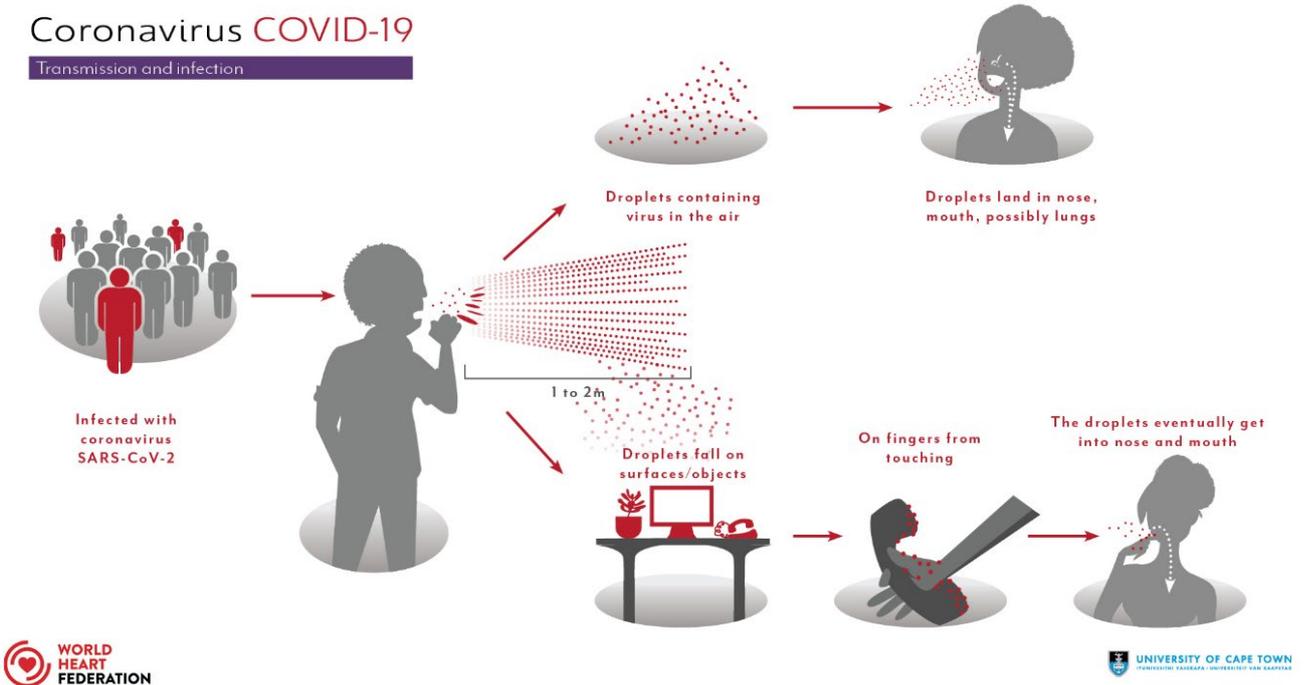
Agency Staff name:

It is essential that all agency staff are aware of the IPC measures in place at Cygnet services during the Covid-19 pandemic. Therefore all agency staff are required to complete this Agency IPC induction Booklet

Please note - this booklet is transferable in any of Cygnet's sites and the agency worker should ensure each site is provided with a copy of this. It is therefore suggested that upon completion the book is scanned to make sure it is more accessible to share.

What is Covid-19?

Covid-19 is predominantly a disease of the respiratory tract and is transmitted through direct contact and respiratory droplets, it is therefore essential that all staff are aware of how Covid-19 is transmitted and how to minimise the risk of transmission through ensuring good practices in infection prevention and control (IPC) measures and the use of Personal Protective Equipment (PPE).



Hand Hygiene – 1st Step in IPC & PPE

Hand hygiene is essential to reduce the transmission of infection in health and other care settings.

Hand hygiene must be performed immediately before every episode of direct person care and after any activity/task or contact that potentially results in hands becoming contaminated, including the removal of personal protective equipment (PPE), equipment decontamination and waste handling.

All Cygnet services follow the World Health Organisations (WHO) 5 moments for hand hygiene.



5 Moments for Hand Hygiene - Examples

Moment 1 – on arrival of shift and before we have any contact with the patient or residents in our services

Moment 2 – before a clean or aseptic procedure such as administering medication, supporting with making a meal or drink, assisting them with eating, changing a dressing, flushing a nasogastric for PEG tube

Moment 3 – after any exposure to bodily fluids such as urine, faeces, saliva or vomit

Moment 4 – after any physical contact / touch with a patient or resident, such as helping them put clothing on, supporting with personal care, physical interventions

Moment 5 – after contact with a patients or residents environment and surroundings. This could be after supporting them to change their bedding or during cleaning of a bedroom or bathroom

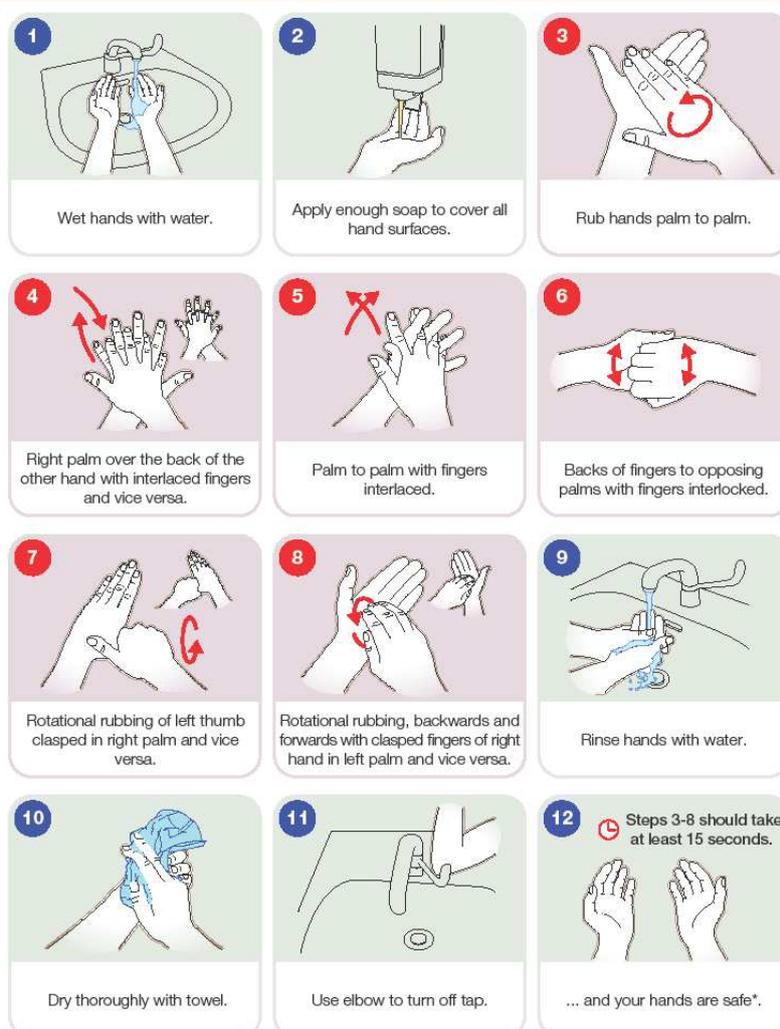
Before performing hand hygiene:

- > expose forearms (bare below the elbows)
- > remove all hand and wrist jewellery (a single, plain metal finger ring is permitted but should be removed (or moved up) during hand hygiene)
- > ensure finger nails are clean, short and that artificial nails or nail products are not worn
- > cover all cuts or abrasions with a waterproof dressing



Best Practice: How to hand wash step by step images

Steps 3-8 should take at least 15 seconds.



Adapted from the World Health Organization/Health Protection Scotland
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*Any skin complaints should be referred to local occupational health or GP.

The role of Personal Protective Equipment in Infection Prevention & Control

Personal protective equipment (PPE) plays an integral role in the prevention of transmission of infections in the health and social care settings.

PPE is equipment intended to be worn or held by a person at work to protect against one or more health and safety risks.

PPE includes:

- > Gloves
- > Water repellent aprons
- > Masks – Fluid Resistant Surgical masks or FFP3 respirators (for aerosol generating procedures)
- > Eye protection where risk assessed as appropriate
- > Coveralls or gowns for identified procedures

Donning PPE

It is essential that PPE is donned and worn correctly to ensure the safety of your patient / colleagues and yourself.

- > Bare below the elbow is essential, no false nails, nail varnish and rings should be worn
- > Hair should be tied back and no ties worn
- > Facial hair should be kept short and trimmed and should not interfere with the fitting of masks

Donning or putting on PPE

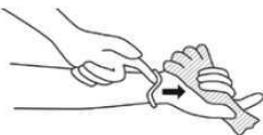
Before putting on the PPE, perform hand hygiene. Use alcohol handrub or gel or soap and water. Make sure you are hydrated and are not wearing any jewellery, bracelets, watches or stoned rings.



Doffing PPE

Doffing or taking off PPE

Surgical masks are single session use, gloves and apron should be changed between patients.

<p>1 Remove gloves, grasp the outside of the cuff of the glove and peel off, holding the glove in the gloved hand, insert the finger underneath and peel off second glove.</p> 	<p>2 Perform hand hygiene using alcohol hand gel or rub, or soap and water.</p> 	<p>3 Snap or unfasten apron ties the neck and allow to fall forward.</p> 	
<p>Snap waste ties and fold apron in on itself, not handling the outside as it is contaminated, and put into clinical waste.</p>			
<p>4 Once outside the patient room. Remove eye protection.</p> 	<p>5 Perform hand hygiene using alcohol hand gel or rub, or soap and water.</p> 	<p>6 Remove surgical mask.</p> 	<p>7 Now wash your hands with soap and water.</p> 

All staff and agency workers will be required to complete a PPE Competency Assessment with the site IPC lead or other identified competent person. The competency assessment is located in the appendices section of the booklet.

PPE requirements for Health and Social care Services

PPE requirements will vary in health and social care service in accordance with Covid 19 status.

However **all staff are required to wear a fluid resistant surgical mask at all times and in all locations of the service**. When eating and drinking it is acceptable for staff to remove their masks providing they are maintaining social distancing.

Staff will be required to wear disposable aprons and gloves when providing a planned intervention or supporting with personal care. These should be removed in between service users, hands decontaminated and replaced with fresh ones as required.

Where there is a presence or suspected cases of Covid 19 then services will risk assess for the requirement of eye protection to be worn in all areas of the service.

Agency staff are required to seek clarification of PPE requirements upon arrival of their shift from the individual in charge.

Testing Requirements for Health and Social care Services

Asymptomatic staff testing is a core component of the national infection control guidelines, which all organisations and agency staff have a duty to adhere to.

Health Care

Agency staff should carry out LFD testing twice weekly, so every three to four days to fit with shift patterns and leave requirements: for example, Wednesday and Sunday, or Monday and Thursday.

Staff should perform the test at home before attending work, leaving enough time before the start of your shift to alert your manager if the test is positive.

Agency staff who are working across different sites and wards should undertake an LFD test on each day they are scheduled to attend for work to minimise risks of transmission across different sites.

Agency staff should provide evidence of LFD test to the person in charge of the shift.

Social Care

Within social care agency staff will be required to have a weekly PCR test as well as twice weekly LFD testing as detailed above.

Covid 19 Vaccination in Health and Social Care Services

Compulsory vaccinations in care homes

The Government have made it a legal requirement that from 11 November 2021, anyone **working** or volunteering in a care home in England will need to be fully vaccinated against Covid-19, unless medically exempt.

Supported Living and Day Services are currently excluded from this requirement.

Therefore all agency staff working within social care homes will be required to provide evidence that they have received both Covid 19 vaccinations. Agency staff should ensure they have the evidence available of this for each service they attend.

Whilst it is not a requirement for staff to be vaccinated to work in healthcare sites at the current time we strongly advocate for staff to receive the vaccination to protect themselves, patients, colleagues and families.

Agency staff signature

1. Agency member of staff has been provided with a copy of Cygnet's PPE Guidance and has confirmed they have read and understood it
 2. Agency member of staff understand the need to be Bare Below the Elbow and follow appropriate dress code policies in relation to this
 3. Agency member of staff has successfully completed Cygnet's PPE competency with a designated competent person
 4. The agency member of staff has confirmed that they have undertaken Covid Risk / Health Assessment relating to their well-being during the pandemic with their employing agency
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Signature of Agency Worker:

Name & Signature of site IPC or other person completing the work book with the agency worker:

Aaron Munaiwa

Aaron Munaiwa

Date of Completion:
