

**SCOTTISH GOVERNMENT HEALTH DIRECTORATES
HEALTHCARE ASSOCIATED INFECTION**

GENERAL ACTIONS

TOPIC	ACTION	LEAD	PROPOSED COMPLETION / TARGET DATE
Governance	Chief Executive Letter to Boards regarding roles and responsibilities related to HAI, including infection control policies, procedures and antimicrobial prescribing	Scottish Government Health Directorates	27 th June 2008
	A HAI reporting template will be developed for NHS Boards to use as the framework to report progress against the HAI agenda to all Board meetings and form the basis of the Boards Infection Control Managers HAI annual report that will be part of the Director of Public Health's Report.	Scottish Government Health Directorates / NHS Boards	January 2009
Charge Nurse Leadership	All Boards will empower their Charge Nurses to deliver against their responsibilities	NHS Boards	October 2008
	Implement the recommendations in the Senior Charge Nurse Review	NHS Boards	December 2010

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Facilities	HAI SCRIBE (Healthcare Associated Infection System for Controlling Risk in the Built Environment) sections 3 &4 to be applied to all existing buildings to ensure fabric of healthcare facilities maintained to minimise risk of infection	NHS Boards	August 2008
	HAI guidance and education around the built environment to be developed	Health Facilities Scotland	September 2009
	Planned preventative maintenance programmes reflect requirements of prevention and control of infection	NHS Boards	October 2008
Hand Hygiene	NHS Boards to have 'zero tolerance' to non-compliance with hand hygiene	NHS Boards	January 2009
	NHS Scotland hand hygiene policy more clearly indicates what agents to use for hand hygiene and when they are indicated.	Health Protection Scotland	November 2008

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Hand Hygiene	NHS Boards to report hand hygiene compliance (staff and visitors) and facilities on a hospital basis to 2 monthly Board meetings	NHS Boards	January 2009
	National; overview hand hygiene report produced 2 monthly on NHS Boards compliance	Health Protection Scotland	January 2009
Finance	NHS Boards to ensure HAI budget requirements are reflected in capital, maintenance and operational programmes	NHS Boards	April 2009
	NHS Boards to have identified budget for urgent repairs and replacement equipment available to Charge Nurses	NHS Boards	January 2009
Public Information	All patients to receive information on HAI	NHS Boards	November 2008

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Public Information	Information leaflets to be available on: <ul style="list-style-type: none"> • HAI (general information) • Clostridium difficile (patients, relatives and staff) • Laundering of patients laundry at home 	Health Protection Scotland	November 2008
	All information is available in a variety of formats that facilitates public understanding	NHS Boards	November 2008
Antimicrobials	NHS Boards to implements requirements of CEL 30(2008): Prudent Antimicrobial Prescribing: The Scottish Action Plan For Managing Antibiotic Resistance And Reducing Antibiotic Related Clostridium difficile Associated Disease, including:	Scottish Government Health Directorates / NHS Boards	August 2008

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Scottish Patient Safety Programme	Scottish Patient Safety Programme (HAI elements) are integrated with HAI agenda at NHS Board level	NHS Boards / Scottish Patient Safety Programme	January 2009
	Progress on implementation of Scottish Patient Safety Programme (HAI elements) to be included in HAI reports to 2 monthly Board Safety Patient care bundles associated with HAI	NHS Boards	January 2009
Policies and Procedures	NHS Scotland policy guidance on prevention, control and management of Clostridium difficile to be available to NHS Boards, including: <ul style="list-style-type: none"> • CDAD care bundle • C.diff check list • Framework for local surveillance • Antimicrobial prescribing 	Health Protection Scotland	September 2008

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Policies and Procedures	Clostridium difficile Root Cause Analysis tool to be developed and used by Boards to investigate adverse outcomes including death	Health Protection Scotland / NHS Boards	November 2008
	NHS Board's infection control policies include primary and community care	NHS Boards	December 2008
	And National Infection control guidance for primary and community care to be developed	Health Protection Scotland	July 2009

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Infection Control Service	Structure and resources to provide effective infection control service across NHS Board area (hospital and community) assessed and agreed by NHS Boards, including: <ul style="list-style-type: none"> • Human resources • Equipment • Budget 	NHS Boards	October 2008
Death Certificates	Guidance on completing certificates to be reviewed and revised guidance issued	Scottish Government Health Directorates and Registrar General	April 2009
	NHS Boards policy / guidance on completing death certificates reviewed to include documenting death associated with HAI	NHS Boards	December 2008

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Surveillance	Standard template and guidance for local surveillance to be developed and implemented by NHS Boards	Health Protection Scotland / NHS Boards	September 2008
	NHS Boards local surveillance to include setting of control limits and trajectories for reduction of rates / incidence of HAI	NHS Boards	December 2008
	All Boards will have web based test reporting for Clostridium difficile by end of October 2008.	Health Protection Scotland & Diagnostic Laboratories	October 2008
	A pilot of web based episode reporting with roll out to all diagnostic laboratories from March 2009	Health Protection Scotland & Diagnostic Laboratories	March 2009
	Mandatory surveillance of Clostridium difficile associated disease revised to include surveillance of 15 year old and above and quarterly reports	Scottish Government Health Directorates / Health Protection Scotland	April 2009

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Clinical Governance & Risk Management	NHS Boards Risk Register details HAI risks	NHS Boards	September 2008
	HAI incidents and issues recorded on NHS Boards Risk Register reporting systems and reported to 2 monthly Board meetings	NHS Boards	January 2009
Communication	Guidance on communication pathway for reporting and escalating HAI incidents / issues to be reviewed (Watt Matrix)	Scottish Government Health Directorates	December 2008
HAI Standards	NHS Boards to self assess current compliance with QIS HAI Standards (March 2008)	NHS Boards	December 2008
Education & Training	All healthcare workers receive appropriate level of HAI education and training in line with position, including antimicrobial prescribing and resistance	NHS Boards	April 2009
	Infection Control staff undertake appropriate level of education and training	NHS Boards	April 2009

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NHS Scotland Dress Code and Uniform Policy	NHS Scotland interim dress code, applicable to staff, hospital and community issued for implementation to NHS Board's	Scottish Government Health Directorates / NHS Boards	July 2008
	NHS Scotland uniform policy and substantive dress code issued for implementation	Scottish Government Health Directorates / NHS Boards	December 2008
Cleanliness Champions	Cleanliness Champions responsibilities and development programme defined	Scottish Government Health Directorates	December 2008
Environmental Cleanliness	Charge Nurses "sign off" standard of cleanliness in clinical areas	Health Facilities Scotland / NHS Boards	September 2008
	Cleaning matrix and schedule including discipline responsible for cleaning is available in all healthcare settings	NHS Boards	September 2008
Professional Development	All staff to have HAI objective in annual professional development plans	NHS Boards	April 2009