

Greenhead Family Doctors

Dr Ramesh Edara
Dr Madhuri Navuluri

15, Wentworth Street
Huddersfield, HD1 5PX
Phone 01484 530834

www.greenheadfamilydoctors.nhs.uk

IPC Annual Statement Report

Greenhead Family Doctors

09.08.2024

Purpose

This annual statement will be generated each year in April in accordance with the requirements of the [Health and Social Care Act 2008 Code of Practice](#) on the prevention and control of infections and related guidance. The report will be published on the practice website and will include the following summary:

- Any infection transmission incidents and any action taken (these will have been reported in accordance with our significant event procedure)
- Details of any infection control audits undertaken, and actions undertaken
- Details of any risk assessments undertaken for the prevention and control of infection
- Details of staff training
- Any review and update of policies, procedures, and guidelines

Infection Prevention and Control (IPC) lead

The lead for infection prevention and control at Greenhead Family Doctors is Dr Ramesh Edara, Senior GP Partner.

The IPC lead is supported by Jill Ponder (Practice Manager) and Jordanne Farrier (HCA).

a. Infection transmission incidents (significant events)

Significant events involve examples of good practice as well as challenging events.

Positive events are discussed at meetings to allow all staff to be appraised of areas of best practice.

Negative events are managed by the staff member who either identified or was advised of any potential shortcoming. This person will complete a Significant Event Analysis (SEA) form that commences an investigation process to establish what can be learnt and to indicate changes that might lead to future improvements.

All significant events are reviewed and discussed at several meetings each month. Any learning points are cascaded to all relevant staff where an action plan, including audits or policy review, may follow.

In the past year there have been **0** significant events raised that related to infection control. There have also been **0** complaints made regarding cleanliness or infection control.

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b. Infection prevention audit and actions

The practice Infection Prevention and Control (IPC) Audit was completed on 16th November 2023 by Kirklees, the practice achieved **91%**

Following review of highlighted concerns, the following actions have been taken:

- Electric Fans added to the practice cleaning schedule
- Laminated posters added to baby changing facility requesting patients clean the area after use – antibacterial wipes provided
- Laminated guidance posters added to sanitary bins
- New wipeable chair provided in practice nurse room
- Examination area curtains replaced in 2 clinical rooms
- Some spill kits replaced

An IPC audit by Kirklees is requested by the practice every 3 years. A self-assessment audit is completed annually.

Additional audits completed in the last year include:

- Premises Inspection Audit

c. Risk assessments

Risk assessments are carried out so that any risk is minimised to be as low as reasonably practicable. Additionally, a risk assessment that can identify best practice can be established and then followed.

In the last year, the following risk assessments were carried out/reviewed:

- Staffing, new joiners and ongoing training
- Legionella (Safe Water)
- First aid and emergency drugs and equipment
- Staff vaccinations
- Waste management

d. Training

In addition to staff being involved in risk assessments and significant events, at Greenhead Family Doctors all staff and contractors receive IPC induction training on commencing their post. Thereafter, all staff receive refresher training annually.

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e. Policies and procedures

The infection prevention and control related policies and procedures that have been written, updated, or reviewed in the last year include, but are not limited, to:

Infection Prevention and Control Policy (IPC) Policy
Safe Water Policy
Cleaning Standards and Schedule Policy
Health and Safety Policy
Needlestick Injury Protocol
COSHH Guidance Document
Significant Event and Incident Policy
Assistance Dogs and Other Animals
Waste Management Policy

Policies relating to infection prevention and control are available to all staff and are reviewed and updated annually. Additionally, all policies are amended on an ongoing basis as per current advice, guidance, and legislation changes.

f. Responsibility

It is the responsibility of all staff members at Greenhead Family Doctors to be familiar with this statement and their roles and responsibilities under it.

g. Review

The IPC lead and Practice Manager are responsible for reviewing and producing the annual statement.

This annual statement will be updated on or before 31.10.2025.

Signed by

J. Ponder

Jill Ponder
Practice Manager

For and on behalf of Greenhead Family Doctors

