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Section 1: CQC registration requirements		
1.1 Code of practice compliance: Annual IPC Assurance Tool for General Practice	This Assurance Tool has been produced to assist you with providing evidence of compliance with the <i>Health and Social Care Act 2008: code of practice on the prevention and control of infections and related guidance</i> and CQC registration requirements. MASTER COPY – Please photocopy	To be completed as soon as possible. A copy of the results should be kept locally. You should review this tool and your results annually
1.2 Infection Prevention and Control: National Standards of Healthcare Cleanliness in General Practice	This document has been adapted from the <i>National Standards of Healthcare Cleanliness 2021</i> to support implementation in General Practice.	For reference
1.3 How we monitor, inspect and regulate GP practices	This document, updated November 2023, describes the CQCs approach to: <ul style="list-style-type: none"> • Regulating • Inspecting • Rating 	For reference
1.4 Key question (Safe) and quality statement: Infection Prevention and Control	This document provides the Infection Prevention and Control quality statement and what it means.	For reference
1.5 GP mythbuster 99: Infection prevention and control in General Practice (CQC)	GP mythbusters clear up some common myths about their inspections of GP services, independent doctors and clinics and out-of-hours services and share agreed guidance to best practice.	For reference
Section 2: Audit Tools and Assessment Records		
2.1 Monitoring and audit review timescales for General Practice	Audits to be undertaken and their frequency.	For reference
2.2 SICPs Assurance: Annual IPC Audit Tool for General Practice	Annual Infection Prevention and Control (IPC) Audit Tool for General Practice which covers all aspects of the 'Standard infection control precautions'. It should be completed in conjunction with Resources 1.1, 2.4 and 2.5 as part of a quality improvement programme.	Audit Tool should be completed at least annually. Any actions identified should be addressed in an action plan. A copy of the

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	Available to download at www.infectionpreventioncontrol.co.uk . MASTER COPY – Please photocopy	results should be kept locally
2.3 Aseptic technique competency: Annual Assessment Tool for General Practice	Aseptic technique competency Assessment Record for General Practice. Available to download at www.infectionpreventioncontrol.co.uk . MASTER COPY – Please photocopy	Used to annually assess the competency of staff who undertake an aseptic technique procedure and a copy of their results should be kept locally
2.4 Hand hygiene compliance: Monthly Audit Tool for General Practice	Hand hygiene Audit Tool for General Practice incorporating 'Your 5 moments', 'Hand hygiene technique' and 'Bare below the elbows'. Please note that all staff should be assessed for hand hygiene technique on at least an annual basis. Available to download at www.infectionpreventioncontrol.co.uk . MASTER COPY – Please photocopy	Audit Tool to be undertaken on an annual rolling programme, e.g. monthly, and a copy of the results should be kept locally
2.5 PPE compliance: Monthly Audit Tool for General Practice (Putting on and removing)	Personal protective equipment (PPE) Audit Tool for General Practice. Please note that all staff should be assessed for PPE technique on at least an annual basis. Available to download at www.infectionpreventioncontrol.co.uk . MASTER COPY – Please photocopy	Audit Tool to be undertaken on an annual rolling programme, e.g. monthly and a copy of the results should be kept locally
Section 3: Posters and leaflets		
3.1 Actions to be taken following a sharps injury, blood splash or body fluid incident Poster	Flow chart poster showing procedure to follow after an inoculation incident. * Additional copies available to purchase, contact 01423 557340 for further details or visit www.infectionpreventioncontrol.co.uk .	Display in clinical areas (3 printed copies)
3.2 Are you or have you been suffering from diarrhoea and/or vomiting in the last 48 hours Poster	Poster for display during outbreaks of viral gastroenteritis/Norovirus. (* See above)	Display at the entrance (1 printed copy)
3.3 Bare below the elbows Poster	Description of 'Bare below the elbows'. (* See above)	For reference (1 printed copy)
3.4 Bristol stool form scale Poster	For display in sluice/dirty utility room where applicable. For use with the Inter-health and social care infection control transfer Form. (* See above)	Display in the sluice/dirty utility room. For reference (1 printed copy)
3.5 Correct order for putting on and removing personal protective equipment (PPE) Poster	Poster demonstrating the correct order for putting on and removing PPE. Available to download at www.infectionpreventioncontrol.co.uk .	For reference (1 printed copy)
3.6 Correct sharps disposal Poster	Poster showing the correct colour coded sharps containers. (* See above)	Display in clinical areas (3 printed copies)
3.7 Hand hygiene technique for staff Poster	Laminated poster demonstrating the correct technique for hand hygiene to be displayed above clinical handwash basins. (* See above)	Display above clinical handwash basins (6 printed copies)

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3.8 Hand hygiene information Leaflet for community service users and relatives	Leaflet for patients and relatives on handwashing. Available to download at www.infectionpreventioncontrol.co.uk .	For distribution to patients and relatives (3 printed copies)
3.9 National colour coding scheme for cleaning materials and equipment in primary care medical and dental premises Poster	Poster showing the national colour code for cleaning materials for General Practices. (* See above)	Display copy in the cleaner's room (1 printed copy)
3.10 Respiratory and cough hygiene Poster	Poster giving advice on the correct procedure in relation to respiratory and cough hygiene. Available to download at www.infectionpreventioncontrol.co.uk .	Display copy in waiting rooms/areas and staff room (3 printed copies)
3.11 Sharps injury 'Bleed it, Wash it, Cover it, Report it' Poster	Poster showing the correct procedure in the event of a needlestick or sharps injury. (* See above)	Display in clinical areas (3 printed copies)
3.12 Stop - Isolation area Poster	Double sided isolation area poster stating 'awaiting deep clean' and 'no unauthorised entry'. (* See above)	Display copy outside designated isolation area (1 printed copy)
3.13 Stop the spread of germs - please wash your hands for at least 20 seconds Poster	Handwashing poster for patients, visitors and staff toilets (not for use at clinical handwash basins). (* See above)	Display above patient handwash facilities in toilet areas (3 printed copies)
3.14 Thumbs up to help prevent infections spreading Poster	Poster giving advice on staff hand hygiene to service users and visitors. (* See above)	For reference (1 printed copy)
3.15 Waste stream guide for General Practice Poster	Poster showing the correct colour waste stream for General Practice. (* See above)	For reference (1 printed copy)
3.16 Your 5 moments for hand hygiene at the point of care Poster	Poster showing the key moments for hand hygiene at the point of care. (* See above)	Display in clinical areas (3 printed copies)
Section 4: Infection Prevention and Control information, notices and forms		
4.1 Annual statement on compliance with IPC practice (including cleanliness) for General Practice Template	A template that can be adapted for the Annual statement for General Practice. Available to download at www.infectionpreventioncontrol.co.uk .	To adapt as required and make available to patients and regulatory authorities
4.2 Cleaning notice Poster	Laminated poster for display showing when facilities were cleaned and encouraging reporting of breaches in the standard of hygiene. Additional copies available to purchase, contact 01423 557340 for further details.	Display in appropriate areas for visitors. Use a dry marker pen to record information (3 printed copies)

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4.3 Declaration of contamination status Form	Form to be completed for any equipment prior to inspection, service or repair. Available to download at www.infectionpreventioncontrol.co.uk . MASTER COPY – Please photocopy	Reproduce as required
4.4 Inter-health and social care infection control transfer Form	Form to be completed for every patient being transferred to another health and social care provider informing them of the patient’s infection risk. Available to download at www.infectionpreventioncontrol.co.uk . MASTER COPY – Please photocopy	Reproduce as required
4.5 Job description addendums – Community Infection Prevention and Control (all staff) and Designated Community Infection Prevention and Control (IPC) Lead	A 2 page resource containing two job description addendums covering the requirements for all staff and also for the designated IPC Lead. MASTER COPY – Please photocopy	Please ensure staff have the relevant addendum included in their current job description
4.6 Local contact details of Health Practitioners who can provide infection prevention and control advice for General Practice Poster	Poster for display giving local contacts. Additional copies available to purchase, contact 01423 557340 for further details.	Complete information and display a copy on the staff IPC noticeboard (1 copy)
4.7 NHS Community Infection Prevention and Control Website and Policies for General Practice Flyer	27 Community Infection Prevention and Control Policies appropriate to regulated activities. These documents can be adopted as Policies. Downloadable free of charge from www.infectionpreventioncontrol.co.uk . Alternatively, available to purchase in full colour in an A4 presentation folder, visit the website for further details.	Copies of Community IPC Policies should be available
4.8 Preventing Infection Workbook: Guidance for General Practice, feedback and case study Flyer	A5 sized Workbook to help organisation with CQC infection prevention and control requirements and achieve compliance with the <i>Health and Social Care Act 2008: code of practice and related guidance</i> , feedback and an example of achieving compliance.	All staff to receive personal copies. Certificate of completion when 100% competency achieved and record as evidence of learning
4.9 Spillage kits located at Poster	Poster to be displayed which should be completed with the location of spillage kits. Available to download at www.infectionpreventioncontrol.co.uk .	Display in an appropriate area (1 printed copy)
Section 5: National Infection Prevention and Control key reference documents		
5.1 <i>Health and Social Care Act 2008: code of practice on the prevention and control of infections and related guidance</i> (Department of Health and Social Care, December 2022) (<i>Code of practice</i>)	The ‘Code of practice’ states that good management and organisational processes are crucial to make sure that high standards of infection prevention (including cleanliness) are developed. It also sets out the 10 criteria against which the CQC will judge a registered provider on how it complies with IPC requirements.	For reference

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5.2 <i>Managing Medical Devices Guidance for health and social care organisations</i> (Medicines and Healthcare products Regulatory Agency, January 2021)	The purpose of this document is to outline a systematic approach to the acquisition, deployment, maintenance (preventive maintenance and performance assurance), repair and disposal of medical devices.	For reference
5.3 <i>National Standards of Healthcare Cleanliness 2021</i> and supporting documents (NHS England and NHS Improvement, 2021)	Healthcare establishments must be able to demonstrate how and to what standard they are being cleaned. The NHS has rightly earned a high reputation for the cleanliness of its environments. The <i>National Standards of Healthcare Cleanliness 2021</i> apply to all healthcare environments. To encourage continuous improvement they combine mandates, guidance, recommendations and good practice.	For reference
5.4 National Standards of Healthcare Cleanliness 2021 for General Practice (Examples adapted for General Practice)	In addition to the supporting documents in Reference No 5.3, further supporting documents, e.g. 'National Standards of Healthcare Cleanliness Cleaning Audit Score Sheet: An example adapted for General Practice', 'Efficacy Audit (Checklist)', an example set of 'Commitment to Cleanliness Charters' adapted for General Practice for each of the 'Functional risk' categories, are available to download at www.infectionpreventioncontrol.co.uk .	For reference and download. Cleaning Audit Score Sheets to be undertaken as per functional risk assessment, Efficacy Audits to be undertaken annually, and a copy of the results kept locally. Completed commitment to cleanliness charter posters are displayed in all required areas

