

IPC CQC assessment preparation Pack for Care Homes

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Section 1: CQC registration requirements		
1.1 Code of practice compliance: Annual IPC Assurance Tool for Care Homes	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 infection and related guidance (Code of practice)</i> required for Care Quality Commission (CQC) assessments. MASTER COPY – Please photocopy	To be completed annually. A copy of the completed 'Assurance Tool' and 'Action plan' should be kept locally. You should regularly review this Action plan
1.2 CQC Assessment: Assessing quality and performance	Signpost to www.cqc.org.uk/guidance-regulation/providers/assessment/assessing-quality-and-performance which describes the CQC's new assessment approach	For reference
1.3 CQC Assessment framework: Infection prevention and control quality statement	Signpost to www.cqc.org.uk/guidance-regulation/providers/assessment/single-assessment-framework/safe/infection-prevention-control which shows the infection prevention and control quality statement and describes what it means.	For reference
1.4 CQC Assessment framework: Care home and supported living services: evidence categories - Safe	Signpost to www.cqc.org.uk/guidance-regulation/providers/assessment/care-homes-and-supported-living-services-evidence-categories/safe which shows the evidence categories to demonstrate 'Safe'.	For reference
1.5 CQC: Infection prevention and control in care homes	Signpost to www.cqc.org.uk/guidance-regulation/providers/adult-social-care/infection-prevention-control-care-homes which is currently under review, but contains questions that the CQC have used to gather information about infection prevention and control.	For reference
1.6 Examples of good and outstanding IPC practice	Suggested examples of good and outstanding IPC practice	For reference

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Section 2: Audit Tools and Assessment Records		
2.1 IPC monitoring and audit review timescales	Audits to be undertaken and their frequency.	For reference
2.2 SICPs Assurance: Annual IPC Audit Tool	Annual SICPs Assurance Audit Tool for Care Homes. Available free to download, go to www.infectionpreventioncontrol.co.uk	The SICP Assurance Audit Tool should be completed at least annually in conjunction with Resources 1.1 and 2.4-2.11. When improvements need to be made or immediate action needs to be taken, details should be included in the 'Action plan'. The Action plan should be reviewed regularly to demonstrate continuous improvement.
2.3 Aseptic technique competency: Annual Assessment Tool	Aseptic technique competency Assessment Tool for Care Homes. Available free to download, go to www.infectionpreventioncontrol.co.uk	Staff should be assessed annually and a copy of their results should be kept locally.
2.4 Commode and commode pan compliance: Monthly Audit Tool	Commode and commode pan Audit Tool for Care Homes. Available free to download, go to www.infectionpreventioncontrol.co.uk	Audit to be undertaken monthly. In the event of non-compliance, an 'IPC Action Plan' should be produced and reviewed regularly.
2.5 Enteral tube feeding compliance: Annual Audit Tool	Enteral tube feeding Audit Tool for Care Homes. Available free to download, go to www.infectionpreventioncontrol.co.uk	Staff should be assessed annually. In the event of non-compliance, an 'IPC Action Plan' should be produced and reviewed regularly.
2.6 Hand hygiene compliance: Audit Tool	Hand hygiene Audit Tool for Care Homes incorporating 'Your 5 moments for hand hygiene at the point of care', 'Hand hygiene technique for staff' and 'Bare below the elbows'. Please note that all staff should be assessed for hand hygiene technique on induction and at least annually. Available free to download, go to www.infectionpreventioncontrol.co.uk	Audit to be undertaken on induction and as part of an annual rolling programme, e.g. monthly. In the event of non-compliance, an 'IPC Action Plan' should be produced and reviewed regularly.
2.7 Mattress and mattress cover compliance: Audit Tool	Mattress and mattress cover Audit Tool for Care Homes. Available free to download, go to www.infectionpreventioncontrol.co.uk	Audit-to be undertaken as part of a frequent inspection regime based on local risk assessment, e.g. weekly, monthly, for all mattresses before and during use. In the event of non-compliance, an 'IPC Action Plan' should be produced and reviewed regularly.

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2.8 PPE (Putting on and removing) compliance: Audit Tool	Personal protective equipment Audit Tool for Care Homes. Please note that all staff should be assessed for PPE compliance on induction and at least annually. Available free to download, go to www.infectionpreventioncontrol.co.uk	Audit to be undertaken on induction and as part of an annual rolling programme, e.g. monthly. In the event of non-compliance, an 'IPC Action Plan' should be produced and reviewed regularly.
2.9 Pressure relieving cushion and cushion cover compliance: Audit Tool	Pressure relieving cushion and cushion cover Audit Tool for Care Homes. Available free to download, go to www.infectionpreventioncontrol.co.uk	Audit-to be undertaken as part of a frequent inspection regime based on local risk assessment, e.g. weekly, monthly, for all mattresses before and during use. In the event of non-compliance, an 'IPC Action Plan' should be produced and reviewed regularly.
2.10 Safe management of care equipment compliance: Monthly Audit Tool	Safe management of care equipment Audit Tool for Care Homes. Available free to download, go to www.infectionpreventioncontrol.co.uk	Audit to be undertaken monthly. In the event of non-compliance, an 'IPC Action Plan' should be produced and reviewed regularly.
2.11 Safe management of the care environment compliance: Monthly Audit Tool	Safe management of the care environment Audit Tool for Care Homes. Available free to download, go to www.infectionpreventioncontrol.co.uk	Audit to be undertaken monthly. In the event of non-compliance, an 'IPC Action Plan' should be produced and reviewed regularly.
2.12 IPC Action Plan	IPC Action Plan template. Available free to download, go to www.infectionpreventioncontrol.co.uk	Generic IPC Action Plan template for completion as appropriate, e.g. in the event of non-compliance identified by an audit. The Action Plan should include information on good practice, issues identified, actions required, timescales, responsibility and progress.
Section 3: Posters, leaflets and notices		
3.1 Actions to be taken following a sharps injury, blood splash or body fluid incident	Flow chart poster showing procedure to follow after an inoculation incident. To order further copies, go to www.infectionpreventioncontrol.co.uk	Copy available in appropriate staff areas, e.g. clinical room, office, staff room (3 copies)
3.2 Are you or have you been suffering from diarrhoea and/or vomiting in the last 48 hours	Poster giving advice for people who have had diarrhoea and/or vomiting in the last 48 hours. To order further copies, go to www.infectionpreventioncontrol.co.uk	Display at the entrance (1 copy)

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3.3 Bare below the elbows	Poster describing 'Bare below the elbows'. To order further copies, go to www.infectionpreventioncontrol.co.uk	Display a copy on the IPC noticeboard and available for staff (3 copies)
3.4 Bristol stool form scale	Poster showing the different stool types to assist when completing a bowel history, i.e. stool chart record or transfer documentation, e.g. patient passport or an Inter-health and social care infection control transfer Form. To download or order further copies, go to www.infectionpreventioncontrol.co.uk	Display in the sluice/dirty room and available for staff (3 copies)
3.5 Cleaning and disinfecting a commode for Care Home settings	Poster demonstrating the correct procedure for cleaning and disinfecting a commode. To download/order further copies, go to www.infectionpreventioncontrol.co.uk	Display in appropriate area, e.g. sluice/dirty room and use as an education tool (1 copy)
3.6 Cleaning and disinfecting a commode pan or bed pan manually for Care Home settings	Poster demonstrating the correct procedure for cleaning and disinfecting a commode pan or bed pan. To download or order further copies, go to www.infectionpreventioncontrol.co.uk	Display in appropriate area, e.g. sluice/dirty room and use as an education tool (1 copy)
3.7 Correct order for putting on and removing personal protective equipment (PPE)	Poster demonstrating the correct order for putting on and removing personal protective equipment. To download or order further copies, go to www.infectionpreventioncontrol.co.uk	Available in appropriate areas, e.g. donning and doffing stations, and use as an education tool (1 copy)
3.8 Correct sharps disposal	Poster showing the correct colour coded sharps container. To download or order further copies, go to www.infectionpreventioncontrol.co.uk	Available in appropriate area, e.g. clinical room and use as an education tool (1 copy)
3.9 Do you have an outbreak of viral gastroenteritis?	Flow chart to be followed in the event of a suspected outbreak. To order further copies, go to www.infectionpreventioncontrol.co.uk	Available in appropriate areas, e.g. office, accessible to all staff (3 copies)
3.10 Hand hygiene technique for staff	Poster demonstrating the correct technique for hand hygiene to be displayed above clinical handwash basins. To order further copies, go to www.infectionpreventioncontrol.co.uk	Available at clinical handwash basins (6 copies)
3.11 Hand hygiene information leaflet for community service users and relatives	Leaflet for residents and relatives on hand hygiene. To download or order further copies, go to www.infectionpreventioncontrol.co.uk	For distribution to residents and relatives (1 copy)
3.12 National colour coding scheme for cleaning materials and equipment in care homes	Poster showing the national colour code for cleaning materials and equipment in Care Homes. To order further copies, go to www.infectionpreventioncontrol.co.uk	Available in the cleaner's room (3 copies)
3.13 Outbreak of infection - Visitors: Please seek advice before entering	Poster informing visitors that the facility has an outbreak of confirmed or suspected viral gastroenteritis. To order further copies, go to www.infectionpreventioncontrol.co.uk	Display at entrance during outbreaks (1 copy)
3.14 Respiratory and cough hygiene	Poster showing the steps to help prevent the spread of colds, flu and other respiratory infections. To download or order further copies, go to www.infectionpreventioncontrol.co.uk	Available in appropriate area, e.g. clinical room and use as an education tool (1 copy)

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3.15 Sharps injury 'Bleed it, Wash it, Cover it, Report it'	Poster showing the correct procedure in the event of a needlestick or sharps injury. To order further copies, go to www.infectionpreventioncontrol.co.uk	Available in appropriate area, e.g. clinical room and use as an education tool (1 copy)
3.16 Stop the spread of germs – please wash your hands for at least 20 seconds	Poster showing the correct handwashing procedure for residents and visitors. To order further copies, go to www.infectionpreventioncontrol.co.uk	Available at resident's handwash facilities and in public toilets (6 copies)
3.17 Stop the spread of infection for Care Homes	Signage advising visitors with infections, such as respiratory symptoms, diarrhoea and/or vomiting, or other infectious conditions, not to come in. To download, go to www.infectionpreventioncontrol.co.uk	Display at the entrance (1 copy)
3.18 Supporting safer visiting in Care Homes during outbreaks of infection leaflet	A leaflet containing information to help prevent the spread of infection and support safer visiting during an outbreak of infection. To download, go to www.infectionpreventioncontrol.co.uk	For distribution to residents and relatives (1 copy)
3.19 Thumbs up to help prevent infections spreading	Poster giving advice on staff hand hygiene to residents and visitors. To order further copies, go to www.infectionpreventioncontrol.co.uk	Available on IPC notice board and available for staff (3 copies)
3.20 Waste stream guide for Care Home settings	Poster showing the correct colour waste stream for Care Homes. To order further copies, go to www.infectionpreventioncontrol.co.uk	Available in appropriate area, e.g. clinical room, and use as an education tool (1 copy)
3.21 Your 5 moments for hand hygiene at the point of care	Describes the key moments for hand hygiene. To download or order further copies, go to www.infectionpreventioncontrol.co.uk	Available on IPC notice board and available for staff (3 copies)
Section 4: Infection Prevention and Control information		
4.1 Annual statement on compliance with IPC practice (including cleanliness) for Care Homes template	An editable template that can be adapted for the Annual statement for Care Homes. To download, go to www.infectionpreventioncontrol.co.uk	To download and adapt as required and make available to regulatory authorities, residents and their relatives as appropriate
4.2 Cleaning notice Poster	Laminated posters for display encouraging reporting of breaches in the standard of hygiene and to record when the facilities were last cleaned. To order further copies, go to www.infectionpreventioncontrol.co.uk	Display in appropriate areas for visitors. Use a dry marker pen to record date and time of cleaning (3 copies)
4.3 Declaration of contamination status Form	Form to be completed in accordance with the flow chart for any equipment prior to inspection, service or repair. This form can be completed electronically. To download, go to www.infectionpreventioncontrol.co.uk	Complete electronically and download as required
4.4 Infection Prevention and Control risk assessment template	A template that can be used to work through and document IPC risk assessment To download, go to www.infectionpreventioncontrol.co.uk	To download and adapt as required

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4.5 Inter-health and social care infection control transfer Form	Form to be completed for every resident being transferred to another health and social care provider, informing them of the resident's infection risk, if no alternative document used, e.g. patient passport. This form can be completed electronically. To download, go to www.infectionpreventioncontrol.co.uk	Complete electronically and download as required
4.6 IPC Cleaning schedule and record templates	Templates to support development of cleaning schedules and records in accordance with CQC requirements. For further information on purchasing, go to www.infectionpreventioncontrol.co.uk	An electronic copy available to purchase and can be adapted for local use
4.7 Job description addendum – 'Infection Prevention and Control' and 'Designated IPC Lead'	Addendum or paragraph on Infection Prevention and Control for adding to job descriptions for all staff and for the designated IPC Lead. To download, go to www.infectionpreventioncontrol.co.uk	Please ensure all staff have the Infection Prevention and Control addendum or the text included in their current job description. The designated IPC Lead also needs the extra addendum or text
4.8 Local contact numbers for reporting outbreaks of infection and Infection Prevention and Control advice for Care Homes	Poster for display giving local contact numbers. To order further copies, go to www.infectionpreventioncontrol.co.uk	Complete information and display a copy in appropriate areas, e.g. office, on the IPC noticeboard (1 copy)
4.9 Spillage kits located at Poster	An editable poster to be displayed which should be completed with the location of spillage kits. Available free to download, go to www.infectionpreventioncontrol.co.uk	Display in an appropriate area (1 copy)
4.10 Website: 'Community Infection Prevention and Control website' and 'Policies for Care Home settings'	Introduction to the 'one-stop-shop' website for infection prevention and control, including 30 Infection Prevention and Control (IPC) Policies for Care Home settings appropriate to regulated activities. These IPC Policies can be adopted by your organisation as their Policies. Some resources are free to download, such as the IPC Policies, and other resources are available to purchase. For further information, please visit www.infectionpreventioncontrol.co.uk	Copies of relevant up-to-date IPC Policies should be available
4.11 Workbook: 'Preventing Infection Workbook: Guidance for Care Homes'	Information on the A5 80 page Workbook to help care homes achieve compliance with the <i>Code of practice</i> and CQC registration requirements in relation to infection prevention and control education and training. For further information on purchasing, go to www.infectionpreventioncontrol.co.uk	All staff should receive a personal copy. The 'Certificate of completion' to be signed by the Manager when 100% has been achieved and recorded as evidence of learning

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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) (Code of practice)	The <i>Code of practice</i> 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. Available at www.gov.uk/government/publications/the-health-and-social-care-act-2008-code-of-practice-on-the-prevention-and-control-of-infections-and-related-guidance .	For reference
5.2 <i>Managing Medical Devices Guidance for health and social care organisations</i> (Medicines and Healthcare products Regulatory Agency, January 2021)	This document outlines a systematic approach to the acquisition, deployment, maintenance (preventive maintenance and performance assurance), repair and disposal of medical devices. Available at https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/982127/Managing_medical_devices.pdf .	For reference
5.3 <i>National Standards of Healthcare Cleanliness 2025</i> (NHS England, February 2025)	It is important those carrying out cleaning duties understand their responsibilities as required under the Health and Safety at Work etc Act 1974 and associated regulations including COSHH. Further advice on cleanliness in all healthcare settings, including care homes, is available at www.england.nhs.uk/long-read/national-standards-of-healthcare-cleanliness-2025/ . Care Homes do not have to follow the same format if their current approach covers the key information.	For reference
5.4 <i>National Standards of Healthcare Cleanliness: Cleaning methodologies and Cleaning manual</i> (NHS England, 2022)	These documents have been designed for the NHS, but contain helpful information on method statements for cleaning techniques. Available at www.infectionpreventioncontrol.co.uk/resources/nsohc-cleaning-methodologies-contents-page-national-standards-of-healthcare-cleanliness/	For reference