

ROLE BRIEF

Department:	Governance
Job Title:	Infection Prevention and Control Support Nurse (Band 5/6)
Responsible To:	Head of Risk Management/ IPCNS
Location:	Corporate- across all sites
Key Duties:	<ul style="list-style-type: none"> • The post holder is responsible for assisting in the development and delivery of an effective infection control service which meets the requirements detailed in the National Infection Prevention and Control Manual (NIPCM) Healthcare Associated Infection (HAI). • Work with clinical staff to ensure evidence-based policies and practice is followed for the management of: Infection prevention & control, Isolated/infected patients etc. • Work with team leaders and link staff for infection prevention providing guidance and advice on best practice. • Educate clinical & non-clinical staff to ensure practice is effectively documented and standards are adhered to in relation to IPC. • Assist in the investigations and compilations of root cause analysis for infections identified through surveillance. • Assist with the comprehensive infection control audit programmes to ensure the continuous review of infection control practices and of clinical environments. The post holder will ensure that results are reported back to clinical and non-clinical operational staff, promptly in an appropriate format to allow action and service improvements to be undertaken. • Where a Major Outbreak is declared by the Public Health Department the post holder will, where appropriate, develop within the role to become an active participant in the Outbreak Control Team. • Manage a wide range of complex and sometimes conflicting priorities whilst at all times ensuring that the needs of the patient are placed at the centre of care delivery. • Produce regular reports on the progress of the project for the Infection Control Team. • Assist in the development of creative and innovative methods in order to integrate infection control into all through participation in awareness weeks/ days.
Key Accountabilities:	<p>The post holder will report directly to the Head of Risk Management / Infection Prevention and Control Clinical Nurse specialist.</p> <ul style="list-style-type: none"> • Contribute to the development and implementation of the Annual Infection Control Planned Programme. • Contribute to the development of the Annual Infection Control Report. • Will ensure that a risk management approach is integral to the prevention and control of infection processes employed. Following risk assessment the post holder will prioritise competing infection prevention and control measures based on available resources.

	<ul style="list-style-type: none"> • Assist in the review and development of Infection prevention and control policies. • Assist in the development and delivery of the IPC education programme. • Be responsible for maintaining a programme of alert organism and condition surveillance. • Will assist in managing outbreaks of infection within Horder healthcare inpatient facilities. This involves investigation; collection and collation of data; instructing on control measures; liaising with relevant parties including management, microbiologists, public health, and clinical areas; and report on outcomes. • Be an active participant in relevant committees and working groups.
Key Knowledge, Skills and Experience:	<p>Must Haves</p> <ul style="list-style-type: none"> • 1st Level Registered Nurse with clinical experience. • Post registration education, training and development qualification (ENB998 or equivalent). • IT skills input, retrieve, analyse and report data for research utilising Microsoft Office packages to produce summary data to be included in quarterly and annual reports to the relevant committees. • Competent in the use of Word and basics of Excel and Power Point. • Practical experience of under-taking audit and developing action plans. • Excellent communication skills verbal and written. • Car driver essential as there will be a requirement to travel between sites. <p>Nice to Haves</p> <ul style="list-style-type: none"> • CPD accredited course in infection prevention and control or a commitment to attaining an appropriate Infection Control qualification on completion of probation period. • Knowledge of research and audit including implementation of findings, review of outcomes and report writing. • Evidence of recent educational and professional development in aseptic technique and IV therapy.
Health and Safety:	<p>The Health Act 2008</p> <p>Code of Practice for Prevention and Control of Healthcare Associated Infections:</p> <p>You will carry out your duties in a way that maintains and promotes the principles and practice of infection prevention and control. You will comply with national standards, policies, guidelines and procedures. If you need a few tips, speak with our Infection Control Specialist.</p> <p>For clinical colleagues with direct patient contact, this will include (but is not limited to):</p> <ul style="list-style-type: none"> • compliance with clinical procedures and protocols, including uniform and dress code. • the use of personal protective equipment.

	<ul style="list-style-type: none"> • safe procedures for using aseptic techniques . • safe disposal of sharps. <p>Please take due care at work, reporting any accidents, incidents or near misses to your line manager and record them on the Datix system.</p>
Equal Opportunities	Horder Healthcare's Equal Opportunities Policy tells you all about our commitment to ensuring that no patient, colleague or prospective colleague is discriminated against, whether directly or indirectly on the grounds of : gender, sexual orientation, age, marital status, responsibility for dependents , disability, religion, creed, colour, race, nationality, ethnic or national origin, trade union activity, social background, health status, or is disadvantaged by conditions or requirements which cannot be shown as justifiable.
Confidentiality	You will make sure that no confidential information is disclosed about Horder Healthcare or its associated companies (including information about patients and colleagues) to any unauthorised person .
Safeguarding	You will be aware of the key issues in safeguarding children and vulnerable adults from significant and serious harm. Reporting safeguarding concerns to appropriate professionals and recording incidents accurately.
People Managers (if applicable)	You have a responsibility to manage your team, ensuring safe staffing levels at all times. You should ensure all new team members are effectively inducted onto your department; making sure that mandatory training is complete and kept up to date. You should effectively manage your team members monitoring performance and absence, using the HR policies and procedures.
Review	<p>Whilst this role brief outlines the main duties of your role identified at the date of issue, you may be required to carry out additional tasks as requested by senior colleagues.</p> <p>Your role may be subject to amendments in the light of the changing needs of the business, and will be reviewed periodically, which we'll discuss with you first.</p>
Role Brief Agreement	<p>I have read this role brief and understand the contents of my day-to-day duties. I also understand that this role brief may change over time with the business needs of Horder Healthcare. I understand that the role brief will therefore be subject to periodic review.</p> <p>Colleague name:</p> <p>Colleague signature:</p> <p>Date:</p>