



NHS Greater Glasgow & Clyde

**Infection Prevention & Control Education Strategy for
Mandatory & Continuing Education**

January 2023

Changes to previous version:

- Update of new HAI Standards guidance.
- Additional information on Scottish Infection Prevention & Control Education Pathway (SIPCEP) layers.

Document Control Summary

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1. Statement

The NHS Greater Glasgow & Clyde (NHSGGC) Control of Infection Committee recognises that there can be significant risks to patients, healthcare workers (HCWs) and visitors as a consequence of Healthcare Associated Infection (HAI). These risks necessitate a specific Infection Prevention and Control (IPC) Education Strategy to ensure that IPC education is not only provided, but is accessible to all healthcare teams and individuals. Staff should be supported to undertake IPC education and training appropriate to role, responsibilities and workplace setting, to enable them to minimise infection risks in the care setting. Patients have the right to be cared for by HCWs who are competent, and therefore training is an essential component for HCWs to achieve their personal goals and for the teams and services within NHSGGC to achieve their objectives. The care and support that the patient receives should be informed by evidence and best practice.

In addition, patients also have the right to be cared for in an environment for which there is ongoing sufficient and effective cleaning. Consequently Healthcare Support Workers (HCSW) who maintain the environment, e.g. service assistants, must also attend an appropriate education programmes to enable them to provide a safe and clean environment.

This IPC Education Strategy will be relevant to all HCWs and HCSW employed by NHSGGC and recognise that professional education qualifications are not necessarily a marker of sufficient knowledge in IPC. NHS GGC will provide access to an education programme that includes multiple and integrated approaches to training to ensure access to IPC education across all professions appropriate to staff roles.

2. Objectives for the Infection Prevention and Control (IPC) Education Strategy

The overall objective of this IPC Education Strategy is to ensure that:

NHS Greater Glasgow & Clyde has a workforce with the necessary knowledge and skills in infection prevention and control to ensure they can practise safely, preventing and minimising the risks of HAI to their patients, the general public, their co-workers and themselves.

The (IPC) Education Strategy will:

- Meet specified national HAI educational objectives.
- Meet the HAI education and training needs of all staff in NHSGGC.
- Meet the NHSGGC HAI organisational objectives as per NHS Annual Infection Prevention & Control Programme.
- Support the organisation to demonstrate a continuous quality improvement approach and learning culture to ensure the knowledge and competency of staff.
- Support systems and procedures to identify and promote individual education and training needs of all staff in NHS GGC, including performance objectives and appraisals.
- Ensure that staff not only develop their knowledge, but that they also maintain their knowledge, skills and competencies in line with national guidance.
- Include the evaluation, uptake and effectiveness of IPC education, including allowing staff the opportunity to on the training provided.
- Include exploration of delivery modes and involve external agencies for delivery and collaboration.
- Support the provision of resources available to allow staff to understand their HAI responsibilities.
- Assist managers to develop the IPC knowledge of staff under their supervision.

3. Roles and Responsibilities

Infection Prevention and Control Team

- The NHSGGC Chief Executive carries responsibility for HAI for the Board. For day-to-day management this is delegated to the Director Infection Prevention and Control.
The Associate Nurse Director Infection Prevention and Control (ANDIPC) and Nurse Consultant IPC will ensure delivery of an organisational HAI Education Strategy and report to the Board Infection Control Committee (BICC) on its progress via the IPC Work Plan every two months.
- The Nurse Consultant IPC and IPC Education Group, with support of the Learning & Education will put systems in place to monitor the quality of HAI education and training to ensure this is continually reviewed as part of the overall strategy. This process will be facilitated by the IPC Education Group which is a sub-group of the IPC Senior Management Team Group.

- The IPC Education Group will ensure that NHS GG&C education modules, accessed via LearnPro as well as other formats, will be updated as national and local guidance are reviewed and updated. All training provided will be based on evidence from the latest scientific literature.
- The IPC teams across NHS GG&C will provide opportunities for staff to meet mandatory requirements and identify areas for improvement.

Managers

- All managers and clinical staff must ensure that HAI education needs of their staff and themselves are identified, supported and evaluated through personal development reviews and personal development plans to ensure that they continuously improve knowledge, skills and competencies including role-specific resources where available.
- Line managers must support and facilitate staff to access and undertake training and education appropriate to their role, responsibilities and workplace settings.
- Line managers must maintain up-to-date records of all staff training in HAI using a training record (Example template Appendix 2)

Practice Development / Trainers / Educators will:

- Ensure their contribution to education and training in HAI fits with local and national strategies and is evidence based where evidence exists.
- Be able to demonstrate through KSF processes the maintenance of their own level of knowledge and skills in HAI.

Healthcare Workers (HCWs) will:

- Demonstrate a commitment to preventing and minimising HAI and ensure that they complete, as a minimum, all HAI training as per the IPC Education Matrix (Appendix 1).
- Within their annual personal development plan identify specific objectives to ensure continuous personal development in HAI.
- Maintain competence, skills and knowledge in IPC through completion of training and / or attendance at education event (ARHAI National Infection Prevention and Control Manual, 2022).
- Use learning to ensure that they provide safe, effective and person-centred care.
- Identify and address their own ongoing continuous professional development, education and training needs.
- Act as a role model to others in the maintenance of a safe environment.

4. Training Needs of HCWs

Mandatory HAI Training

As per HIS HAI Standards (2022), all staff will be required to complete mandatory induction training, managed by the Department of Learning and Education, within 3 months of commencing employment. This includes a self-directed, education module on standard infection control precautions (SICPs) as part of the NHS GG&C Statutory and Mandatory Induction Programme. Staff must complete a self-assessment and achieve a >80% pass. To keep knowledge and skills up to date, staff will be expected to complete the SICPs module every 3 years during their employment in NHS GGC. On induction, staff will also be required to undertake NES Infection prevention and control: Clostridioides difficile infection, which is a module within the Scottish Infection Prevention and Control Education Pathway – Foundation layer. There is no requirement to repeat this unless staff and managers agree this would be beneficial as part of update training every 3 years. Staff must be able to demonstrate that they have completed all required training in HAI.

Generic Induction and Single System Induction Portal

All new staff within NHSGGC will, with the support of their manager/reviewer, complete an Induction Checklist within three months of commencing employment. The checklist identifies key elements of induction to ensure that staff are supported in their new role. The single system induction checklist will facilitate the manager / reviewer through this process and the HAI Education Matrix (**Appendix 1**) lists the mandatory and recommended HAI modules staff must undertake and those recommended as updates. LearnPro will notify staff when modules have are within 3 months of expiry and when expired and prompt to re-take these modules. Hand Hygiene is embedded into all IPC training programmes via LearnPro.

Updates and additional learning

The frequency of update training is not defined in the HIS HAI standard, but within NHSGGC the frequency has been defined as every three years or less. NHS GGC staff will be expected to complete the Standard Infection Control Precautions Module and self-assessment on LearnPro NHS in the Statutory and Mandatory section. NHSGGC also considers any HAI topic to represent update training for their staff. This may include completion of on-line modules and face to face training delivered by members of the IPCT. Additional infection control programmes may be undertaken depending on relevance to:

- a)** the profession/role of the individual HCW
- b)** the location in which the HCW is to work

Where appropriate to role, responsibilities and workplace setting, staff can access national learning platforms and systems e.g. Turas Learn, LearnPro and National Education for Scotland (NES) where a number of on-line short courses are available which will enable them to minimise infection risks in care settings. HCW should agree update training to be completed with their line manager that is commensurate with their role. This should be recorded as part of their PDP objectives and discussed at reviews and appraisals.

These can be accessed via the following link: [LearnPro NHS](#)

Service Assistants

Maintaining a clean environment is essential in the prevention and control of infection. Domestic Services staff have an important role to play in the provision of a clean and comfortable environment for the patient. A well-maintained environment inspires confidence in patients, visitors and staff. The National Education & Training Framework for Domestic Services (January 2015) recognises that education is an essential element in developing and motivating a flexible workforce and defines nationally agreed areas of competence, capability, knowledge and behaviour and outlines training, including prevention and control of infection, that should be delivered locally. The NHSGGC IPC Education Programme for Domestic Services includes the concept of the standard infection control precautions and terminal cleaning, as well as other core capabilities described in the Framework. The National Cleaning Services Specification (NHS SCOTLAND 2016) added that on-going training should take cognisance of the outcomes of monitoring reports, skills audits or competency reviews by appropriate responsible persons or managers in line with Personal Development Plans (PDP).

5. The Scottish Infection Prevention and Control Education Pathway (SIPCEP), 2017

The Scottish Infection Prevention and Control Education Pathway (SIPCEP) provides education resources for health and social care staff and students in Scotland. This is a layered staged pathway of IPC education to enable staff to continuously improve their knowledge and skills around infection prevention and control as part of their role. There are 3 staged layers consisting of Foundation, Intermediate and Improvement. The Board will continue to support the development of Senior Charge Nurses (SCN), Senior Charge Midwives (SCM) and Team Leaders through the SIPCEP Foundation Programme. In areas where there is more than one SCN/M, there is an expectation that they all undertake the foundation programme. This course should be completed within a six-month period. All modules within the layers can be accessed individually and can therefore be completed as part of HCW update training (Appendix 1).

6. Policy Context

The following is a synopsis of the national policy context for HAI education:

6.1 Healthcare Improvement Scotland, Healthcare Associated Infection (HAI) Standards (2022), Standard 2: Education to support the prevention and control of infection

Standard 2.1 The organisation implements a comprehensive and accessible IPC education and training programme, in line with role, responsibilities and workplace setting.

Standard 2.2 The organisation's training plan includes IPC education and training, in line with role, responsibility and workplace setting.

Standard 2.3 Staff, in line with role, responsibility and workplace setting have access to clear guidance and support:

Standard 2.4 As part of educational monitoring across the organisation, organisations use local and national IPC-related data and information to:

- evaluate staff knowledge, skills, competency and confidence in IPC
- identify areas for improvement in relation to staff IPC practice
- improve staff IPC practice through further provision of education and training.

6.2 Guidance on Prevention and Control of *Clostridium difficile* Infection (CDI) in Care Settings in Scotland (Health Protection Network Scottish Guidance Revised 2017) - Education Section 2.2.3

All care staff in care settings including hospitals, primary care and community based teams (care homes and care at home), support and auxiliary and non-medical staff, in particular those involved in cleaning, should receive education on all aspects of CDI, including mechanisms for *C. difficile*, potential reservoirs, routes of transmission, risk factors, symptoms and standard and transmission based infection control precautions for CDI.

6.3 CNO Letter (2017) Scottish Infection Prevention and Control Education Pathway (SIPCEP)

The Chief Nursing officer for Scotland launched the SIPCEP in a letter to all health boards in June 2017. The Pathway has now been rolled out to all health and social care staff in Scotland as well as all Scottish colleges and universities with programmes in health and social care. It is expected that all nursing students will complete the modules of the SIPCEP Foundation Layer, covering all Standard Infection Control Precautions (SIPCP), and before students go on placement they should have completed the appropriate SIPCEP modules.

6.4 Mandatory & Recommended Training

Mandatory training is defined as any training or education that is required for an employee to undertake to support the services they deliver in their job role, and is monitored at a local level by senior managers and professional leads. Mandatory training, once identified is compulsory and will be required at induction and at appropriate intervals during employment. Your Line Manager will support you in achieving these requirements through activities agreed as part of your PDP discussion.

Recommended training is not essential for job role but it is suggested that it may be beneficial for the staff member to enhance knowledge and practice.

Appendix 1: HAI related learning modules and staff requirements for mandatory and update learning

Topic	NHS GG&C NES Scottish Infection Prevention & Control Education Pathway (SIPCEP) - Foundation Layer.	SCN / SCM	All Nursing & Midwifery	AHP	Medical	Dental	Clinical HCSW	Non-Clinical Staff
Standard Infection Control Precautions	NHS GG&C/IPC Induction Training: Standard Infection Control Precautions	M	M	M	M	M	M	M
Breaking the Chain of Infection	NES SIPCEP : Breaking the Chain of Infection	M	R	R	R	R	R	R
Why Infection Prevention and Control Matters	NES SIPCEP: Why Infection Prevention and Control Matters	M	R	R	R	R	R	R
Respiratory and Cough Hygiene	NES SIPCEP: Respiratory and Cough Hygiene	M	R	R	R	R	R	R
Hand Hygiene	NES SIPCEP: Hand Hygiene	M	R	R	R	R	R	R
Personal Protective Equipment (PPE)	NES SIPCEP: Personal Protective Equipment (PPE)	M	R	R	R	R	R	R
Prevention and Management of Occupational Exposure	NES SIPCEP: Prevention and Management of Occ. Exposure	M	R	R	R	R	R	R
Safe Management of Blood and Body Fluid Spillages	NES SIPCEP: Blood and Body Fluid Spillages	M	R	R	R	R	R	R
Patient Placement/Assessment for Infection Risk	NES SIPCEP: Patient Placement/Assessment for Inf. Risk	M	R	R	R	R	R	R
Safe Management of Care Equipment	NES SIPCEP: Safe Management of Care Equipment	M	R	R	R	R	R	R
Management of Care Environment	NES SIPCEP: Safe Management of Care Environment	M	R	R	R	R	R	R
Safe Management of Linen	NES SIPCEP: Safe Management of Linen	M	R	R	R	R	R	R
Safe Disposal of Waste (including sharps)	NES SIPCEP: Safe Disposal of Waste (including sharps)	M	R	R	R	R	R	R
Infection Prevention & Control - C. difficile	NES SIPCEP: Infection Prevention & Control - C. difficile	M	M	M	M	M	M	M
IPC - Refresher for Non-Clinical Staff	NES SIPCEP: IPC - Refresher for Non-Clinical Staff							R
IPC - Refresher for Clinical Staff	NES SIPCEP: IPC - Refresher for Clinical Staff	R	R	R	R	R	R	
Acute Hospital Admission Screening	NES: Acute Hospital Admission Screening	R	R		R			
Mandatory Induction	M							
Recommended Update	R							

