



Infection Control Auditing Procedure

Procedure Number
WCDHB-IC-0015

Version Nos:
6

1. Purpose

This Procedure outlines the various Infection Control Audits to be undertaken throughout the West Coast District Health Board (WCDHB).

2. Application

This Procedure is to be followed by all clinical staff throughout WCDHB.

3. Definitions

There are no definitions associated with this Procedure.

4. Responsibilities

For the purposes of this Procedure:

Clinical Nurse Specialist - Infection Control is required to:

- oversee all aspects of this Procedure
- monitor the performance of WCDHB staff members in relation to this Procedure;

Staff Members are required to:

- ensure they abide by the requirements of this Procedure;
- abide by all WCDHB Infection Control Policy and Procedures;
- abide by all WCDHB Health and Safety Policy and Procedure.

5. Resources Required

This Procedure requires no specific resources.

6. Process

- 1.00 WCDHB will develop an infection control auditing programme for the purposes of ensuring compliance with New Zealand Standard – Infection Control NZS 8142:2008, AS/NZS 4187:2003, AS/NZS 4815:2006 and relevant WCDHB Procedures.
- 1.01 Ward Environment Audits will be undertaken focussing on the facilities provided by each Ward/Unit/Department to determine levels of compliance.
- 1.02 Immediate Patient Environment Audits are to be undertaken focussing on infection control in the immediate patient area.
- 1.03 Implementation of Infection Control Audits are to be undertaken to determine compliance With infection control practices in each Ward/Unit/Department.
- 1.04 Each audit is to be carried out by the Clinical Nurse Specialist (CNS) Infection Control or designate on an annual basis, or more frequently if it is determined that there is an infection control problem in any specific Ward/Unit/Department.



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- 1.05 After each audit, the CNS Infection Control will summaries their findings and provides written feedback to the relevant Ward/Unit/Department Manager. The CNS Infection Control will also meet with the relevant Ward/Unit/Department Manager and their staff to discuss the audit findings and to develop an action plan that may be required for any identified acts of non-compliance.
- 1.06 The CNS Infection Control is to provide a monthly report to the WCDHB Infection Control Committee on any audits undertaken, the results and any identified acts of non-compliance.
- 1.07 Where, as a result of an audit, an action plan is required to be developed and implemented, the relevant Ward/Unit/Department Manager is required to report to the WCDHB Infection Committee confirming that the action plan has been implemented. This report is to be provided within the timeframe as determined by the CNS Infection Control and Manager (See Section 1.05).
- 1.08 Within 6 weeks of the WCDHB Infection Control Committee receiving the Manager's written confirmation that the action plan has been implemented, the CNS Infection Control is to undertaken another audit and report the findings to the WCDHB Infection Control Committee. This is to ensure that all aspects of the action plan have been implemented.

7. Precautions and Considerations

- ➔ Each audit is to be carried out by the Clinical Nurse Specialist (CNS) Infection Control or designate on a 12 monthly basis
- ➔ The CNS Infection Control is to provide a monthly report to the WCDHB Infection Control Committee on any audits undertaken, the results and any identified acts of non-compliance.

8. References

- New Zealand Standard – Infection Control NZS 8142:2008
- Australian & New Zealand Standard AS/NZS 4187:2003, Cleaning, disinfecting and sterilizing reusable medical and surgical instruments and equipment, and maintenance of associated environments in health care facilities
- Australian & New Zealand Standard AS/NZS 4815:2006, Office-based healthcare facilities- Reprocessing of reusable medical and surgical instruments and equipment, and maintenance of the associated environment.
- Reducing harm to patients from healthcare associated infections: An Australian infection prevention and control model for acute hospitals, June 2009 Australian Commission on Safety and Quality in Healthcare

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9. Related Documents

WCDHB Infection Control Procedure Manual 2011
WCDHB Health and Safety Policy and Procedure Manual
WCDHB Infection Control Audit Forms

Revision History	Version:	6
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