

University Hospital of South Manchester



NHS Foundation Trust

# INFECTION CONTROL MANUAL INDEX V1.2

Trust Infection Control  
Team

**INFECTION CONTROL MANUAL**

---

**INTRODUCTION**

***The following policies and guidelines must be available in each ward and department. If necessary, specific guidance for specialist areas can be appended by the Department Manager following consultation with the Senior Nurse Manager, Infection Control.***

***These policies and guidelines have been ratified by the Infection Control Committee of the UNIVERSITY HOSPITAL OF SOUTH MANCHESTER NHS FOUNDATION TRUST.***

**INFECTION CONTROL MANUAL**

---

**C O N T E N T S**

Infection Control Team Members

Infection Control Team Contacts

Responsibilities of Staff

**Essential Items for Infection Control**

<b>1.</b>	<b>Section 1 - Practical Guide to Infection Control</b>	<b>1</b>
1.1	Handwashing	2
1.2	Protective Clothing	9
1.3	Glove Policy	15
1.4	Isolation of Patients Susceptible to Infection	20
1.5	Isolation of the Infected Patient	22
1.6	Last Offices	34
1.7	Skin Cleansing Prior to Percutaneous Access	38
1.8	Hospital Outbreak Control Policy	41
1.9	Infection Prevention and Control Policy for Bed Management and Movement of Patients	73
<b>2.</b>	<b>Section 2 - Practical Guide to Infection Control</b>	<b>1</b>
2.1	Collection of Specimens	3
2.2	Transport of Microbiological Specimens	9
2.3	Food Handling and Hygiene	11
2.4	Linen	16
	Guidelines for Domestic Washing Machines in Clinical Areas	21
2.5	Returning Used Equipment to SSD	23
2.6	Policy for Preventing Infections Associated with the Insertion and Maintenance of Short-term indwelling Urethral Catheters	25
2.7	Policy for Preventing Infections Associated with the Insertion and Maintenance of Central Venous Catheters	30
2.8	Policy for Preventing Infections Associated with Peripheral Intravenous Catheters	43
2.9	ANTT (Aseptic Non-Touch Technique) Policy	53
2.10	Blood Culture Policy	60

**INFECTION CONTROL MANUAL**

---

<b>3.</b>	<b>Section 3 - Preventing The Spread of BBVs</b>	<b>1</b>
3.1	Exposure to Blood Borne Viruses through Inoculation or Sharps Injury or Body Fluids	2
3.2	Using and Safe Disposal of Sharps	4
3.3	Action Following Sharps Injury or Exposure to Blood and Body Fluids	7
3.4	Post Exposure Prophylaxis	8
3.5	Policy for Action following Sharps Injury or Exposure to Blood and Body Fluid – PFI Partners	13
<b>4.</b>	<b>Section 4 - Decontamination</b>	<b>1</b>
4.1	Principles and Procedures for Decontamination of Equipment	2
4.2	Decontamination of Foam Mattresses	11
4.3	Standard Infection Tests for Foam Mattresses	12
4.4	Decontamination of Bed Frames	13
4.5	Decontamination of Pressure Relieving Systems	14
4.6	Single Use Items	15
4.7	Policy for the Management of Spillages	16
4.8	Decontamination of Electro-Medical Devices	21
4.9	Equipment Repair Request and Contamination Status	22
4.10	Endoscopy Policy	23
4.11	Policy for Decontamination of Transducers	27
4.12	References	29

**INFECTION CONTROL MANUAL**

---

<b>5.</b>	<b>Section 5 - Organism Specific Policies</b>	<b>1</b>
5.1a	Management of Patients with Methicillin Resistant Staphylococcus aureus (MRSA)	2
5.1b	MRSA Screening	12
5.1c	Management of Staff with Methicillin Resistant Staphylococcus aureus (MRSA)	13
5.2	Clostridium Difficile	15
5.3	Tuberculosis	21
5.4	Group A Streptococcus	34
5.5	Vancomycin Resistant Enterococci (VRE)	36
5.6	Staff with HIV/AIDS	37
5.7	Babies & Toddlers with RSV	41
5.8	Patients with known, suspected or at risk of Creutzfeldt Jacob Disease and Related Disorders	45
5.9	Meningitis & Septicaemia	52
5.10.1	Scabies	54
5.10.2	Lice	57
5.11	Gastroenteritis	62
5.12	Policy for the Control of Multi-Resistant Gram Negative Bacteria	84
5.13	Policy for the Management of Patients attending / admitted via the Accident and Emergency (A & E) department with suspected infectious Respiratory symptoms	90
5.14	Policy for the Management and Control of Viral Haemorrhagic Fevers (VHF)	95

# **Infection Control Team**

***Mandy Bailey - Acting  
Director of Infection Prevention and  
Control***

***Dr B Isalska  
Infection Control Doctor***

***Miss A Pagett  
Team Leader Infection Control***

***Mrs K Mathieson  
Infection Control Nurse***

***Mrs S Jones  
Infection Control Nurse***

***Mrs A Aziz  
Infection Control Nurse***

***Mr B Mullin  
Infection Control Nurse***

***Miss S Keegan/Ms S Walker***

***Personal Assistants to the Infection  
Control Nurses***

# Infection Control Team

*Infection Control Doctor*

*Ext 2885*

*Infection Control Nurse  
(Air call via switchboard)*

*Ext 2630/2*

## **INFECTION CONTROL MANUAL**

---

### **ROLE OF THE INFECTION CONTROL TEAM**

- To make medical and nursing decisions on a 24-hour basis about the prevention and control of infection.
- To provide advice to all grades of staff on the management of infectious patients and other infection control problems.
- To produce the annual infection control programme in full consultation with the Infection Control Committee (ICC).
- The programme will include surveillance of infection and audit of the implementation and compliance with selected policies.
- To provide education and training on the prevention and control of hospital acquired infections (HAI) to all grades of staff.
- To liaise with the Occupational Health Department on relevant staff health issues.
- To liaise with clinical teams on the development of standards, audits and research.
- To provide an annual report to the Chief Executive following discussion with the Infection Control Committee on the results of infection control programme indicating achievements and drawing attention to matters of concern
- To promote good infection prevention and control to ensure compliance with the Health Act 2006.

### **ROLE OF THE NURSE/MIDWIFE**

- To comply with the UKCC Code of Professional Conduct
- To comply with the policies and guidelines in the Infection Control Manual to ensure compliance with the Health Act 2006.

### **ROLE OF THE MEDICAL AND DENTAL STAFF**

- To comply with policies and guidelines in the Infection Control Manual to ensure compliance with the Health Act 2006.
- To comply with the General Medical Council on professional conduct.