

# Ownership Influence & Leadership Checklist

How comfortable are you that your Trust/Health Board fully owns the IP&C agenda? Do you have a clear Board agreed IP&C Strategy which translates to sound IP&C practice at operational level?

The following checklist of questions can help you make an assessment to establish whether IP&C is truly embedded across your organisation – note this list is not exhaustive!

## The Board & Executive Teams

Is an annual IP&C report presented to the Board? ..... Yes / No

Do you have rapid access to the Executive Team and/or the Board when serious outbreaks are evident? ..... Yes / No

As a senior IP&C leader do you report directly to the Executive who takes devolved responsibility for IP&C? ..... Yes / No

If not - how easy is it to access such an individual?

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Are you comfortable with the frequency and level of IP&C data being reported to Executive Teams? ..... Yes / No

Is the IP&C 'voice' heard (via succinct papers and business cases) at an executive level when resources are required? ..... Yes / No

Are you supported by Executive and Communication Teams when launching IP&C related campaigns such as hand hygiene and antibiotic initiatives? ..... Yes / No

Are you supported by Executive Teams when beds need to be closed to control outbreaks (following a comprehensive risk assessment?) ..... Yes / No

If beds are reopened due to severe bed pressures – do you have Executive support to close the beds again when immediate pressures have eased? ..... Yes / No

Is the IP&C service reviewed by Internal Audit on an annual basis – with clear emphasis on ownership? ..... Yes / No

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## Infection Prevention & Control Committee

Does a functional IP&C Committee – chaired by an executive - meet at least monthly and more frequently at times of severe outbreak?

*NB An IP&C Committee chaired consistently by a senior IP&C leader suggests an IP&C “owned” agenda* ..... Yes / No

Do you have a suite of IP&C policies which are regularly reviewed and updated as new evidence emerges? .. Yes / No

Are you comfortable with the seniority of the membership and is a multidisciplinary committee?

*NB Membership by nurses alone does not demonstrate embedded IP&C across all disciplines* ..... Yes / No

Does the IP&C Committee include members from Hotel Services, Estates & Pharmacy? ..... Yes / No

Does each division/clinical board feedback their own HCAI data including numbers of patients with defined healthcare acquired pathogens? ..... Yes / No

Are you confident that divisions/clinical boards have engaged in audit processes and fed back results such as hand hygiene, cleanliness, antibiotic policies? ..... Yes / No

Can the IP&C team validate the audit results? ..... Yes / No

Are you confident that divisions/clinical boards have engaged in outbreak control & root cause analysis meetings? Are they feeding back key learning so other divisions/clinical boards can learn too? ..... Yes / No

## Operational Level

Are you comfortable that you have the human and technology resources needed to deliver a comprehensive, surveillance, audit and education service? Taken account of all the other pressures that have emerged over the past two decades including actions associated with emerging pathogens, initiatives such as ANTT and an extended service to cover care homes and community settings? If not please see Ownership Influence & Leadership, service provision. .... Yes / No

Do you have ward/dept engagement at outbreak control and root cause analysis meetings? Are these meetings held with some urgency? If so do ward/dept staff present their own data and learning with support & validation from the IP&C team? ..... Yes / No

Is a genuine welcome extended to IP&C teams in the majority of clinical areas? ..... Yes / No

Is there a comprehensive IP&C education programme delivered regularly – either electronically or in person? Is attendance recorded and fed back at the IP&C Committee? ..... Yes / No

Its unlikely that any organisation complies with all the components listed above, so how can you – as a senior IP&C leader – influence executive teams to embrace these important strategic objectives?

**Call Inivos today on 0845 270 6690 or visit [inivos.com](https://www.inivos.com) to find out how we can support you with your IP&C strategic objectives.**