



Infection prevention and control (IPC) governance self-assessment checklist

Does your aged care service have:

- ☐ A documented IPC program with appropriate policies and procedures?
- ☐ Documented IPC risks contextualised to your service?
- ☐ A committee with oversight of IPC in your service?
- ☐ Your IPC program managed by an accountable lead within your service?
- ☐ An allocated IPC lead?
- ☐ Roles and responsibilities for IPC clearly articulated within the IPC program?
- ☐ Sufficient resources allocated to enable implementation of the IPC program?
- ☐ Contingencies for a variety of infection and transmission types detailed in your IPC program?
- ☐ A documented staff vaccination program?
- ☐ Information and planning to support and facilitate access to vaccinations for older people (including boosters)
- ☐ Record keeping and reporting protocols (including vaccination records)
- ☐ Measures for rapid access to and use of oral antiviral treatments

As part of your governance process does your aged care service:

- ☐ Review national and state guidance for relevant changes
- ☐ Review and update organisational operational policies and procedures as required
- ☐ Review and update your organisational IPC management plans as required
- ☐ Maintain version control and dated amendments on all infection prevention and control documentation required for your governance and service provision



Does your aged care service have systems to maintain safety, quality and continuous improvement such as:

- ☐ Signal or point prevalence surveillance and auditing for infections?
- ☐ Risk mitigation and management infection prevention practices?
- ☐ Surveillance and auditing activities for antimicrobial stewardship?
- ☐ Investigation and review of infection prevention and control incidents?
- ☐ Reporting of surveillance and audit results into the IPC Program, leading to continuous improvement activities?
- ☐ Review of clinical and other data to support risk assessment?
- ☐ Regular reviews of your IPC Program, outbreak plans and risk management systems for currency, compliance and effectiveness?
- ☐ Communication and training processes to keep your workforce updated of changes?
- ☐ Conducting outbreak preparedness simulations covering all aspects of outbreak management plans?

Does your aged care service use the following sources to maintain currency in commonwealth and state guidance, standards, legislation and operating requirements?

- ☐ Aged Care Quality and Safety Commission
- ☐ Australian Commission for Quality and Safety in Health Care
- ☐ WorkSafe Australia
- ☐ Therapeutic Goods Administration
- ☐ Fair Work Australia
- ☐ Organisational residential and/or home services policy requirements
- ☐ Other

How does your aged care service communicate IPC program changes to stakeholders including workers, students, volunteers, visitors and families to maintain required compliance?



Phone
1800 951 822



Web
agedcarequality.gov.au



Write
Aged Care Quality and Safety Commission
GPO Box 9819, in your capital city