

SINGLE CORPORATE SERVICES

INFECTION PREVENTION AND CONTROL

Job title:	Infection Prevention Practitioner	To be completed by HR <i>Job Reference Number</i>
Reporting to:	Senior Matron IPC	
Accountable to:	Senior Matron IPC/Deputy Director Infection Prevention and Control	
Pay Band:	3	

As part of the Single Corporate Service, this role is a designated site-based role however the post holder will be part of the Corporate Service team which provides a service across both Isle of Wight NHS Trust and Portsmouth Hospitals University NHS Trust.

As the single corporate service will be delivered across both organisations, individuals may be required to undertake business travel between sites. The frequency and arrangements will be discussed on an individual basis and the staff mobility local agreement will apply.

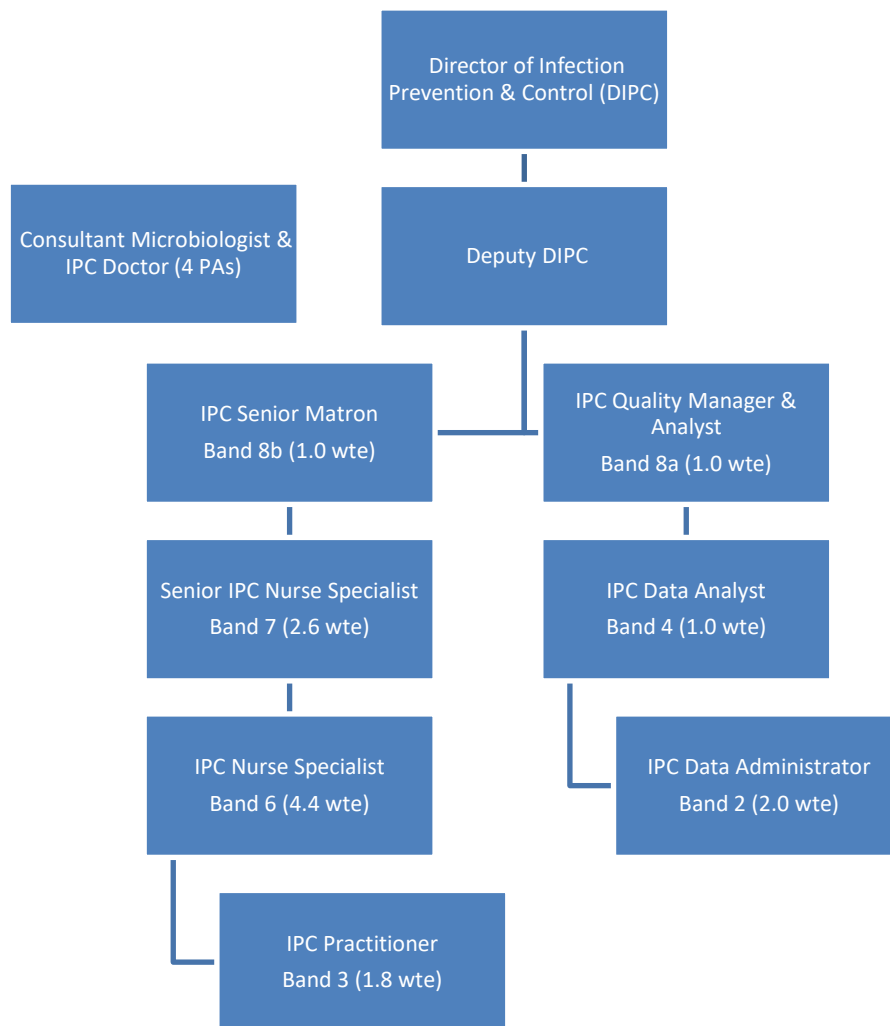
Job purpose

- To actively assist the Infection Prevention Team (IPT) in the delivery of safe, clean care.
- To actively promote best practice relating to infection prevention and control (IPC) in the clinical areas.
- To take part in audit and surveillance programmes relating to decontamination of equipment and the environment.

Job summary

- Support and assist the IPT in outbreak management.
- Support and assist the IPT in the delivery of infection prevention education.
- Have regular contact with clinical areas providing support and advice on IPC issues whilst promoting evidence-based practice.
- Act as a patient advocate, ensuring that any patient care reflects best practice with regards to infection prevention.
- Promote and develop best practice in order to reduce and prevent Healthcare Associated Infections (HCAI) across the Trust.

Organisational Chart



Specific Core Functions

- Promote and set high standards of IPC in line with Trust policies, protocols and guidelines.
- Provide IPC advice to mitigate risks of infection to patients, staff and visitors.
- Support the IPT in the development of Audit tools and the IPC Audit programme to inform practice and enable staff to meet the requirements of the Trust policies.
- Contribute to a weekend rota to provide 7-day IPC cover.

Key Responsibilities

Clinical/Professional

- Implement the Trust 'values and beliefs' ensuring they are embedded into everyday practice.
- Effectively communicate any IPC concerns to senior staff within the team.
- Act as a role model demonstrating excellent IPC practice.

- Assist in the delivery of education, learning and training programmes for all disciplines of staff, particularly relating to hand hygiene and decontamination of equipment and the environment.
- Participate in the mandatory surveillance of HCAI and maintain accurate records of IPC support, advice and interventions.

Management/Leadership

- Provide leadership that inspires and motivates others to take individual responsibility for IPC across the Trust.
- Demonstrate awareness of national and local guidelines relating to IPC.
- Contribute to aspects in the development of evidence-based guidelines, standards and protocols as required and implement change to improve IPC practice.
- Under the supervision of the Nurse Specialists assist in the investigation and resolution of infection outbreaks.
- Promote effective communication within the Team.
- Comply and promote compliance with all Trust policies.
- Attend relevant Team meetings.
- Work closely with infection link practitioners to ensure high quality evidence-based care delivery.

Research and Education

Research

- Support local research teams and contribute to local department multidisciplinary audits.

Education

- Attend relevant local and regional training events as required.
- Contribute to a programme of education for infection link practitioners.
- Participate as a member of the IPT by helping to identify education and training needs of all staff in the Trust clinical and non-clinical in relation to infection control.
- Identify and agree objectives for own professional development.
- Maintain and develop own knowledge skills within speciality.

Communication and Working Relations

- Refer information of potential clinical significance to a Nurse Specialist in a timely and confidential manner.
- Support effective communication between all wards, departments, community staff and other health care professionals.
- Communicate IPC advice and education to staff, promoting and maintaining good working relationships across the organisation.
- Ensure effective electronic, verbal and written communication with all members of the team.

Working Conditions

- Working within an environment that requires rapid response and an aptitude for dealing with frequent and unpredictable interruptions/events.
- The ability to plan and manage own workload and work autonomously.
- Continued exposure to VDU.
- Ability to adapt and adjust to various working environments.

Communication and Working Relationships

- The post holder will be providing and receiving routine information orally to assist in undertaking own job. Communication is mainly with work colleagues.

Analytical and Judgement

- Judgements involving facts or situations, some of which require analysis.

Planning and organising

- The post holder organises own day-to-day work tasks or activities.

Physical Skills

- The post requires physical skills which are normally obtained through practice over a period of time or during practical training e.g. standard driving or keyboard skills, use of some tools and types of equipment.

Patient Client Care

- Provides personal care to patients/clients or provides basic clinical technical services for patients/clients or provides basic clinical advice.

Policy and Service Development

- The post holder follows policies in own role which are determined by others; no responsibility for service development, but may be required to comment on policies, procedures, or possible developments.

Financial Management

- The post holder will observe a personal duty of care in relation to equipment and resources used in the course of their work.

Management/Leadership

- The post holder provides advice or demonstrates own activities or workplace routines to new or less experienced employees in own work area.

Information Resources

- The post holder records personally generated information.

Research and development

- Undertakes surveys or audits, as necessary to own work; may occasionally participate in R&D, clinical trials or equipment testing.

Freedom to Act

- The post holder is guided by standard operating procedures (SOPs), good practice, established precedents and understands what results or standards are to be achieved. Someone is generally available for reference and work may be checked on a sample/random basis.

Physical effort

- A combination of sitting, standing, and walking with little requirement for physical effort. There may be a requirement to exert light physical effort for short periods.

Mental effort

- There is a frequent requirement for concentration where the work pattern is predictable with few competing demands for attention, or there is an occasional requirement for concentration where the work pattern is unpredictable.

Emotional Effort

- Occasional exposure to distressing or emotional circumstances, or frequent indirect exposure to distressing or emotional circumstances, or occasional indirect exposure to highly distressing or highly emotional circumstances.

Working conditions

- Occasional exposure to unpleasant working conditions, or occasional requirement to use road transportation in emergency situations, or frequent requirement to use road transportation, or frequent requirement to work outdoors, or requirement to use Visual Display Unit equipment more or less continuously on most days.

Person Specification

Criteria	Essential	Desirable	How criteria will be assessed
Qualifications	NVQ III in care, QFC diploma in level 3 or equivalent. GCSE in maths and English or equivalent numeracy and literacy skills at level 2.		Application
Experience	Experience of working with Word, Outlook, Excel and Microsoft Office software. Can demonstrate attitude and aptitude appropriate for the post. Previous NHS experience in a clinical environment.		Application/Interview
Knowledge	Has insight into the role and specialty of IPC. Good verbal and written skills. Good interpersonal skills.		Application/Interview

	Good understanding of patient safety. Able to demonstrate the importance of confidentiality. Attention to detail and accuracy. Ability to work both as part of a team and independently demonstrating initiative. Effective patient care skills relevant to the role. Ability to prioritise workload.		
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Compliance statement to expected organisational standards.

To comply with all Trust Policies and Procedure, with particular regard to

- Risk Management
- Health and Safety
- Confidentiality
- Data Quality
- Freedom of Information
- Equality Diversity and Inclusion
- Promoting Dignity at Work by raising concerns about bullying and harassment
- Information and Security Management and Information Governance
- Counter Fraud and Bribery

The Trust has designated the prevention and control of healthcare associated infection (HCAI) as a core patient safety issue. As part of the duty of care to patients, all staff are expected to:

- Understand duty to adhere to policies and protocols applicable to infection prevention and control.
- Comply with key clinical care policies and protocols for prevention and control of infection at all time; this includes compliance with Trust policies for hand hygiene, standards (universal) infection precautions and safe handling and disposal of sharps.
- All staff should be aware of the Trust's Infection Control policies and other key clinical policies relevant to their work and how to access them.
- All staff will be expected to attend prevention and infection control training, teaching and updates (induction and mandatory teacher) as appropriate for their area of work, and be able to provide evidence of this at appraisal.
- To perform your duties to the highest standard with particular regard to effective and efficient use of resources, maintaining quality and contributing to improvements.

- Ensure you work towards the Knowledge and Skills Framework (KSF) requirements of this post. KSF is a competency framework that describes the knowledge and skills necessary for the post in order to deliver a quality service.
- Your behaviour will demonstrate the values and vision of the Trust by showing you care for others, that you act professionally as part of a team and that you will continually seek to innovate and improve. Our vision, values and behaviours have been designed to ensure that everyone is clear about expected behaviours and desired ways of working in addition to the professional and clinical requirements of their roles.
- Ensure you adhere to and work within local and national safeguarding children legislation and policies including the Children Act 1989 & 2004, Working Together to Safeguard Children 2013, 4LSCB guidance and the IOW Safeguarding Policy.
- Ensure you adhere to and work within the local Multiagency safeguarding vulnerable adults policies and procedures
- Ensure that you comply with the Mental Capacity Act and its Code of Practice when working with adults who may be unable to make decisions for themselves,
- Ensure that you maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff development and training.
- Respect the confidentiality of all matters that they may learn relating to their employment and other members of staff. All staff are expected to respect conform to the requirements of the Data Protection Act 1998, including the responsibility to ensure that personal data is accurate and kept up to date
- If your employment is to a post that requires you to be registered with a professional body, the continuation of your employment is conditional upon you continuing to be registered with the appropriate professional body. The Trust will require evidence of current registration.
- Proactively, meaningfully and consistently demonstrate the Trust Values in your everyday practice, decision making and interactions with patients and colleagues.
- Perform any other duties that may be required from time to time.

This job description may be altered, from time to time, to meet changing needs of the service, and will be reviewed in consultation with the post holder.