

SESLHD BUSINESS RULE - SESLHDBR/093

Name	Infection Prevention and Control Practitioners - Out of Hours On-Call Role		
What it is	A guide to the Infection Prevention and Control practitioners key out of hours roles and responsibilities when on-call during a pandemic.		
What it is not	It is not a Standard Operating Procedure.		
Risk Rating	High	Review Date	June 2022
Who it applies to	On-call Infection Prevention and Control Practitioners and personnel involved in the SESLHD Executive on-call roster.		
Why the rule is necessary	<p>During a pandemic, the SESLHD Infection Prevention and Control Practitioners participate in an on-call roster out of hours (5.00pm – 8.00am, 7 days) to support the SESLHD (District) Executive on-call.</p> <p>The frequency and scope of requests made to the On-Call Infection Prevention and Control CNCs will be reviewed by the SESLHD Director of Nursing and Midwifery.</p>		
When to use it	<p>If infection control advice is required out of hours, namely to discuss issues unable to be resolved by the facility Executive on-call, the AHNM and District Executive on-call.</p> <p>Issues may include management strategies for suspected clusters of disease (of two or more cases in an institution) and problems arising in hot zones where additional infection control expertise is required.</p> <p>Where appropriate, a teleconference should be undertaken to permit the on-call Infection Prevention and Control to communicate directly with the site Executive on-call and/or the AHNM and District Executive on-call.</p> <p>The on-call Infection Prevention and Control Practitioner is contacted via the on-call roster.</p>		
When not to use it	In business hours.		
Role and responsibility of the on-call Infection Prevention and Control CNC's	<ul style="list-style-type: none"> • Be accessible during rostered on-call shifts, for immediate telephone advice for the District Executive on-call and facility Executive and AHNM. • Participate in teleconferences as required with District Executive on-call and nominated site delegates i.e. AHNM. • Confirm any advice provided with an email to the facility Executive on-call, the AHNM, site Infection Control CNC and District Executive on-call. • Provide advice and support based on: <ul style="list-style-type: none"> ○ NSW Health PD2017_013 Infection Prevention and Control Policy ○ CEC Infection Prevention and Control Practice Handbook ○ NSW Health GL2019_013 Triggers for escalation following detection of infection outbreaks or clusters ○ SESLHDPR/581 Management of Acute Respiratory Illness ○ Latest COVID-19 (Coronavirus) advice http://seslnweb/COVID/ ○ Public Health policies ○ Table of Infectious Diseases modes of Transmission and Recommended Precautions for Staff and Patients to Prevent Transmission. 		
Role and Responsibility of District Executive	<ul style="list-style-type: none"> • Undertake assessment of issue with facility Executive on-call and attempt to resolve issue locally. 		

on-call	<ul style="list-style-type: none"> • Contact the Infection Prevention and Control practitioner on-call as required. • Report incident as per usual communication channels. • Ensure access to contact details for practitioner on call
Role and Responsibility of facility Executive on-call and the AHNM	<ul style="list-style-type: none"> • Undertake assessment of issue with ward / department staff affected. • Problem solve with District Executive on-call. • Participate in teleconference with Infection Prevention and Control on-call as required. • Ensure ward staff implement and monitor recommendations made by Infection Prevention and Control. Follow up with email communication that actions have been carried out as per plan. • Report incident as per usual communication channels.
Executive Sponsor	SESLHD Director of Nursing and Midwifery
Author	SESLHD DON group

Revision and Approval History

Date	Revision Number	Author and Approval
March 2020	Draft	Author SESLHD DON group. Endorsed at Infection Prevention and Control. Committee.
April 2020	Draft	Approved by SESLHD Director of Nursing and Midwifery.
April 2020	Draft	Draft for Comment period.
June 2020	0	Approved by Executive Council. Published by Executive Services.