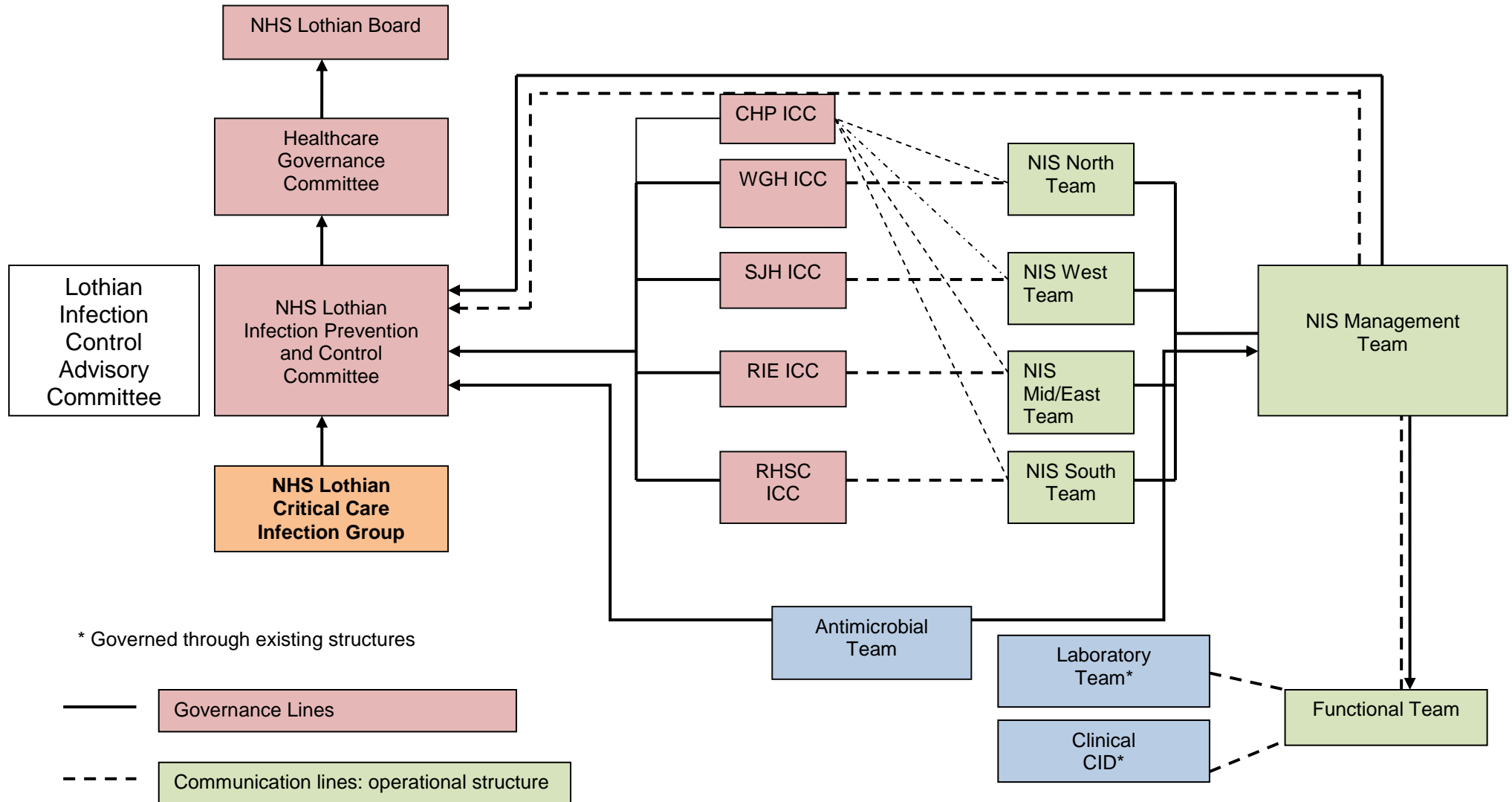




# **NHS Lothian Critical Care Infection Group Governance Structure and Terms of Reference**

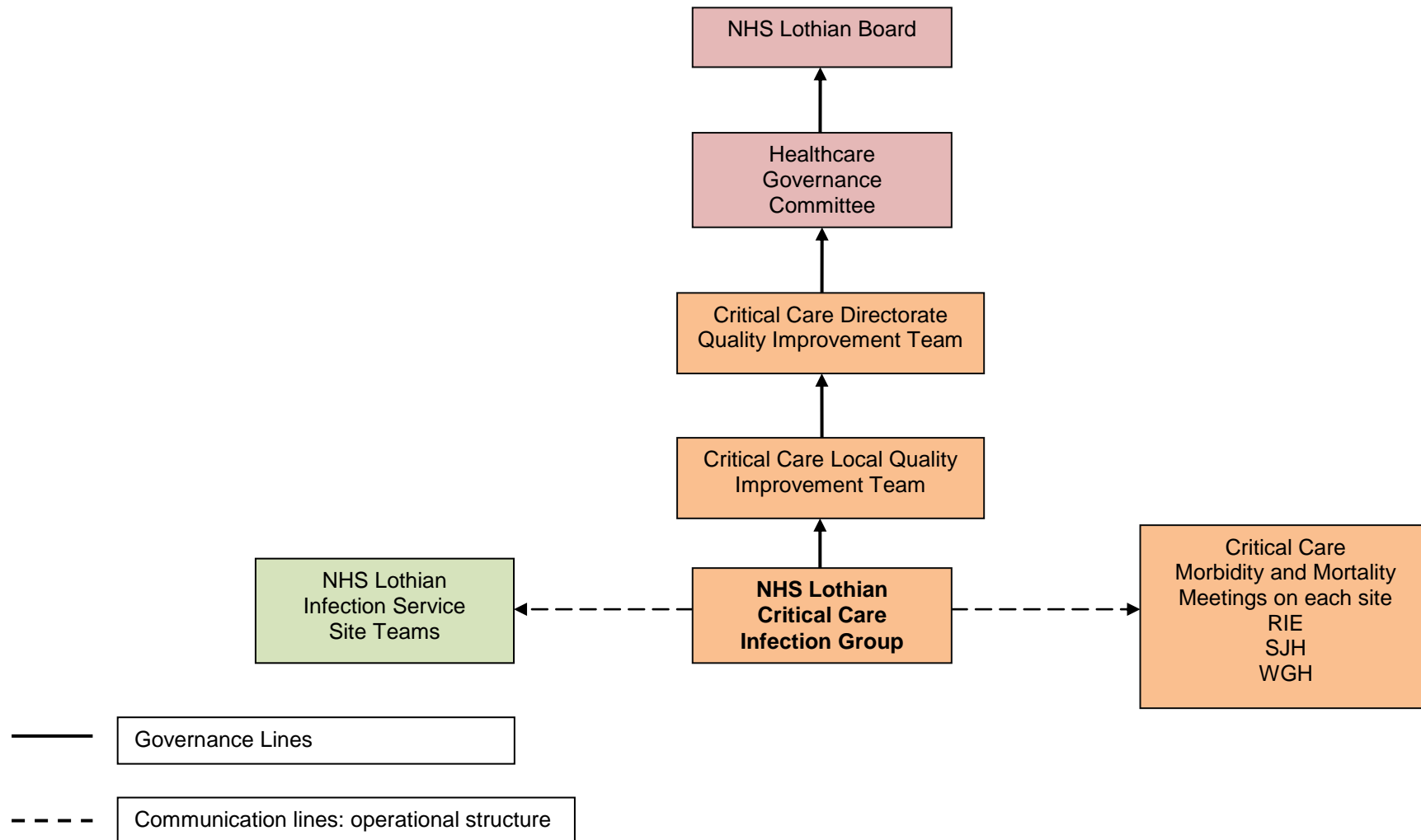
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# NHS Lothian Infection Service Governance Structure (pending review)



## Critical Care Infection Group

# NHS Lothian Critical Care Infection Group Governance Structure



## **Critical Care Infection Group**

### **PURPOSE**

The Critical Care Infection Group reports to the Critical Care Directorate Quality Improvement Team and to the NHS Lothian Infection Prevention and Control Committee. Infection Group members on each site also provide reports to the local morbidity and mortality meeting and local quality improvement teams.

The Infection Group reviews critical care healthcare associated infections identified through continuous surveillance. Infection surveillance data is analysed and synthesised to inform clinical practice to improve patient outcomes. The Infection Group reviews the most current guidelines to ensure clinical practice is evidence based and effective.

The purpose of the Critical Care Infection Group is to maintain an overview of infection priorities within Critical Care and to link this into the clinical governance and risk management processes via the Critical Care Directorate Quality Improvement Team.

### **MEMBERSHIP**

The membership shall comprise:

- \*Consultant, Critical Care, Site Lead for Infection Prevention and Control
- Consultant, Critical Care, Site Professional Lead
- Consultant, Critical Care, Site Quality Improvement Team Lead
- Consultant, Critical Care, Site Scottish Patient Safety Programme Lead
- Critical Care Clinical Director, NHS Lothian
- Associate Medical Director, DATCC, NHS Lothian
- \*Consultant Microbiologists and Virologists for Critical Care
- \*Clinical Nurse Managers for Critical Care
- Associate Nurse Director, DATCC, NHS Lothian
- Clinical Service Managers, DATCC NHS Lothian
- General Manager, DATCC, NHS Lothian
- \*Critical Care Infection Surveillance Nurses
- \*Charge Nurses for Critical Care
- \*Pharmacists for Critical Care
- Chair of the Antimicrobial Management Committee, NHS Lothian
- Associate Director Infection Prevention and Control, NHS Lothian
- Infection Prevention and Control Lead Nurses, NHS Lothian
- \*Local Infection Prevention and Control Nurses

The meeting will be co chaired by a Critical Care Consultant and a Consultant Microbiologist. It is expected that there will be representation from each of the asterisked \*professional groups in the membership from each site at the meetings. Each professional group can share information among their team. It is not expected that everyone attends every meeting. Additionally, any member of the multi disciplinary team within Critical Care is welcome to attend meetings.

### **QUORUM**

A quorum shall consist of five members. Unless there are exceptional circumstances, at each meeting there should be a *minimum* representation from at least one of the following:

- Consultant in Critical Care, Lead for Infection Prevention and Control – Co Chair
- Consultant Microbiologist for Critical Care – Co Chair
- Member of the Critical Care senior nursing team (CNM or B6 or B7)
- Critical Care Infection Surveillance Nurse
- Infection Prevention and Control Nurse

## **FREQUENCY OF MEETINGS**

The Infection Group shall meet a minimum of five times per year.

## **TERMS OF REFERENCE**

1. To improve patient and staff safety and experience by; reducing healthcare associated infections for patients in Critical Care through robust clinical and operational management.
2. To improve patient and staff safety and experience by reducing healthcare associated infections through robust infection surveillance using the criteria from the Scottish Intensive Care Society Audit Group/Public Health Scotland.
3. To monitor the local delivery of infection control targets.
4. To monitor trends in infection control surveillance and ensure the provision of appropriate information to clinicians and managers.
5. To ensure that programmes for the prevention and control of infection are in place and working effectively within Critical Care.
6. To ensure compliance with infection control standards, as specified by relevant authoritative bodies, e.g. HAI Standards 2015, Scottish Intensive Care Society Audit Group Minimum Standards and Quality Indicators 2015.
7. To facilitate good antimicrobial stewardship; reviewing policies, facilitating audit and research when appropriate.
8. To highlight priorities for action in infection prevention and control and surveillance for the Critical Care management team.
9. To ensure that national guidance and best practice in infection prevention and control is implemented within Critical Care.
10. To promote the input of infection prevention and control advice in the planning of purchasing decisions taken by Critical Care.
11. To review departmental strategic decisions and new equipment purchases in order to maintain robust infection prevention and control and to mitigate risk of infection.
12. To ensure communication amongst the Critical Care multi disciplinary team.
13. To facilitate excellent infection management in collaboration with the multi disciplinary team.
14. To promote and facilitate teaching, audit and research in infection prevention and control for all grades of staff in Critical Care.
15. To escalate any serious problems relating to infection control via line management to the Critical Care Associate Nurse Director and Critical Care Associate Medical Director.
16. To liaise with and assist in spreading good practice relating to infection across NHS Lothian in collaboration with critical care units across NHS Lothian.

The Infection Group will receive Critical Care reports / updates on:

- Infection targets and infection surveillance data

## **REPORTING**

The agenda and minutes of meetings will be agreed by the Co-Chairs and circulated to all members. The minutes, setting out all the relevant action points, will be circulated to the Infection Group, with actions for the Infection Group to take being agreed, noted and followed through. Relevant items will be communicated to staff through staff briefings at ward huddles and in monthly updates.

The Infection Group delegates monthly and annual reports to the Critical Care Infection Surveillance Nurses. Reporting on surveillance data includes but is not limited to:

- SBAR alert reports
- Monthly report of surveillance data
- Updates for the multi disciplinary clinical team via notice boards, safety brief, monthly report and Morbidity and Mortality meeting
- Critical Care Quality Improvement Teams
- Infection Prevention and Control Business Meetings
- Annual Reports; Critical Care Directorate Annual Report, Infection Prevention and Control Annual Report, Lothian Infection Control Advisory Committee Annual Report, Report for Critical Care management team and NHS Lothian Board in response to Annual SICSAG Report

The Infection Group will liaise with and report to relevant NHS Lothian Groups and Committees as well as external stakeholders. This may include, but is not limited to:

- NHS Lothian Pan Lothian Infection Control Committee
- Acute Infection Control Committee
- Antimicrobial Management Committee
- Critical Care Quality Improvement Teams
- Critical Care Management Team
- Infection Prevention and Control Team
- Quality Improvement Support Team
- Scottish Patient Safety Programme
- Problem Assessment Groups
- Incident Management Teams
- Public Health Scotland
- Scottish Intensive Care Society Audit Group