

St Elsewhere Hospital

Infection, Prevention and Control Annual Summary and Plan

You can have a picture of the hospital and include the facilities Mission, Vision, Values if you want.

Prepared by:

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Executive Summary

This section would include the progress made with either sustaining rates at desired benchmark or reducing.

Include CDI, MRSA, VRE, and Surgical Procedures that you are monitoring – both in-patient and outpatient. Can include what is reported to NHSN.

Include accomplishments within the department and what IP & C initiatives with other departments were achieved.

An emphasis for 2014 would also include Ebola preparedness

Include initiatives that are still in progress

Introduction

Provide an overview of the program

Summarize I P & C leadership and members of the team with areas of designated responsibility.

Acknowledgements

Identify all the primary departments that I P & C is integrated with to achieve reduction of HAI's as well as support departments

Healthcare Associated Infections (HAI's)

Provide a definition of each HAI (CDI, MRSA, VRE, etc.) in sections. State what your target is and if it was achieved.

Show graph for each. Use patient days as denominator.

If you are a multi-site organization, the graph should show incidence by site.

You can have the methodology described; state what the annual target is for the organization with benchmarks and comparators (NHSN)

Include actions taken for improvement for each HAI and the improvement actions desired for the next fiscal year.

Outbreak Investigation

If you had any outbreaks, provide a summary of identification, action and assessment.

These could be GI, Respiratory, SSI, etc.

Provide graphs.

Education

Summarize the education that IP & C provided with actual hours. Be sure to include any time with students, mentoring new IP's and consultation with the public health authorities.

Membership and Awards

State which members of the team achieved CIC or re-certification, who was elected as an officer to the local chapter or national recognition(s)

Summary

Terminology and Abbreviations

Individuals on the board may not be familiar with all of the terminology and abbreviations used.