

Huntingdon Road Surgery

Infection Prevention & Control Meeting – 29/04/2025

Present:

Dr David Hayton – IPC Lead

Laura Pascual - Nurse Manager,

Ruth Beach – Office Manager IPC Administrator

Sarah Curtis – HCA IPC Team

Apologies:

Janet Letting – apologies

The minutes of the last meeting were agreed.

ACTION POINTS

Legionella/Water checks	<p><u>Action:</u> annual/quarterly/weekly checks</p> <p><u>Action:</u> clean / lime scale taps</p> <p><u>Action:</u> Girton – water checks and add to folder</p> <p><u>Action:</u> Plumber (lagging)</p>	<p>Attic Kitchen – now in use every day</p> <p>Shower – cleared 1x per week RB</p>
IPC Training	<u>Action:</u>	2 staff due (new staff) LP
Clinical Audits and Buildings Inspection	<u>Action:</u> Building Inspection: Overdue	<p>Girton done</p> <p>HRS started by LP</p> <p>Action – RB & LP to amend room forms and continue</p>
Infections after Minor Surgery	<u>Action:</u> DMH repeat audit	Action: To remove from agenda
Waste		<p>Sharps bin hooks confirmed working well</p> <p>No clinical waste bin currently – Emergency Measures - being stored in unused toilet 1st floor HRS. Waste collected by Mitie 2x per week Tues and Fri.</p> <p>Pending <u>Action:</u> Waste segregation training for</p>

		staff. Helen Wickenham to update LP
Healthcare Acquired Infections	Action:	New shared list started in shared drive IPC folder RB
New Clean Cleaners		RB and NP Action: update policy with company name
IPC Report	Action: Annual report-overdue Action: Add IPC information to website	Action RB
Staff Vaccinations	Action: Up to date To be recorded in Teamnet	DMH – pending review
AOB	<ul style="list-style-type: none"> • JL leaving HRS so standing down from IPC role • Curtains changed annually • MP Clinical waste tiger bags and orange bags discussed • Laminate posters – action to check • Labels on bins • Purple lid bin LP to order for nursing rooms x4. • LP to chase for training update • Nurse Lead IPC – LP • Partner Lead IPC DMH • LP – protected time for IPC • RB website • “Spring Clean Week” discussed 	<p>Action – additional admin person needed RB</p> <p>Action LP and RB to check</p> <p>Action LP/SC</p> <p>Action LP</p> <p>Action LP</p> <p>Action RB website</p>

Next meeting:

Tuesday 6th May

Tuesday 9th September

Tuesday 2nd December

Review Dates for Diary:

Annual Report	June 2024	RB
All-Site Building Inspection	Girton done Nov 2024 – Due Nov 2025 HRS pending completion	RB/LP
Review of Needle Stick Policy	June 2026	LPM
Review of IPC Policy	July 2028	DMH
Review of Waste Management Policy	July 2028	LPM
Hand washing training review	October 2025	LPM

cc:

Neil Paterson – Business Manager

Sarah-Jane Jarrold – Operations Manager