

Huntingdon Road Surgery

Infection Prevention & Control Meeting – 16/07/2025

Present:

Dr David Hayton – IPC Lead, GP Partner

Laura Pascual – IPC Lead, Nurse Manager,

Ruth Beach – IPC Administrator

Sarah Curtis – HCA, IPC Team

Isabel Potteril – Admin

Gio Musso – Work placement

Apologies:

The minutes of the last meeting were agreed.

ACTION POINTS

Legionella/Water checks	Action: annual/quarterly/weekly checks Action: clean / lime scale taps Action: Girton – water checks and add to folder Action: Plumber (lagging)	ACTION RB to process; check Girton RB cover on leave - IP
IPC Training	Action:	Oct 2025 tbc
Clinical Audits and Buildings Inspection	Action: Building Inspection: Overdue	Girton done HRS started by LP Action – RB & LP to amend room forms and continue
Waste		New yellow bin delivered 15/07/2025. Cardboard ‘bins’ to be collected by Mitie on next collection. Waste collected by Mitie 2x per week Tues and Fri. – to be confirmed Action: <ul style="list-style-type: none">Waste segregation training for staff. Helen W:

		<ul style="list-style-type: none"> • Orange Bags/dressings waste • Purple sharps bins on walls in prep room and nurses rooms (LP to get from Anenta?) • Council for recycling • Sharps bins collections from patients (usually pt would arrange through council to collect) • New actions from Helen W – RB / LP to task and update
Healthcare Acquired Infections	<u>Action:</u>	<p>New shared list started in shared drive IPC folder RB</p> <p>-Infection Control</p> <p>-Minutes</p> <p>-HAI 2025</p> <p>No new HAI</p>
New Clean Cleaners		<p>RB and NP</p> <p>Action: update policy with company name</p> <p>Action: NP permissions on doc as RB read only</p> <p>Concerns re cleaning – RB to provide up to date cleaning rota for NP</p>
IPC Report	<p><u>Action:</u> Annual report-overdue</p> <p><u>Action:</u> Add IPC information to website</p>	<p>Report agreed DMH</p> <p>Action: RB Add to website with minutes</p>
Staff Vaccinations	<u>Action:</u> Up to date To be recorded in Teamnet	DMH – pending review with EB;
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 	Action – additional admin person needed RB

	orange bags discussed <ul style="list-style-type: none"> • 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 	Action LP and RB to check Action LP/SC Action LP Action LP Action RB website
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AOB:

- Bedrolls from couches are left on the floor by clinicians – to report if holder is broken
Action: to highlight to staff where this is occurring
- Pillows – Action: LP to review for new wipe down
- Helen W – inside of cupboards Action: LP to arrange baskets and rota for staff to clean

Next meeting:

Tuesday 21st Oct 2025

Tuesday 27th Jan 2026

Review Dates for Diary:

Annual Report	July 2026	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 (Closure afternoon tbc)	LPM

cc:

Neil Paterson – Business Manager

Sarah-Jane Jarrold – Operations Manager