INFECTION PREVENTIONIST (IP) QUICK GUIDE AND CHECKLIST

Developed in partnership with the Montana Department of Health and Human Services, Epidemiology and Scientific Support Bureau

KNOW YOUR RESOURCES

☐ **Organizations that the IP should become familiar with include:**

✓ Local County or Tribal Public Health Jurisdiction Contact: _____

✓ State Health Department Contact: _____

✓ Communicable Disease Epidemiology Contact: _____

✓ Infection Control and Prevention and Healthcare-Associated Infections (ICP/HAI) Contact: _____

✓ State/Region Association for Professionals in Infection Control and Epidemiology (APIC) Chapter Contact: _____

✓ Mountain Pacific Account Manager: _____

✓ APIC: https://apic.org

✓ U.S. Centers for Disease Control and Prevention (CDC): www.cdc.gov

✓ CDC-Core Elements of Antibiotic Stewardship in Nursing Homes: https://www.cdc.gov/longtermcare/prevention/antibiotic-stewardship.html

✓ Agency for Healthcare Research and Quality (AHRQ) Nursing Home Antimicrobial Stewardship Guide: http://www.ahrq.gov/nhguide/index.html

✓ Infection Prevention and Control Assessment Tool for Nursing Homes Preparing for COVID-19: https://www.cdc.gov/coronavirus/2019-ncov/hcp/assessment-tool-for-nursing-homes.html

✓ National Healthcare Safety Network (NHSN) Reporting Requirements and Training Videos: https://www.cdc.gov/nhsn/cms/index.html , https://www.cdc.gov/nhsn/training/ltc/index.html

Find more tools on our website!

SCAN ME

TIP! Resources for reports: Did you know that your pharmacy can generate antibiotic reports for all medications *they* have dispensed? In many cases, these can be automatically generated and sent to your center on a routine basis.

UNDERSTANDING LONG-TERM CARE (LTC) REGULATIONS

☐ **Survey Preparedness:** https://www.cdc.gov/coronavirus/2019-ncov/hcp/assessment-tool-for-nursing-homes.html

☐ **Nursing Home Infection Control Checklist:**
https://qsep.cms.gov/data/252/A._NursingHome_InfectionControl_Worksheet11-8-19508.pdf

☐ **Centers for Medicare & Medicaid Services (CMS) Links to QSO Memos:**
https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertificationGenInfo/Policy-and-Memos-to-States-and-Regions

LTC IP PROGRAM CHECKLIST:

☐ https://apic.org/resources/topic-specific-infection-prevention/long-term-care/

FAMILIARIZE YOURSELF WITH:

☐ **Your organization's policy and procedures**

☐ **Infection prevention and control plan**

    ☐ Infection prevention and control risk assessment

    ☐ Surveillance and rounds

    ☐ CDC | Infection Prevention Tools for LTCFs: https://www.cdc.gov/longtermcare/prevention/index.html

☐ **Antibiotic stewardship program**

☐ **McGreer Criteria:** https://www.jstor.org/stable/10.1086/667743#metadata_info_tab_contents

☐ **Clinical Guidance on Evaluating and Managing Infections in LTCFs; Antibiotic Stewardship in LTCFs:** https://www.cdc.gov/longtermcare/staff/index.html#anchor_1591645298746

☐ **National Healthcare Safety Network (NHSN)** – use the long-term care facility (LTCF) component to track infections and prevention process measures systematically to identify problems, improve care and determine progress toward national healthcare-associated infection prevention goals: https://www.cdc.gov/nhsn/ltc/index.html

- Support for using the NHSN can be found on the Mountain Pacific website, through a state department of health contact or by contacting your Mountain Pacific state account manager:
  - o NHSN contact for Montana – Tori Doll: (406) 444-4137 | Victoria.Doll@mt.gov
  - o Tools for using the NHSN on the Mountain Pacific Nursing Home Quality Improvement Tools & Resources page under the NHSN section: https://www.mpqhf.org/QIO/quality-improvement-tools-resources/nursing-home-quality-improvement-tools-resources/

☐ **Laboratory services**

    ☐ Available tests and normal ranges of available tests

        ☐ Lab turnaround times

        ☐ Reporting process of results/infections

    ☐ Mountain Pacific HAI and Immunization reporting tool: https://www.mpqhf.org/QIO/wp-content/uploads/2022/06/LTC-HAI-Reporting-508-Compliant-Template.xlsx

UNDERSTANDING THE OUTBREAK INVESTIGATION

☐ A. Establishing when an outbreak starts/is occurring

B. Monitoring ill residents

C. Prevention of transmission

D. Notification process

E. State and local health department contacts

F. Education needs

G. Data analysis

H. Reporting findings and quality assurance

TRAINING

☐ **Quality, Safety & Education Portal (QSEP)** [CMS Targeted COVID-19 Training for Frontline Nursing Home Staff and Management](#) (also referred to as the CMS Designated Scenario-Based Training [SBT] or CMS QSEP training)

☐ **CDC Infection Control Training:** [Infection Prevention Training | LTCF | CDC](#)

☐ **Project Firstline:** https://www.cdc.gov/infectioncontrol/projectfirstline/index.html

☐ **Project Firstline Escape Room Manual:** https://www.mpqhf.org/QIO/280233-2/

☐ **Alaska Infection Prevention Boot Camp:** https://dhss.alaska.gov/dph/Epi/id/Pages/Infection-Prevention-Boot-Camp.aspx

☐ **Hawaii:** https://health.hawaii.gov/coronavirusdisease2019/for-clinicians/project-firstline/

☐ **Montana APIC Text Campaign:** Access to the APIC text campaign is available to one individual at each facility (preferably the infection preventionist). The Montana Department of Public Health and Human Services (DPHHS) ICP/HAI section received funding to provide the APIC text training to every long-term care facility in the state of Montana. To be enrolled contact Erika Baldry (Erika.Baldry@mt.gov). Erika will provide a log-in and subscription information. All subscriptions will be good through December 31, 2023.

SYSTEMS ACCESS

National Healthcare Safety Network (NHSN)

☐ **Review access** and obtain, if needed. The NHSN facility administrator must add the new nurse as a user to the NHSN application. Once the new user is added, if he/she is not already registered with the Secure Access Management Services (SAMS), they will receive an email to register with SAMS. For additional questions or help adding a new user, email nhsn@cdc.gov. Users should familiarize themselves with the reporting requirements.

☐ **CDC NHSN FAQ:** https://www.cdc.gov/nhsn/pdfs/ltc/ltcf-faqs-508.pdf

☐ **CDC NHSN LTCF Component:** https://www.cdc.gov/nhsn/ltc/index.html

☐ **CDC NHSN Training:** https://www.cdc.gov/nhsn/index.html

☐ **Mountain Pacific NHSN FAQ:** https://www.mpqhf.org/QIO/national-healthcare-safety-network-nhsn-faqs-for-ltcfs/

☐ **Mountain Pacific NHSN Reporting Requirements List:** https://www.mpqhf.org/QIO/long-term-care-nhsn-reporting-requirements-list/

REPORTABLE DISEASES AND RELATED REGULATIONS

☐ **Montana:** https://dphhs.mt.gov/publichealth/cdepi/reporting/index (reporting) and https://dphhs.mt.gov/publichealth/cdepi/reporting/Regulations (regulations)

☐ **Wyoming:** https://health.wyo.gov/publichealth/infectious-disease-epidemiology-unit/reporting/

☐ **Alaska:** https://dhss.alaska.gov/dph/epi/pages/pubs/conditions/default.aspx

☐ **Hawaii:** https://health.hawaii.gov/docd/for-healthcare-providers/reporting-an-illness-for-healthcare providers/reportable-diseases/

INFECTION CONTROL ASSESSMENT AND RESPONSE (ICAR)

☐ **CDC Assessment Tool for Nursing Homes (General Information and Wyoming Request):** https://www.cdc.gov/coronavirus/2019-ncov/hcp/assessment-tool-for-nursing-homes.html

☐ **Montana ICAR Request**: ICP/HAI Section main telephone line: 406-444-0273 or email Erika Baldry: Erika.Baldry@mt.gov

https://dphhs.mt.gov/assets/publichealth/CDEpi/images/ICP_HAISection_Summary11.pdf

☐ **Alaska ICAR Request:** Kelley.O'leary@alaska.gov or Clayton.Weingartner@alaska.gov or contact Alaska State Epidemiology at (907) 269-8000

☐ **Hawaii ICAR Requests:**

Carol.Lopez@doh.hawaii.gov or Jayden.Asensio@doh.hawaii.gov for Oahu

Kelley.O'leary@doh.hawaii.gov for Big Island

Sherrie.Mckeown@doh.hawaii.gov for Maui

Katie.Spaulding@doh.hawaii.gov for Kauai

Contact your local health department for more information.

VACCINATIONS

☐ **CDC Rise Campaign:** https://www.cdc.gov/vaccines/partners/routine-immunizations-lets-rise.html

☐ **Mountain Pacific Nursing Home Vaccine Tools/Resources:** https://www.mpqhf.org/QIO/quality-improvement-tools-resources/nursing-home-quality-improvement-tools-resources/

    ☐ Vaccine Eligibility Form

    ☐ Vaccine Standing Consent Form

☐ **Mountain Pacific Adult Immunization Tools/Resources:** https://www.mpqhf.org/QIO/quality-improvement-tools-resources/preventive-health-tools-resources/

☐ **Clinical Considerations for use of COVID-19 Vaccines in the United States:** https://www.cdc.gov/vaccines/covid-19/clinical-considerations/interim-considerations-us.html

☐ **CDC Vaccine Schedules App for Healthcare Providers:** https://www.cdc.gov/vaccines/schedules/hcp/schedule-app.html

This free tool provides the most current version of the child and adolescent immunization recommendations and schedule from birth through age 18, the catch-up schedule for children and adolescents four months old through 18 years, the adult schedule, including recommended vaccines for adults by age group and medical condition and the adult contraindications and precautions table.

TIP! Ask: What are your community's risks, when was the last annual survey and has there been any infection control citations? Has an ICAR survey been conducted onsite in the last twelve months?

- ☐ **Tuberculosis (TB) Vaccine:** https://www.cdc.gov/tb/topic/basics/vaccines.htm
  - Many people born outside of the United States have been vaccinated with Bacille Calmette-Guérin (BCG). A BCG World Atlas can be found here: http://www.bcgatlas.org/.
  - TB skin tests can be used to find out if there is a TB infection. For people previously vaccinated with BCG a TB skin test may produce a false positive as the result may be due to the BCG vaccination or an infection with TB bacteria.
  - TB blood tests (interferon-gamma release assays [IGRAs]), unlike the TB skin test, are not affected by prior BCG vaccination and are not expected to give a false positive result.

IMMUNIZATION INFORMATION SYSTEMS (IIS)

- ☐ **Review access** and obtain if needed. The IIS in your state is a free resource that provides a reliable place to look up immunization records, vaccination status and other information.
- ☐ **Contacts for IIS immunization records for each state:**
  https://www.cdc.gov/vaccines/programs/iis/contacts-locate-records.html

ENDING THE PUBLIC HEALTH EMERGENCY

- ☐ **Review what you need to know about ending the public health emergency.**

  The provider-specific fact sheets about COVID-19 Public Health Emergency (PHE) waivers and flexibilities include information about which waivers and flexibilities have already been terminated, have been made permanent or ended with the end of the PHE.
  - ☐ **CMS Waivers, Flexibilities and the End of the COVID-19 Public Health Emergency document:** https://www.cms.gov/files/document/what-do-i-need-know-cms-waivers-flexibilities-and-transition-forward-covid-19-public-health.pdf
  - ☐ **CMS Coronavirus Waivers & Flexibilities webpage:** https://www.cms.gov/coronavirus-waivers

ENVIRONMENTAL SERVICES (EVS)

- ☐ **Review the key role EVS plays in infection prevention and control with the resources below.**
  - ☐ **Project FirstLine EVS educational videos:** https://www.ahe.org/project-firstline/explainer-videos
  - ☐ **CDC | Best Prectices for Environmental Cleaning in Healthcare Facilities: in Resource-Limited Settings:** https://www.cdc.gov/hai/prevent/resource-limited/cleaning-procedures.html
  - ☐ **CDC | Preventing HAIs: Reduce Risk from Surfaces:** https://www.cdc.gov/hai/prevent/environment/surfaces.html
  - ☐ **CDC | Guidelines for Environmental** https://www.cdc.gov/hai/prevent/environment/surfaces.html
  - ☐ **AHRQ | Environmental Cleaning for the Prevention of Healthcare-Associated Infections:** https://effectivehealthcare.ahrq.gov/products/healthcare-infections/research-protocol
  - ☐ **The United States Environmental Protection Agency (EPA) "N" List: Disinfectants for Coronavirus (COVID-19):** https://www.epa.gov/coronavirus/about-list-n-disinfectants-coronavirus-covid-19-0
  - ☐ **EPA List: K Antimicrobial Products Registered with EPA for Claims Against Clostridium difficile Spores:** https://www.epa.gov/pesticide-registration/list-k-antimicrobial-products-registered-epa-claims-against-clostridium

☐ **CDC and the National Institute for Occupational Safety and Health (NIOSH) | Hierarchy of Controls:** https://www.cdc.gov/niosh/topics/hierarchy/default.html

KNOW YOUR FACILITY LAYOUT:

☐ Including shower rooms, clean utility rooms, laundry rooms, bathrooms, resident rooms, medication rooms, dirty and clean utility rooms, equipment rooms, water management plans and perform infection control construction risk assessment (ICRA) when applicable.

- APIC Infection Prevention Manual for Construction and Renovation: https://apic.org/Resource_/store/books/preview/SLS9808_Preview.pdf
- American Society for Health Care Engineering (ASHE) ICRA 2.0™ toolkit: https://www.ashe.org/icra2

CULTURALLY AND LINGUISTICALLY APPROPRIATE SERVICES (CLAS)

☐ **National CLAS Standards:** https://thinkculturalhealth.hhs.gov/clas/standards

Residents' needs expand beyond language, as culture must also be addressed to form a more holistic approach. Implementing CLAS improves the quality of care by helping the organization/facility become aware and responsive to each person's culture and communication needs. The residents can then be provided with culturally competent care by considering cultural health beliefs and practices, preferred languages, health literacy and other communication needs.

☐ **Mountain Pacific CLAS Checklist:** https://www.mpqhf.org/QIO/culturally-and-linguistically-appropriate-services-clas-checklist/

☐ **CDC Resources in Languages Other than English:** https://wwwn.cdc.gov/pubs/other-languages?Sort=Lang%3A%3Aasc

Topics include emergency preparedness and response, diseases and conditions, data and statistics, environmental health, healthy living, injury, violence and safety, life stages and populations, travellers' health, workplace safety and health, among others.

☐ **The Joint Commission Partnership to Advance Tribal Health (PATH) Health Equity and Disparities Gap Analysis Checklist:** https://comagine.org/resource/2435

☐ **Wyoming Department of Health Language Access:** https://health.wyo.gov/publichealth/office-of-performance-improvement-and-health-equity/multicultural/cultural/

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TIP! As the Medicare Quality Innovation Network-Quality Improvement Organization (QIN-QIO) for Alaska, Hawaii, Montana, Wyoming and the Pacific Territories, Mountain Pacific can provide quality improvement tools and resources at no charge to long-term care facilities. For additional support or questions, contact your Mountain Pacific state account manager or your local public health agencies.