

**Revised Health Guidance on Infection Prevention and Control in
Childcare Settings (Day Care and Childminding Settings) March
2011 with amendments from October 2011**

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The contents should not be regarded as a statement of the Care Inspectorate policy, nor relied upon as a comprehensive statement of best practice, but as common sense guidance on issues of topical interest based upon authoritative statements of best practice in the relevant field, at the time of preparation, and which may be of assistance to Care Inspectorate staff and service providers when reviewing practices and policies.

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Infection Prevention and Control in Childcare Settings (Day Care and Childminding). March 2011

Introduction and purpose of guidance

To highlight this document to service providers, service users, regulatory staff and other interested parties as the current best practice for childcare day settings (excluding schools, children's residential settings and outdoor nurseries) although some elements of the document can be applied to outdoor nurseries.

To advise service providers on how they should use the document to inform their infection prevention and control policies, procedures and practices, as appropriate.

To advise Care Inspectorate staff of the document and how it can be used during regulatory activities.

To show how the document can be mapped to the regulation and national care standards used by the Care Inspectorate.

Also includes are some lessons from regulatory activities and useful references and websites.

Background

Infection prevention and control is a major priority for health and adult social care settings but it was not until after an outbreak of E. coli 0157 in a Scottish nursery that the need for national guidance was seriously considered for day childcare sector. A national children's hand washing campaign was introduced in 2007 revised as "Handy" in 2009 www.washyourhandsofthem.com/the-campaign/childrens-pack.aspx and national documents are available for healthy eating and tooth brushing which incorporate aspects of infection prevention and control.

Working in partnership with Health Protection Scotland (HPS), regulators, stakeholders and key users, health protection staff and parents of children attending day childcare settings participated in the development of this new document.

The document was first made available via the HPS www.hps.scot.nhs.uk website earlier this year and initially was dated February 2011, following further changes it was re-issued as March 2011 version which was subsequently sent out in hard copy to all appropriate services registered with the Care Inspectorate during the week commencing 25 July 2011. **Only electronic versions are now available..**

On 12 October 2011 HPS added a table of amendments to version March 2011 on their website. The amendments were as follows:

- **Glossary and when referred to throughout the document** – where **disinfectant** is mentioned in the document the approved disinfectant type is a **Chlorine releasing agent (e.g. bleach)** unless otherwise stated
- Page 9. Section 5.3, Table 2 – For nappy changing the PPE should be **Disposable aprons and non-plastic gloves**

This information must be added to all March 2011 versions

“Guidance on exclusion criteria” mentioned on page 1 is now available electronically and should be used in conjunction with the document. Please ensure that all previous exclusion documents are destroyed and replaced with the Scottish exclusion document entitled “Exclusion Criteria for Daycare and Childminding Settings” dated December 2011 www.hps.scot.nhs.uk.

Health Guidance

Care Inspectorate staff will use the document as best practice and take it into account

- When applying regulations and national care standards during the regulatory activities of registration, variation, inspection, complaint investigations and enforcement.
- When undertaking registration or variation work inspectors should ensure that the provider is aware of and promotes this good practice document as is reflected in the service policies and procedures for infection prevention and control.
- If you are processing a registration or variation application from an existing provider of a care service you should check the regulatory history including previous requirements, recommendations and grades and where there are any issues in relation to infection prevention and control you should consider these in relation to the current variation or registration.

Service providers should use the new document to either inform development of their corporate/service infection prevention and control documents such as policies, procedures, communications with parents, practices, education of staff and monitoring of implementation programmes or sign appendix 1 - “Using this guidance as local policy” and use the document itself adding more information, as appropriate to the particular service or environment.

All services regulated by the Care Inspectorate must “make proper provision for the health, welfare of service users” and “where necessary, have appropriate procedures for the prevention and control of infection” in order to comply with Scottish Statutory Instrument SSI 210 4 (1) (a) and (d) respectively.

National Care Standards early education and childcare up to the age of 16, revised in September 2009 has various aspects of infection prevention and control running through the different standards e.g. Standard 2 - A safe environment, Standard 3 - Health and wellbeing, Standard 10 - Involving other services, Standard 12 – Confidence in staff, Standard 13 – Improving the service.

All quality themes for childcare settings include aspects of infection prevention and control.

Staffing SSI 210 15 (b) requires “that persons employed in the provision of the care service receive - training appropriate to the work they are to perform” and this would include all aspects of infection prevention and control.

This new document will help all service providers who use the document appropriately, to comply with the above regulations and national care standards as long as staff are made aware of their service's infection prevention and control policies and procedures, have access to such information, are given suitable training which is evaluated and practices are implemented and monitored to ensure compliance.

Lessons from regulatory activities

- Always ensure that infection prevention and control policies and procedures are accessible to parents/carers, and are accessible and known by **all** staff at **all** times.
- All documents must be dated and signed by the authorising/accountable person who may be the manager or the chief executive of the service or the childminder.
- The use of posters displayed on walls in non childminding services must always reflect the information in the current infection prevention and control policies and procedures. If for example colour coding, chemicals used, products used for hand washing, cleaning frequencies are changed ensure old information is removed and staff are informed. It is a common occurrence to see old posters with invalid information displayed.
- Staff should have infection prevention and control training appropriate to their needs delivered by someone who is up-to-date in infection prevention and control in Scotland, trained to deliver the course and the content of the training must be applicable to the service type. One of the courses available which will support the use of the new document is the "Elementary Control of Infection" accredited by the Royal Environmental Health Institute for Scotland who only allows appropriately qualified people to deliver their course. Feedback from course participants is that if all attending share a childcare background and this is arranged with the presenter in advance then the focus can be specific to childcare settings rather than having to cover all care settings such as adult services.
- Following training ensure that staff are encouraged to give feedback and that they are reminded not change practices without discussion and agreement with their manager. In some cases training has lead to staff confusion and this has resulted in staff deviating from their service documents without management being aware of the situation or staff worrying about what should be followed.
- The best infection prevention and control audits or monitoring regimes include focus on observation of staff and children's practice. Yes it is important to check that there is liquid soap and paper towels at all hand wash sinks but it is more essential that they are used. Yes it is good to check that a member of staff or child carried out the hand washing technique correctly but more important would be to ensure that hand washing is carried out at the correct times, before and after appropriate tasks, for example after using the toilet or nappy changing before handling food.

- Always feedback audit/monitoring results to staff and encourage them to think of the outcomes of good and bad practice. Staff may have good suggestions which, if implemented, could improve care.
- Encourage parents and children to feedback comments or participate in audits/monitoring systems. Involving parents at all times may help reduce the potential for a future complaint.
- Good communication and feedback is a two way process essential to everyone involved in childcare settings. If you have external organisation such as the Health Protection Team or Environmental Health involved during an incident of infection remember to ask for feedback and give them feedback so that all concerned can learn from the event.

Summary

The document Infection Prevention and Control in Childcare Settings (Day Care and Childminding Settings) March 2011 has the potential to support the improvement of care is used appropriately by service providers who can also highlight the document to parents as evidence to support best practice.

Care Inspectorate staff must take the document into account during regulatory activities and also highlight its existence to service users, appropriately.

Examples of lessons learned from regulatory activities and the following list of useful information will also be of benefit to all

References/Useful Links/Further Reading

Childsmile 2011

National standards for nursery and school tooth brushing programme, version 2

<http://www.child-smile.org.uk/uploads/documents/16111-ToothbrushingStandards.pdf>

Health and Safety Executive (2000)

COSHH A Brief Guide to the Regulations ISBN 0 7176 2444 7

www.hsebooks.co.uk or www.hse.gov.uk

Health and Safety Executive

COSHH a brief guide to the Regulations: What you need to know about the Control of

Substances Hazardous to Health Regulations 2002 (COSHH) Leaflet

INDG136(rev3) HSE Books 2005 (single copy free or priced packs of 10 ISBN 0 7176 2982 1)

Health and Safety Executive (04/09)

Health and Safety Law – What you need to know.

ISBN 978 0 7176 6350 7

www.healthandsafety.co.uk

Health Protection Agency (April 2011)
Hand gels no substitute for handwashing on farm visits.
www.hpa.org.uk

Health Protection Scotland (March 2011)
Infection Prevention and Control in Childcare Settings (Day Care and Childminding Settings) March 2011 version
www.hps.scot.nhs.uk/

Health Protection Scotland (December 2011)
Exclusion Criteria for Daycare and Childminding Settings
www.hps.scot.nhs.uk

Health Protection Scotland (2009)
Standard Infection Control Precautions, Personal Protective Equipment Policy and Procedure
Copy available on www.hps.scot.nhs.uk/

Health Protection Scotland (2009)
Germ – wash your hands of them. Children’s Pack
http://washyourhandsofthem.com/the_campaign/childrens-pack.aspx

Health Protection Scotland (May 2011)
Preventing disease associated with animals in public settings.
www.hps.scot.nhs.uk

Medical and Healthcare products Regulatory Agency
www.mhra.gov.uk

Scottish Government (2011)
The Social Care and Social Work Improvement Scotland (Requirements for Care Services) Regulations 2011 No. 210 Welfare of user. 4 (1) (a) and (d), Staffing. 15 (b)
www.scotland.gov.uk/publications

Scottish Government
National Care Standards
www.scotland.gov.uk/publications

Social Care and Social Work Improvement Scotland (July 2011)
Health guidance entitled “**Disposable gloves – use and management**”
www.care.inspectorate.com

The Royal Environmental Health Institute for Scotland
‘Elementary Control of Infection’ course
Contact training@rehis.com for further information.