



<b>Title</b>	Outbreak Resilience Plan (cleaning)
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Document Control

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## Document control

Date	Version	Amendment
September 2022	2.6	Full document reviewed
January 2021	2.5	Appendix 2 updated
August 2020	2.4	Full document reviewed
January 2020	2.3	Appendix 1 updated
September 2018	2.2	Appendix 2 updated, full document reviewed

## 1.0 Intent

To provide a robust process for enhanced cleaning during and following outbreaks of infection.

## 2.0 Introduction

The following escalation process has been agreed between the Facilities Manager, General Managers and the Infection Control Manager. This five stage escalation process has been developed to maintain adequate cleaning provision during and following outbreaks. The responsibility for implementing this plan is shared between the Facilities Manager and the relevant General Manager.

## 3.0 Resilience Plan

**3.1 Step 1: Prioritising cleaning across local site.** With reference to the national Cleaning Specifications and advice from Infection Prevention and Control Team, establish cleaning priorities and frequencies required. Responsibility for decision making on priorities is the Site Manager or equivalent. This should be a short-term solution due to the inevitable impact on the cleaning standards in other areas. Facilities Manager and the relevant General Manager are to ensure impact of this action is not prolonged.

**3.2 Step 2: Redistribution of duties.** Explore with clinical staff the potential for non-cleaning duties to be undertaken by auxiliary staff such as serving beverages. This should be a short-term solution due to staff fatigue.

**3.3 Step 3: Flexible working day.** Review staff rota with a view to extending working day (excess part time hours or overtime) to focus on cleaning priority areas.

**3.4 Step 4: Move staff from other sites.** Once contingency options have been exhausted within the local site, General Services Department will prioritise cleaning across the Board. Moving staff around the Board will be dependent upon staff goodwill and may require additional support such as providing transport for domestics that are unable to drive.

**3.5 Step 5: Utilisation of bank staff.** General Services to use bank staff to supply additional cleaning staff as appropriate. This plan will help eliminate delays in terminal cleans following outbreaks as well as ensure additional and adequate cleaning during outbreaks.

#### **4.0 Cleaning Standards**

Cleaning will be in line with the national cleaning specifications and as detailed in the Infection Control Manual. These may be amended from time to time as determined by an Incident Management Team. Appendix 1 shows a terminal cleaning checklist which can be used after a terminal clean has been completed to check on cleanliness standards. Appendix 2 details an agreed enhanced cleaning regime which is to be used during outbreaks in inpatient facilities.

#### **5.0 Financial impact**

Implementing this plan could have financial consequences for NHS Borders. Equally, failure to implement this plan could have significant service costs through protracted avoidable disruption.

At the point where there are directly attributable costs arising from the implementation of this plan, the Facilities Manager will escalate to the Head of Estates and Facilities..

Bay\_\_\_\_\_ Date\_\_\_/\_\_\_/\_\_\_

ACTION		Checked & Passed	Not Applicable	Comments
1. Confirm with General Services staff materials/ solutions used during terminal clean (Tristel Fuse should be used for all cleaning including the cleaning of blood and body fluids)		<input type="checkbox"/>	<input type="checkbox"/>	
2. Ensure curtains have been removed		<input type="checkbox"/>	<input type="checkbox"/>	
3. Confirm sequence of cleaning tasks completed correctly (top to bottom of room)		<input type="checkbox"/>	<input type="checkbox"/>	
4. Check bedroom surfaces, fittings and furniture are clean and free from dust/ dirt	Track hoist free of dust	<input type="checkbox"/>	<input type="checkbox"/>	
	High dust surfaces	<input type="checkbox"/>	<input type="checkbox"/>	
	Wardrobe (grooves and ledges)	<input type="checkbox"/>	<input type="checkbox"/>	
	Lamps	<input type="checkbox"/>	<input type="checkbox"/>	
	All external surfaces of medical pods	<input type="checkbox"/>	<input type="checkbox"/>	
	Over bed table (including underneath surface)	<input type="checkbox"/>	<input type="checkbox"/>	
	Bedside locker (inside, outside and underside)	<input type="checkbox"/>	<input type="checkbox"/>	
	Patient chair and footstool (including undersides)	<input type="checkbox"/>	<input type="checkbox"/>	
	Bed (mattress, under mattress, underneath glider rail, cot sides including underside)	<input type="checkbox"/>	<input type="checkbox"/>	
	Electric bed hand control and cable	<input type="checkbox"/>	<input type="checkbox"/>	
	Patient call bell	<input type="checkbox"/>	<input type="checkbox"/>	
	Inside radiator External surfaces of radiator (Estates staff clean inside)	<input type="checkbox"/>	<input type="checkbox"/>	
	Refuse bins (inside, outside, base and wheels)	<input type="checkbox"/>	<input type="checkbox"/>	
5. Check toilets and bathroom areas are clean and free from dust/ dirt	Toilet & toilet seats (including underside)	<input type="checkbox"/>	<input type="checkbox"/>	
	Sink (shiny basin, plug and taps, check underside and overflow)	<input type="checkbox"/>	<input type="checkbox"/>	
	Bath	<input type="checkbox"/>	<input type="checkbox"/>	
	Shower	<input type="checkbox"/>	<input type="checkbox"/>	
	Wash hand basin (including underside)	<input type="checkbox"/>	<input type="checkbox"/>	
	Commodes (top side and underneath)	<input type="checkbox"/>	<input type="checkbox"/>	
	Sundries dispensers (including underside)	<input type="checkbox"/>	<input type="checkbox"/>	
	Paper towel and toilet roll dispensers including underside	<input type="checkbox"/>	<input type="checkbox"/>	
6. Check floors are clean and free from dust/ dirt	Light pull cord	<input type="checkbox"/>	<input type="checkbox"/>	
	Behind bed	<input type="checkbox"/>	<input type="checkbox"/>	
	Behind lockers	<input type="checkbox"/>	<input type="checkbox"/>	
	Floor corners	<input type="checkbox"/>	<input type="checkbox"/>	
7. Check stock of PPE in bays (danicentre)		<input type="checkbox"/>	<input type="checkbox"/>	
8. Check Gel dispensers are working (Confirm Advanced Purell in dispenser and in date )		<input type="checkbox"/>	<input type="checkbox"/>	
Signature – Cleaning Completed Domestic Supervisor:	Signature – Cleaning Accepted Nurse in Charge:	Signature Manager:	ONLY REQUIRED DURING AUDIT PERIODS	

## 7.0 Appendix 2: Enhanced Cleaning Regime

### OUTBREAK PREVENTION & MANAGEMENT - ENHANCED CLEANING REGIME

		Normal Cleaning Regime	Outbreak Season Declared	Enhanced Cleaning Regime During Periods of Outbreak			
		NHS Scotland National Cleaning Specification	No evidence of outbreak activity in NHS Borders	1 Bay Closed	More than 1 Bay Closed in one area	Ward Closed	
Location	Items	Frequency / Timing	Frequency / Timing	Frequency / Timing	Frequency / Timing	Frequency / Timing	
<b>All Closed Clinical Areas (Applies To All Clinical Boards)</b>	Toilets	One full clean and one check clean per day with Tristel Fuse	One full clean and one check clean per day with Tristel Fuse	4 full cleans per day (spread throughout the day) with Tristel Fuse	Cleaning regime to be agreed at Outbreak Control Meeting	4 full cleans per day (spread throughout the day) with Tristel Fuse	
	Touch Surfaces			3 full cleans per day (spread throughout the day) with Tristel Fuse		3 full cleans per day (spread throughout the day) with Tristel Fuse	
<b>Unaffected Rooms/Bays Within Affected Ward</b>	Toilets	One full clean and one check clean per day with Tristel Fuse	One full clean and one check clean per day with Tristel Fuse	One full clean and one check clean per day with Tristel Fuse		Cleaning regime to be agreed at Outbreak Control Meeting	n/a
	Touch Surfaces			One full clean and one check clean per day with Tristel Fuse			3 full cleans per day with Tristel Fuse
<b>Public / Communal Toilets</b>	Toilets	One full clean and one check clean per day with Tristel Fuse	One full clean and one check clean per day with Tristel Fuse	One full clean and one check clean per day with Tristel Fuse	Cleaning regime to be agreed at Outbreak Control Meeting		3 full cleans per day with Tristel Fuse
	Touch Surfaces			One full clean and one check clean per day with Tristel Fuse			3 full cleans per day with Tristel Fuse
<b>Core Areas</b>	Touch surfaces	One full clean and one check clean per day with neutral detergent	One full clean and one check clean per day with Tristel Fuse	One full clean and one check clean per day with Tristel Fuse		Cleaning regime to be agreed at Outbreak Control Meeting	3 full cleans per day with Tristel Fuse

Supported by decreased cleaning in Non-Clinical offices  
Enhanced Cleaning Regime - Outbreak Control V2.7

Updated January 2021