

IC2: 0300 Education of Employees

1.0 PURPOSE

All residential facility employees, including contracted and those employed in support services, are required to receive orientation at the beginning of employment and on a continuing basis.

2.0 DEFINITIONS

Employee Orientation

Presentation of overview of infection control principles, standards and guidelines and specific responsibilities assigned to each employee position relevant to the residential facility.

Continuing Education

A specific program of ongoing education and training for all employees designed to reinforce current knowledge of infection control principles, standards and guidelines relevant to the facility and to introduce new knowledge.

3.0 GUIDELINES

3.1 Responsibilities

- The Director of Care, Manager, equivalent, or designate should be responsible for ensuring that education and training in infection control is provided to all employees, including those contracted, at the beginning of employment and on a continuing basis.

3.2 Scheduling

- All employees should receive the orientation to infection control as soon as possible after beginning employment at the facility.
- All employees should receive continuing education as required for their responsibilities including an annual review of the information contained in the infection control orientation.

3.3 Content of Education

- Orientation to infection control should include Routine Practice, Additional Precautions, and hand hygiene and outbreak management as a minimum in the facility's orientation of infection control. A sample presentation on orientation to infection is provided by your Infection Prevention and Control Consultant.
- Infection Prevention and Control Consultants are responsible for maintaining and updating the orientation presentation as required.
- Continuing education of employees should include update of Standards and guidelines, feedback of audit results and the action needed to correct deficiencies; education on prevention and management of new and emerging diseases; and examples of best practice.

3.4 Documentation

- Residential facilities and contractors should document and maintain records of employee participation on orientation of infection control, attendance at continuing education sessions, results of competency assessments.

Mandatory Annual Education

- Hand Hygiene
- Routine Practice
- Reprocessing

Sample List of References for Infection Control

Journals / Publications

- American Journal of Infection Control (AJIC)
- Canadian Journal of Infection Control (CJIC)
- Canadian Journal of Infectious Diseases and Medical Microbiology (CJID)
- Canadian Communicable Disease Report (CCDR)
- Health Care Information and Communications Canada (HIC)
- Infection Control and Hospital Epidemiology (ICHE)

Infection Control Manual – Residential Care

Part 2 – Infection Control Program Guidelines

IC2: Infection Control Program Elements

Infection Control Sites and Links of Interest

- Infection Prevention and Control Canada (IPAC- Canada)
- Association for Professionals in Infection Control and Epidemiology (APIC)
- Provincial Infection Control Network (PICNet)
- British Columbia Centre for Disease Control (BCCDC)
- Centers for Disease Control and Prevention (CDC)
- Health Canada
- Infection Control Nurses Association (ICNA)
- Safer Healthcare Now