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Iechyd Cyhoeddus
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Public Health
Wales

Name of Meeting
Quality, Safety and
Improvement Committee
Date of Meeting
10 November 2021
Agenda
5.2

Outbreak Incident Management Policy and Procedure

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| Executive lead: | Rhiannon Beaumont-Wood, Executive Director, Quality, Nursing and Allied Health Professionals |
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| Author: | Eleri Lloyd-Burns, Interim Assistant Director of Quality and Nursing/Beverly Gregory Corporate Lead Nurse for Infection Prevention Control |
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| Approval/Scrutiny route: | Rhiannon Beaumont-Wood, Executive Director, Quality, Nursing and Allied Health Professionals The interim policy was approved by QSIC on the 14 April 2021, this revised version has been subject to consultation and approval is now requested. |
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Purpose

This paper introduces the revised Public Health Wales Outbreak Incident Management Policy and Procedure which sets out the internal management arrangements for an infectious disease outbreak within clinical and non-clinical areas within Public Health Wales.

Recommendation:

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|--|--------------------------------------|---------------------------------------|--|---------------------------------------|
| APPROVE <input checked="" type="checkbox"/> | CONSIDER <input type="checkbox"/> | RECOMMEND <input type="checkbox"/> | ADOPT <input checked="" type="checkbox"/> | ASSURANCE <input type="checkbox"/> |
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The Committee is asked to:

- **Approve** the revised Outbreak Incident Management Policy and Procedure for immediate implementation.

Link to Public Health Wales [Strategic Plan](#)

Public Health Wales has an agreed strategic plan, which has identified seven strategic priorities and well-being objectives.

This report contributes to the following:

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| Strategic Priority/Well-being Objective | All Strategic Priorities/Well-being Objectives |
| Strategic Priority/Well-being Objective | Choose an item. |
| Strategic Priority/Well-being Objective | Choose an item. |

Summary impact analysis

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| Equality and Health Impact Assessment | The EHIA is attached for reference. |
| Risk and Assurance | The policy and procedure sets out the management arrangements to minimise the impact and risks from an outbreak. |
| Health and Care Standards | This report supports and/or takes into account the Health and Care Standards for NHS Wales Quality Themes Governance, Leadership and Accountability Theme 2 - Safe Care Choose an item. |
| Financial implications | There are no financial implications relating to the approval of these documents |
| People implications | The policy and procedure documents outlines the process for management of an outbreak. Staff and managers will need to familiarise themselves with this guidance. |

1. Purpose / situation

This paper introduces the revised Outbreak Incident Management Policy and Procedure for approval, which is required within the organisation to support managers and staff in the management of Infection Prevention and Control (IP&C) outbreaks which arise within Public Health Wales settings. The established Infection Prevention Control Group, have been consulted on the documents and the documents have been through the wider consultation processes in Public Health Wales.

2. Background

The current interim Policy was approved by the Quality and Safety Committee in April 2021 and since wider consultation has taken place as per the organisational process for the approval of policies.

3. Description/Assessment

Following a review of the current documents led by the Lead IP&C Nurse, comments having been requested and received from IP&C Group members, Consultant in Communicable Disease Control representatives, HealthCare Associated Infection & Antimicrobial Resistance Programme (HARP) leads and Microbiology, the following minor amendments have been made aligned to national guidance.

- The updated national policies and documents have been reviewed and referenced within the Policy;
- The Outbreak Control Team (OCT) meeting is to be chaired by the Executive Director of Quality, Nursing and Allied Health Professionals or nominated deputy;
- A new flow chart has been included setting out the process for the reporting and management of outbreaks;
- Standard operating procedure for outbreak investigation, management and control has been inserted.

3.1 Well-being of Future Generations (Wales) Act 2015

This work has been put together following the five ways of working, as defined within the sustainable development principle in the Act, in the following ways:



Effective management of outbreaks will help to ensure that Public Health Wales long term strategy is successful.



Where possible Public Health Wales seeks to prevent the occurrence of outbreaks by taking a proactive approach to the reporting and management of incidents and risk to ensure safe services are provided to the users of our services, functions and programmes through the promotion of a positive reporting and investigation culture.



The policy, if properly implemented, aims to ensure that staff providing services, can recognise an outbreak, promptly inform the necessary professionals and implement basic measures in a timely manner to prevent further spread of infection and provide learning to facilitate the Trust's commitment to continuous improvement of services provided by Public Health Wales.



The Outbreak Incident Management Policy is underpinned by national policies.



Effective outbreak management is an important aspect of the organisation's governance arrangements, and, as such, helps the organisation to improve the quality and safeguard the high standards of the services provided by Public Health Wales.

4. Recommendation

This Policy and Procedure have now undergone wider consultation as per the organisational process for the approval of policies. With the consultation now complete and no comments raised it is recommended that the Committee is asked to approve the documents.

The Committee is asked to:

- **Approve** the revised Outbreak Incident Management Policy and Procedure for immediate implementation.