



Fort House Surgery

Rodney Road Walton Surrey KT12 3LD

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Practice Manager: Harriet Reid

Infection Prevention Control Statement

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Table of contents

1	Introduction	2
1.1	Policy statement	2
1.2	Status	2
1.3	Training and support	2
2	Scope	2
2.1	Who it applies to	2
2.2	Why and how it applies to them	2
3	Infection Prevention Control Statement	3
3.1	Infection Prevention Control (IPC) lead	3
3.2	Responsibilities	3
3.3	Risk assessments	3
3.4	Recommendations	3
3.5	Significant events	3
3.6	Audit	4
3.7	Guidance documentation and policies	4
3.8	Summary	4
	Annex A – Example Infection Control Annual Statement	5



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1 Introduction

1.1 Policy statement

In accordance with [The Health and Social Care Act 2008](#), Fort House is committed to the prevention of healthcare associated infection and patient safety is of the utmost priority. Good management and organisational processes are crucial to ensure that high standards of infection prevention (including cleanliness) are maintained.

Between March 2024 and March 2025 this practice ensured that it maintained compliance with the HSCA 2008 for infection control and cleanliness.

The current IPC Annual Statement is detailed at Annex A.

1.2 Status

This document and any procedures contained within it are non-contractual and may be modified or withdrawn at any time. For the avoidance of doubt, it does not form part of your contract of employment.

1.3 Training and support

The practice will provide guidance and support to help those to whom it applies to understand their rights and responsibilities under this policy. Additional support will be provided to managers and supervisors to enable them to deal more effectively with matters arising from this policy.

2 Scope

2.1 Who it applies to

This document applies to all employees of the practice, other individuals performing functions in relation to the practice, such as agency workers, locums, and contractors.

2.2 Why and how it applies to them

Infection prevention control is the responsibility of all staff at Fort House. All personnel are to fully understand the guidance given in the policies associated with this statement.

The practice aims to design and implement policies and procedures that meet the diverse needs of our service and workforce, ensuring that none are placed at a disadvantage over others, in accordance with the Equality Act 2010. Consideration has been given to the impact this policy might have in respect to the individual protected characteristics of those to whom it applies.



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3 Infection Prevention Control Statement

3.1 Infection Prevention Control (IPC) lead

At Fort House the IPC lead is Charlotte Budkiewicz, Nursing Manager/ ANP

3.2 Responsibilities

The IPC lead is responsible for promoting good infection control practice within Fort House. They are to ensure that:

- They provide timely advice to colleagues, service users and relatives (where applicable)
- Training is provided regarding the standard principles of infection prevention control, specifically training in hand decontamination, the use of PPE and the safe use of and disposal of sharps (this list is not exhaustive)
- Appropriate supplies of sharps containers, PPE and materials for hand decontamination are available

3.3 Risk Assessments

Risk assessments are undertaken to control risks in the workplace¹. Between March 2024 and March 2025 the following risk assessments were completed:

COSHH (Control of Substances Hazardous to Health)
Legionella

Recommendations

Following the above risk assessments, the following recommendations were made/actions taken: Nil

3.4 Significant events

Significant event analysis (SEA) should act as a learning process for the whole practice, as significant events can reflect good as well as poor practice. In relation to infection control, this practice has raised no significant events between March 2024 and March 2025

¹ [Controlling the risks in the workplace](#)



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3.5 Audit

Audit is an essential component of any infection prevention and control strategy². At Fort House an audit was carried out on 18/3/25

The IPC lead can provide further detailed information regarding the audits and subsequent action plans.

3.6 Guidance documentation and policies

Fort House refers to the following guidance documentation and policies which are related to infection prevent and control:

- Infection Control Policy
- Infection Control Inspection Checklist

3.7 Summary

All staff undertake infection prevention and control training and are committed to maintaining high standards of infection prevention and cleanliness within Fort House

Regular training, audits and reviews are key to the prevention of healthcare associated infection.

² [Infection Prevention and Control Audits](#)



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Annex A – Infection Control Annual Statement

Fort House 18.3.25

Purpose

This annual statement will be generated each year in February/ March in accordance with the requirements of the Health and Social Care Act 2008 Code of Practice on the prevention and control of infections and related guidance. The report will be published on the practice website and will include the following summary:

- Any infection transmission incidents and any action taken (these will have been reported in accordance with our significant event procedure)
- Details of any infection control audits undertaken and actions undertaken
- Details of any risk assessments undertaken for the prevention and control of infection
- Details of staff training
- Any review and update of policies, procedures and guidelines

Infection Prevention and Control (IPC) Lead

The lead for infection prevention and control at Fort House Charlotte Budkiewicz, Nursing manager/ ANP.

The IPC Lead is supported by Harriet Reid, Practice Manager.

a. Infection transmission incidents (significant events)

Significant events involve examples of good practice as well as challenging events.

Positive events are discussed at meetings to allow all staff to be appraised of areas of best practice.

Negative events are managed by the staff member who either identified or was advised of any potential shortcoming. This person will complete a Significant Event Analysis (SEA) form that commences an investigation process to establish what can be learnt and to indicate changes that might lead to future improvements.

All significant events are reviewed and discussed in several meetings each month. Any learning points are cascaded to all relevant staff where an action plan, including audits or policy review, may follow.

In the past year there have been no significant events raised that related to infection control. There have also been no complaints made regarding cleanliness or infection control.



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b. Infection prevention audit and actions

Detail information about the practice and any requirements needed following the CQC inspection.- awaiting CQC inspection at new property

Input any information regarding any external IPC inspections - legionnaires

Blue Stream handwashing module for all staff

Detail any projected audit reviews and frequency.

c. Risk Assessments

Risk assessments are carried out so that any risk is minimised to be as low as reasonably practicable. Additionally, a risk assessment which can identify best practice can be established and then followed.

In the last year the following risk assessments were carried out/reviewed:

- General IPC risks
- Staffing, new joiners and ongoing training
- COSHH
- Cleaning standards
- Curtain cleaning or changes
- Staff vaccinations
- Sharps
- Water safety
- Toys

In the next year, the following risk assessment will also be reviewed:

- General IPC risks
- Staffing, new joiners and ongoing training
- COSHH
- Cleaning standards
- Curtain cleaning or changes
- Staff vaccinations
- Sharps
- Water safety
- Toys

d. Training

In addition to staff being involved in risk assessments and significant events, at Fort House all staff and contractors receive IPC induction training on commencing their



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post via blue stream academy. Thereafter, all staff receive refresher training annually.

Various elements of IPC training in the previous year have been delivered at the following times:

Practice Index On-line training

e. Policies and procedures

The infection prevention and control related policies and procedures which have been written, updated or reviewed in the last year include, but are not limited, to documents on the shared drive under Infection Control

Policies relating to infection prevention and control are available to all staff and are reviewed and updated annually. Additionally, all policies are amended on an ongoing basis as per current advice, guidance and legislation changes.

Responsibility

It is the responsibility of all staff members at Fort House to be familiar with this statement and their roles and responsibilities under it.

Review

The IPC Lead, Charlotte Budkiewicz and Harriet Ried, Practice Manager are responsible for reviewing and producing the annual statement.

This annual statement will be updated on or before March 2026

Signed by

Charlotte Budkiewicz (electronic signature)

Harriet Reid

For and on behalf of Fort House