

Appendix C

INFECTION CONTROL COMMITTEE - SAMPLE TERMS OF REFERENCE

Purpose

To provide a multi-disciplinary forum for the discussion and review of infection prevention and control issues.

Responsibilities

1. To develop, review and recommend the goals and objectives of the infection prevention and control program.
2. To review and make recommendations on changes to resident practices and/or resident products with respect to infection prevention and control.
3. To develop strategies to reinforce compliance with current legislation and existing infection prevention and control protocols through education.
4. To review the findings of surveillance projects, audits and outbreaks, identify areas for improvement and develop strategies for improvement.
5. To formulate communication plans and communicate information to departments/programs through the representatives on the committee.

Membership

- Infection Control Practitioner
- Medical Director
- Physicians
- Administration
- Nursing
- Pharmacy
- Public Health (designate of the Medical Officer of Health)
- Activation
- Dietary
- Facility Services
- Nursing Administration
- Ad Hoc members as necessary (such as Health and Safety, Occupational Health, Human Resources, Microbiology Laboratory, etc)

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Term

Membership will be reviewed annually.

Frequency of Meetings

Bi-monthly and at the call of the Chair for a minimum of five meetings per year.
Ad hoc sub-committees may be established as necessary.

Accountability

The committee is accountable to the Administrator and Medical Director of the LTCH