

**Policy and Procedure**

Title:	<b>Infection Prevention and Control (IP&amp;C) Manual</b>	
Policy Number:	12.000	Section: Infection Control Services
Effective Date:	July 7, 2006	
Latest Revision:	August 22, 2018	
Approving Body:	President and CEO	
Authority:	The CancerCare Manitoba Act	
Responsible Officer:	Chief Medical Officer	
Delegate:	Director, Infection Control Services	
Contact:	Infection Control Services	
Applicable to:	Applicable to all CCMB Sites and Staff	

**1.0 BACKGROUND:**

- 1.1 CancerCare Manitoba (CCMB), in consultation with the Winnipeg Regional Health Authority (WRHA), authorized the use of the new WRHA Infection Prevention and Control (IP&C) Acute Care Manual in July 2006 as the core content of the standard operating procedures (SOPs) for Infection Control Services, CCMB. This has permitted the standardization of infection prevention and control practices for the cancer and blood disorder patients served across the province by CCMB and its regional health authority partners.
- 1.2 CCMB acknowledges the permission granted by the WRHA IP&C Program to utilize the WRHA manual as the core content for the CancerCare Infection Prevention and Control Manual. Non-RHA facilities such as CCMB are authorized to use the manual as a reference manual.
- 1.3 CCMB staff are informed regarding the WRHA IP&C manual as the CancerCare Infection Prevention and Control reference SOPs and how to access this manual on-line at the WRHA IP&C Programme website at <http://www.wrha.mb.ca/extranet/ipc/manuals-acute.php>
- 1.4 CCMB, in accordance with the recommendations of the WRHA, transitioned from the distribution of paper-based copies of the manual to that of the web-based WRHA manual on June 23, 2014. It is acknowledged that the maintenance of multiple copies of the paper-based manual had become costly, inefficient, and often incomplete, thus posing a potential organizational risk. (Refer to the disclaimer in 90.00.005 WRHA Regional Policy: Infection Prevention and Control (IP&C) Manuals; January 2018. Page 1). The sections of the WRHA manual are regularly reviewed, updated, and amended to provide the most up-to-date recommendations and procedures.
- 1.5 CCMB Infection Control Services is represented on the WRHA Infection Prevention and Control Program Committee by the Infection Control Professional. This relationship provides a voice for CCMB and its patients in the regional infection prevention and control activities.

**2.0 PURPOSE:**

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- 2.1 To provide evidence based, best practice guidance and standardized infection prevention and control practices for CCMB Staff in the management of cancer and blood disorder patients by CCMB and its agents in Manitoba.
- 2.2 To provide CCMB with IP&C procedures and guidelines that are consistent and harmonized with those of other provincial acute care health care facilities such as those served by the WRHA including the Health Sciences Centre, St. Boniface Hospital, the Concordia General Hospital, the Grace General Hospital, the Victoria General Hospital, Seven Oaks General Hospital, the Riverview Health Centre, the Misericordia Health Centre, and the Churchill Health Centre facilities, and those acute health care facilities under the aegis of other regional health authorities in Manitoba for whom the content of the WRHA IP&C manual represents the basis for the regional IP&C policies and procedures.

### 3.0 **DEFINITIONS:**

- 3.1 Infection prevention and control (IP&C) is defined as a practical sub-discipline of epidemiology concerned with the prevention and control of health-care facility-related transmission of communicable infectious diseases.
- 3.2 Infection Control Services is defined as a fundamental infrastructure program of CCMB tasked with the responsibilities of the discipline of infection prevention and control dedicated to the interests, safety, and well-being of vulnerable CCMB patients and its staff related to the prevention of communicable and transmissible infectious diseases within the institution.
- 3.3 Regional Health Authority (RHA) is defined in the context of the Regional Health Authority Act of Manitoba as a geographically determined administrative health care organization mandated to provide health services, social services or both and includes hospitals, personal care homes, laboratories, and clinics.

### 4.0 **POLICY:**

- 4.1 The WRHA Infection Prevention and Control Acute Care Manual shall be designated as the reference document in the provision of the CCMB Infection Prevention and Control policies and procedures under the governance of CCMB Infection Control Services.

### 5.0 **PROCEDURE:**

- 5.1 The most up-to-date version of documents in the WRHA Acute Care IP&C Manual are posted on-line. CCMB staff shall refer to the Acute Care IP&C Manual available at <http://www.wrha.mb.ca/extranet/ipc/manuals-acute.php>

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**6.0 REFERENCES:**

- 6.1 WRHA Acute Care Infection Prevention and Control Manual, available at  
<http://www.wrha.mb.ca/extranet/ipc/manuals-acute.php>
- 6.2 90.00.005 WRHA Regional Policy January 2018 (supercedes March 2013).  
Infection Prevention and Control (IP&C) Manuals.
- 6.3 © Accreditation Canada Infection Prevention and Control Standards 2018. For  
surveys starting after: January 01, 2019.  
<https://accreditation.ca/infection-prevention-and-control>
- 6.4 © Accreditation Canada Required Organizational Practices 2018 Handbook  
Qmentum. For on-site surveys starting January 2019.

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**GOVERNING DOCUMENT LOCATION**

This document is located (hard and e-copy formats):

1. The original signed and approved document is filed in the Executive Office, CCMB
2. Electronic copy located in the CCMB Governing Documents Library, SharePoint
3. Electronic copy located on the CCMB website

**Revision History:**

Date	Version	Status	Author	Summary of Changes
	#	Initial, Draft Final Minor/Major revision		
17/07/2006	1	Initial	E.J. Bow MD	
16/11/2015	2	Final	J. McLeod E.J. Bow MD	Updated background and definitions.
17/07/2018	3	Final	J. McLeod E.J. Bow MD	Updated background and definitions.
22/08/2018	3	Final	I. Anderson	Updated policy number.

**Approvals Record:**

This Policy requires approval by:

Approval	Date	Name / Title	Signature
		Not required.	

**FINAL APPROVAL:**

Date	Name / Title	Signature
Aug 22, 2018	Dr. P. Czaykowski Chief Medical Officer, CCMB	Original signed by Dr. P. Czaykowski