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Policy / Procedure	Facility:	
Subject: Infection Control Nurse – Job Description		Effective:
Approved by:		Date:
Revision:		Date:

1. Directs and maintains an Infection Control program designed to provide a safe, sanitary, and comfortable environment and to help prevent the development and transmission of disease and infection in the facility.
2. Stays informed of CDC, OSHA, FDA, and state and federal health regulations on Infection Control to ensure that the facility follows clinical guidelines and standards and remains in compliance with state and federal regulations.
3. Monitors staff Infection Control practices.
4. Ensures that staff members wash their hands after each direct resident contact for which hand washing is indicated by accepted professional practice.
5. Ensures that staff members handle, store, process, and transport linens so as to prevent the spread of infection.
6. Contributes to inservices and staff meetings on subjects such as:
 - a. Basic Infection Control practices
 - b. Hand washing
 - c. Standard Precautions
 - d. Infectious diseases
 - e. Handling of linens
 - f. Isolation practices
 - g. Prevention of needle sticks
 - h. Handling of hazardous medical waste
7. Informs the Directors of Nursing and Staff Development when staff members need instruction on:
 - a. New Infection Control material, information, practices, or regulations
 - b. Improving staff practices in Infection Control
8. Makes recommendations about staff Infection Control practices.
9. Oversees resident and staff immunizations and vaccinations.

10. Ensures that employees with a communicable disease or infected skin lesions are prohibited from direct contact with residents or their food, if direct contact will transmit the disease.
11. Monitors and facilitates the facility's Tuberculosis, TB testing, and treatment.
 - a. Orders the PPD and Tuberculin syringes to keep each unit in the facility supplied.
 - b. Educates the health care team on:
 - i. Tuberculosis and treatment
 - ii. Protocols for Mantoux test administration
 - iii. When and how to read the test results
 - iv. What types of test results should be referred to the Infection Control Nurse for follow-up
 - c. Monitors the TB Logs and the unit practices to make sure the TB testing process meets clinical standards of care.
 - d. Keeps in her office copies of each unit's TB logs and copies of employee TB test results.
12. Monitors and facilitates the facility's Pneumococcal immunizations.
 - a. Orders the Pneumococcal vaccine.
 - b. Reviews current product information from the vaccine manufacturer.
 - c. Distributes the vaccine to the units.
 - d. Educates the health care team on:
 - i. Pneumonia
 - ii. Protocols for vaccine administration
 - iii. Contraindications to vaccine administration
 - iv. Possible side effects of vaccine administration
 - e. Monitors the Immunization Log and the unit practices to make sure the immunization process meets clinical standards of care.
13. Orders Influenza vaccine, and informs the facility's Director of Nursing and Charge Nurses when Influenza vaccine is available and that the immunization process should begin.
 - a. Distributes vaccine to the units, and educates the health care team on:
 - i. Influenza
 - ii. Protocols for vaccine administration
 - iii. Contraindications to vaccine administration
 - iv. Possible side effects of vaccine administration

b. Gives the Charge Nurses a log of all residents on each unit for a record of the immunization process that includes columns for:

- i. Resident name and room number
- ii. That the resident / family member was given information about the vaccine and its benefits and possible side effects
- iii. Date vaccine administered
- iv. Vaccine refused or contraindicated, and reason why
- v. Temperature for three consecutive days
- vi. Side effects noted

c. Monitors the Immunization Log and the unit practices to make sure the immunization process meets clinical standards of care.

d. Keeps in her office copies of each unit's immunization logs after the facility's immunization process is completed.

14. Monitors and facilitates handling of medical waste and used needles.

- a. Trains employees to use new devices and/or procedures.
- b. Documents employee training in the OSHA Exposure Control Plan.
- c. Monitors facility practices in handling needles, sharps, and exposure to facilitate compliance.
- d. Maintains a log of injuries from contaminated sharps according to OSHA standards that includes:
 - i. All work related needle stick injuries and cuts from sharp objects that are contaminated with another person's blood or other potentially infectious materials
 - ii. Update of follow-up interventions if a recorded employee injury is later diagnosed with an infectious bloodborne disease
- e. Implements and reports follow-up procedures after needle stick or sharps injuries according to OSHA regulations.

15. Investigates, controls, and prevents infections in the facility.

- a. Maintains a record of incidents and corrective actions related to infections.
- b. Tracks infections in the facility to determine patterns by monitoring and analysis of:
 - i. Each unit's 24 Hour Report
 - ii. Lab reports
 - iii. Pharmacy list of antibiotics currently used in the facility

c. Analyzes data and trends in resident and staff infections by:

Resident or staff member

Type

Date

Frequency

Unit and room

d. Presents monthly and quarterly infection reports to the Director of Nursing, Quality Assurance Committee, and the Medical Director's meeting.

e. Decides what procedures, such as isolation, should be applied to an individual resident.

f. When it is determined that a resident needs isolation to prevent the spread of infection, instructs staff members on how to appropriately isolate the resident.

16. Monitors the facility for occurrences of infections including:

a. Urinary tract infections

b. Respiratory tract infections

c. Soft tissue infections

d. Gastroenteritis

e. Clostridium difficile

f. Tuberculosis

g. Antibiotic-resistant infections

h. Influenza

17. Reports infections, outbreaks, and diseases to the local health department in accordance with local, state, and federal regulations.

18. Monitors facility for early detection of possible outbreaks.

a. Reports to the Director of Nursing whenever there is evidence of an infectious outbreak.

b. Ensures that outbreaks are reported to the facility's Medical Director and local health department according to local and state regulations.

c. Meets with staff to review Infection Control protocols for outbreak control.

d. Instructs Charge Nurses to keep a log at each nurses' station tracking the temperatures and symptoms of residents.

e. Informs the Director of Nursing if an infected unit or the entire facility may need to be quarantined.

f. Monitors the progression of the outbreak, and when the last infected person displays no signs or symptoms for 72 hours, informs the Director of Nursing that the outbreak is over.

19. Establishes, maintains, and evaluates an ongoing Antibiotic Stewardship program that includes antibiotic use protocols and a system to monitor antibiotic use.