

**Different Minds (ADHD-ASD Norfolk) Ltd**  
**Infection Prevention and Control (IPC) Policy**  
**Compliant with the Code of Practice for the Prevention and Control of Infections**

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## **1. Purpose**

The purpose of this policy is to set out the infection prevention and control measures in place at Different Minds (ADHD-ASD Norfolk) Ltd to ensure the safety of service users, staff, and visitors. This policy supports compliance with the **Health and Social Care Act 2008 (Regulated Activities) Regulations 2014**, specifically the **Code of Practice on the Prevention and Control of Infections and Related Guidance**.

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## **2. Scope**

This policy applies to all staff, volunteers, sub-contractors, and others who deliver services on behalf of Different Minds (ADHD-ASD Norfolk) Ltd. It also applies to any settings in which services are delivered, including offices, clinics, and community environments.

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## **3. Policy Statement**

Different Minds (ADHD-ASD Norfolk) Ltd is committed to maintaining high standards of hygiene and infection control in all areas of its operations. We aim to prevent and minimise the risk of infection by following robust procedures and current best practice guidelines.

We recognise our duty to:

- Protect the health of service users, staff, and visitors
  - Comply with legal and regulatory requirements
  - Maintain a safe, clean, and hygienic environment
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## **4. Legal and Regulatory Framework**

This policy aligns with:

- **The Health and Social Care Act 2008** (Code of Practice on the prevention and control of infections and related guidance)
- **The Care Quality Commission (CQC) Fundamental Standards**
- **Health and Safety at Work etc. Act 1974**
- **Control of Substances Hazardous to Health (COSHH) Regulations 2002**
- **UK Health Security Agency (UKHSA) and NHS guidance**

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## 5. Infection Prevention and Control Lead

The organisation will appoint an **Infection Prevention and Control (IPC) Lead** responsible for:

- Overseeing IPC procedures
  - Ensuring staff are trained and up to date with best practice
  - Monitoring compliance with hygiene protocols
  - Liaising with external health protection agencies when required
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## 6. Standard Infection Control Precautions (SICPs)

The following standard precautions must be followed at all times:

- **Hand hygiene** – Regular handwashing with soap and water or use of alcohol-based hand gel
  - **Personal protective equipment (PPE)** – Appropriate use of gloves, aprons, or masks where necessary
  - **Environmental cleanliness** – Routine cleaning schedules for all premises and equipment
  - **Safe waste disposal** – Proper segregation and disposal of clinical and general waste
  - **Respiratory hygiene** – Promoting ‘catch it, bin it, kill it’ and mask use when appropriate
  - **Sharps management** – Safe handling and disposal of sharps (where applicable)
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## 7. Specific Procedures and Protocols

- **Cleaning Protocols:** Cleaning schedules must be in place and followed, especially for high-touch surfaces and communal areas.
  - **Laundry:** Any linens used in support activities must be laundered according to infection control standards.
  - **Incident Reporting:** Any infection risk, outbreak, or exposure must be reported immediately to the IPC Lead and logged as an incident.
  - **Service User Support:** Where service users are known to have infections (e.g. COVID-19), appropriate care planning and risk assessments must be implemented.
  - **Vaccination:** Staff are encouraged to remain up to date with routine vaccinations (e.g. flu, COVID-19), and guidance may be updated based on national recommendations.
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## 8. Training and Awareness

All staff and contractors must complete induction and annual refresher training in infection prevention and control. The training will include:

- Hand hygiene

- PPE use
  - Environmental cleaning
  - Infection recognition and response
  - Policy updates and any new national guidance
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## 9. Audits and Monitoring

- Regular audits will be carried out by the IPC Lead or designated staff to ensure compliance with IPC procedures.
  - Any non-compliance or risk areas will be addressed through action planning and supervision.
  - IPC performance and incidents will be reviewed regularly by the management team.
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## 10. Review of Policy

If required due to changes in legislation, public health guidance, or following a significant infection control event.

### Approved by:

Graham Boulter MSc

Director

Different Minds (ADHD-ASD Norfolk) Ltd

3/4/25 to be reviewed 3/4/26