2. Governance and Implementation of Hand Hygiene Training Programme in CHOs:

2.1 Who will deliver the Hand Hygiene training programme to the trainers?
Following implementation of the governance protocol for hand hygiene across each CHO, the CIPCNs in each CHO will undertake delivery and co-ordination of the hand hygiene ‘Train the trainer’ programme. This CIPCN will have an acute awareness and understanding of the complexities of non-acute health and social care settings.

2.2 Who will the programmes be available to?

Hand Hygiene ‘Train the Trainer’
To become a trainer for Hand hygiene in the non acute setting the following is the eligible criteria:

- Worked as a HO in approx 3 years
- Experience in providing formal/informal education or influence in making healthcare improvement
- Nominated with agreed support from service/facility manager
- Some prerequisites include:
  - Interested in educating peers in hand hygiene and becoming a champion in the workplace
  - Complete HSE and E-learning module on hand hygiene
  - Complete HSE and E-learning module on Standard Precautions, “Breaking the Chain of Infection”
  - Complete the “Train the Trainer” education programme delivered by the IPCN

Hand Hygiene ‘Train the Health care worker’:
- Trainers who have undertaken the steps above will deliver hand hygiene training to HCWs in their healthcare facility/area of service who are required to undertake mandatory hand hygiene education on induction and every two years

2.3 Roles and Responsibilities:

2.3.1 HCAI AMR Clinical Programme
- Development and updating of ‘hand hygiene How to guide’ in association with a subgroup of IPCNs working across CHO
- Support and advisory role to HCAI AMR taskforce on content and implementation across CHO
- Advisory role to CHO HCAI AMR committees on monitoring measures for hand hygiene
- Editorial responsibility to review and update content of the How to guide at least every 2 years or more often as emerging evidence requires.
- Promote awareness of the How to Guide

2.3.2 Responsibility of National HCAI/ AMR Task force
It is the responsibility of the National HCAI/ AMR Task force to;
- Ratify the train the trainer governance protocol and toolkit as one that can be used by all IPCNs working in primary and community care within CHO
- Ensure that within all CHO, responsibility for oversight of this initiative will be supported from executive level as a priority national quality improvement for HCAI and AMR
- Monitor progress with mandatory hand hygiene training in CHO areas e.g.
  - Number of Trainers trained at CHO level
  - Number of HCWs who have received hand hygiene training
2.3.3 Responsibility of Chief Officers

It is the responsibility of each Chief Officer to:

- Ensure that a HCAV/AMR committee is in place with an identified co-ordinator who will oversee that each health care facility/service within their area will provide a nominated HCW to undertake a train the trainer programme in hand hygiene.
- Have in place within each CHO, records of nominated trainers for each facility/service. The list will include the name(s) of the CIPCNs where present in a CHO area.
- Ensure that each facility/service make provision to release staff for training as Trainers, and facilitate release of all staff to attend training, when required.
- Ensure that CIPCNs are available within the CHO to deliver the train the trainer programme. In the absence of a CIPCN this may involve sourcing a locum IPCN service where IPCN resources are not currently available within the CHO.
- Ensure that there is a robust system in place whereby the training records of each trained ‘hand hygiene trainer’ can be recorded and kept up-to-date on whatever systems are required within each CHO Area, such as PPARRs, service manager staff databases, facility training data bases, the trainers log etc. Administrative support is a necessary component of the process. It is vital to ensure that the Lead CIPCN and the local group of hand hygiene trainers have access to administrative support which will record hand hygiene training as per each CHO areas requirements.
- Agree local hand hygiene monitoring measures appropriate to the service/facility in conjunction with CIPCN advice.

2.3.4 Infection Prevention Control Nurse:

2.3.5 It is the responsibility of the CIPCN to;

- Provide the ‘Train the Trainer’ Hand Hygiene programme to the nominated trainers from facilities/services within their remit in CHO areas. This may be supported in conjunction with Centres of Nursing/ Midwifery Education (CNE/ CNMEs) Review ‘Train the trainer’ delivery checklist in advance of the programme being delivered.
- Provide hand hygiene support locally on request where possible
- Support hand hygiene Trainers by:
  - Providing up-to-date information on products and facilities etc
  - Providing resources and support to promote HCWs undertaking self evaluation/self appraisal of hand hygiene technique (Section 5) along with other tools e.g hand hygiene inspection cabinet

2.3.6 Health Care Facility Manager/ Head of Service

It is the responsibility of the Health Care Facility Manager/ Head of Service to;

- To recruit a HCW to undertake the train the trainer programme and complete contractual agreement (Section 3)
- To provide protected time for a nominated trainer from their facility to undertake the train the trainer programme provided by the CIPCN, prepare and deliver training to all healthcare workers
- To notify all staff of the role of the trainer
- To ensure all HCWs are released to attend the training
- To ensure that all new HCWs receive hand hygiene education by informing the trainer when new employees are due to commence duty
- To ensure availability of training resources including laptop projector where relevant and access to a hand hygiene inspection cabinet
- To facilitate administration of the hand hygiene training programme
  - Administration of programme includes record keeping for those who have received training, and issuing reminders to HCWs when hand hygiene education is required. This is currently 2 years These records are currently required during HIQA unannounced inspections of acute hospitals against IPC standards which are intended to commence in the non-acute healthcare settings.
To address non-compliance in line with national Hand Hygiene Guidelines. Local arrangements should be in place and the following are a guide:

- Highlight the noncompliance with hand hygiene when observed
- Initial response at local level – ward or unit
- Arrange education and reassessment to be carried out
- Further action required – e.g. report to senior management
- These non-compliance issues include:
  - Ensures compliance with ‘The 5 moments of Hand Hygiene’ as it applies in the individual health and social care setting:
    - Ensuring that no wrist or hand jewellery are worn in clinical settings with the exception of a plain band ring
    - Long nails, nail varnish or artificial nails
    - Ensure compliance with “bare below the elbow” baring wrists during all clinical and personal care activities (e.g. Short sleeved tops or rolled up sleeves prior to commencing suce care activities)

2.3.7 Hand Hygiene Trainer:
It is the responsibility of the Hand Hygiene trainer to:

- To undertake the ‘Train the Trainer’ hand hygiene programme
- To deliver the hand hygiene training to HCW in their service area/healthcare facility (using standardised materials section 6)
- To attend a hand hygiene update every 4 yrs and relevant training as required
- To promote and be a champion in their service area/healthcare facility e.g. feedback using the hand hygiene environmental checklist (Section 4)
- Provide information to patients, residents, families and carers about the need for hand hygiene and how to keep their hands clean

Note: This role should be supported with approved professional development enhancements such as ‘Nursing and Midwifery Board of Ireland (NMBI/ An Bord Altranais) approved credits or Continuing Education Units (CEUs) points.

2.3.8 Healthcare worker:
It is the responsibility of each HCW to:

- Complete mandatory hand hygiene education on induction and every 2 years thereafter, either face- to- face or online
- Comply with, act as a role model and promote with hand hygiene best practice at all times
- Provide information to patients, residents, families and carers about the need for hand hygiene and how to keep their hands clean

Note: The ‘How to guide for hand hygiene’ in CHO settings has been developed to support CHOs in providing mandatory hand hygiene education for HCWs. It is recognised that there are currently a small number of areas within particular geographic locations of CHOs where successful sustained ‘hand hygiene Train-the-Trainer programme’ or equivalent is already in place and delivered by the IPCN service. In these circumstances there should be no obligation for existing programmes to be replaced at the discretion of the IPCN.

References: