

**INFECTION PREVENTION MENTOR PROGRAM
CURRICULUM/SCHEDULE**

- **For Experienced IP: Follow schedule reflected below for Weeks 1 – 7**
- **For Non-experienced IP: Follow each weekly schedule below twice for a total of 14 Weeks**

Note: for **READING** requirements below refer to: APIC Core Curriculum Text or online: <https://apic.org/resources/apic-text/>

WEEK 1 – Introduction to the Infection Prevention & Control Program

Learning Activity	Skill Building	Meetings	Date of Completion/ Comments
<p>Intro to IC Team</p> <ul style="list-style-type: none"> • Meet IC Manager & IC Medical Director • Meet IP Program Manager • Meet Quality Management Director • Review personal responsibilities/expectations <p>Hospital tour; review hospital leadership structure</p> <p>Review Infection Prevention Program</p> <ul style="list-style-type: none"> • Review IP&C policies & procedures • Occ. Health P&Ps <p>Review IC Committee meeting minutes & surveillance reports</p> <ul style="list-style-type: none"> • Review surveillance forms for healthcare-associated infections (HAIs) <p>Introduction to Regulatory: CMS/TJC/State</p> <ul style="list-style-type: none"> • OSHA, NIOSH, FDA, • CDC, APIC, AHA, SHEA <p>Review of national and local APIC</p> <ul style="list-style-type: none"> • Membership, websites, literature, professional practice <p>Review resources</p>	<p><u>READ</u></p> <p>Infection Prevention and Control Programs (Chapter 1)</p> <p>Occupational Health (Ch. 100)</p> <p>Accrediting & Regulatory Agencies (Ch. 4)</p>	<p>Attend any committee, team or medical staff meetings as appropriate and any scheduled in-services.</p> <p>Attend IC Committee meeting at alternate facility</p>	

<ul style="list-style-type: none">Books, websites, library access, sharepoint sites, computer, various software			
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WEEK 2 – Surveillance/Microbiology

Learning Activity	Skill Building	Meetings	Date of Completion/ Comments
<p>Tour microbiology lab</p> <ul style="list-style-type: none"> • Meet micro staff • Hands on with micro tech <p>Review daily culture reports with mentor</p> <ul style="list-style-type: none"> • Review NHSN criteria • Review NHSN modules <p>Communicable Disease reporting process</p> <p>Review IC Committee meeting minutes & surveillance reports</p> <ul style="list-style-type: none"> • Review surveillance forms for healthcare-associated infections (HAIs) <p>Training on Cerner</p> <p>Micro/HAI Surveillance</p>	<p><u>READ</u></p> <p>Microbiology Basics – (Ch.24)</p> <p>Lab Testing & Diagnostics – (Ch. 25)</p> <p>Microorganisms –</p> <ul style="list-style-type: none"> • Gram positive and gram negative (Chapters 93,94,76,77,75,87,72,84,71,85) • Viruses (Chapters 80,97,81,82,90,86,88,98, 96, 89) • Fungi (Ch. 78) • Mycobacteria (Ch. 95) • Parasites (Ch. 99) • CJD & Other Prion Diseases (Ch. 73) <p>Foodborne Illnesses (Ch. 83)</p> <p>Diarrheal Diseases: Viral, Bacterial, Parasitic (Ch. 79A, 79B, 79C)</p> <p>Sexually Transmitted Diseases (Ch. 91)</p> <p>Microbiology References: Control of Communicable Diseases Manual; Sanford Guide to Antimicrobial Therapy</p>	<p>Attend Infection Prevention & Control Committee meeting</p> <p>Attend IC NEE Presentation as an observer</p>	

WEEK 3 – Infection Prevention Basics

Learning Activity	Skill Building	Meetings	Date of Completion/ Comments
<p>Review Hand Hygiene policy and hand hygiene data for facility and process for collecting data.</p> <p>Review Banner policies: Standard Precautions, Contact Precautions, Droplet Precautions, and Airborne Precautions.</p> <p>Review policies on Central Line Insertion & Maintenance.</p> <p>Review prevention strategies for CLABSI, UTI, VAP, SSI (e.g. SHEA Compendium; APIC text.</p> <p>Review types of disinfectants and EVS procedures</p> <p>Micro/HAI Surveillance</p>	<p>Observe isolation practices; review Cerner Discern alert process.</p> <p>Perform hand hygiene observations with mentor.</p> <p>Observe sterile procedure (e.g., line insertion, wound care, dressing change)</p> <p>Spend time in Sterile Processing, review OR/CSPD sterilizer logs with manager, observe Endoscopy scope cleaning process.</p> <p>Spend time with EVS manager. Observe room cleaning procedure.</p> <p>Site visit to linen and infectious waste hauling companies.</p> <p>Review required IC education for HCW and current NEO IC Presentation</p> <p><u>READ</u></p> <p>General Principles of Epidemiology (Ch. 10)</p> <p>Risk Factors Facilitating Infection Transmission (Ch. 21), Isolation Precautions (Ch. 29), Hand Hygiene (Ch. 27), Aseptic Technique (Ch. 30)</p> <p>Infections in Indwelling Medical Devices (Ch. 35), Biofilms (Ch. 70), Pneumonia (Ch. 36), Surgical Site Infection (Ch. 37), Intravascular Device Infection (Ch. 34), Urinary Tract Infection (Ch. 33))</p> <p>Cleaning, Disinfection, and Sterilization (Ch. 31)</p> <p>Environmental Services (Ch. 107), Laundry, Patient Linens, Textiles and Uniforms (Ch. 111), Waste Management (Ch. 113)</p>	<p>Attend facility CAUTI Team, CLABSI Team and SCIP Team meetings.</p> <p>Attend System IP meeting</p> <p>Attend Infection Prevention & Control meeting</p> <p>Attend IC NEO Presentation as Observer</p>	

WEEK 4 – Hospital-Acquired Conditions (HACs)

Learning Activity	Skill Building	Meetings	Date of Completion/ Comments
<p>Review Surveillance using NHSN Definitions</p> <ul style="list-style-type: none"> • Catheter Associated Urinary Tract Infection (CAUTI) • Central Line Associated Bloodstream Infection (CLABSI) • Surgical Site Infection (SSI) • Ventilator Associated Events (VAE) <p>Review HAC's data with your mentor</p> <ul style="list-style-type: none"> • CLABSI • VAP • SSI • CAUTI <p>Facility rounds with mentor</p> <p>Micro/HAI Surveillance</p> <p>Review HAC rate for your facility, compare with other facilities, NHSN.</p> <p>Calculate ICU Infection Rates and prepare report with Mentor</p> <p>Attend Safety Rounds</p>	<p>READ</p> <p>Infection Prevention and Control Programs (Ch.1), Surveillance (Ch. 11)</p> <p>Intravascular Device Infection (Ch. 34)</p> <p>Urinary Tract Infections (Ch. 33)</p> <p>Bacteria (Chapters 93,94,76,77,75,87,72,84, 71) Mycobacteria (Ch. 95)</p> <p>Pneumonia (Ch. 36)</p> <p>Surgical Site Infection (Ch. 37)</p> <p>Use of Statistics (Ch. 13)</p> <p>Statistical Process Control (Ch. 14)</p> <p>Risk Adjusted Comparison (Ch 15)</p>	<p>Attend PSI/HAC system or team meetings.</p> <p>Attend facility CLABSI, VAP, CAUTI, SCIP Team meetings</p> <p>Present IC NEE Presentation with mentor</p> <ul style="list-style-type: none"> • Mid Program orientation review with Mentor or IP manager. 	

WEEK 5 – Patient Care Practice (Clinical) Areas

Learning Activity	Skill Building	Meetings	Date of Completion/ Comments
<p>Micro/HAI Surveillance</p> <p>Tour nursing units: ED, Critical Care, WIS (L&D, Post-partum, Nursery), Pediatric services (NICU/CCN, PICU), Progressive Care, Med/Surg, OOU, Surgery/Pre-op/PACU with mentor</p> <p>Tour OP areas: ATU, Radiation Oncology, OPS, Cardiovascular Services (Cath Lab)</p> <p>Review Banner Health websites, resources, leadership structure, People Resources P&Ps including compensation, clerical support, etc.</p> <p>Review appropriate P&P and prepare in-service outline (i.e., lice & scabies, MDROs, etc.); prepare audiovisual material and handouts for in-service.</p> <p>Meet with Public Health Dept. Facility Liaison</p> <p>Meet with Education Director and Nurse Educators re: Orientation & Annual Updates.</p> <p>Review membership, literature, & professional practice of National APIC; attend local chapter meeting.</p>	<p>Present IC NEO Presentation – Mentor present if appropriate</p> <p>Review CMS, JCAHO and DHS regulations</p> <p>Review Nursing P&Ps</p> <p>Review ICC Minutes, SSI Reports, and IC procedures for Data Collection.</p> <p><u>READ</u></p> <p>Perinatal Care (Ch. 43)</p> <p>Neonates (Ch. 41)</p> <p>Pediatrics (Ch. 42)</p> <p>Geriatrics (Ch. 40)</p> <p>Intensive Care (Ch. 59)</p> <p>Surgical Services (Ch. 68)</p> <p>Cardiac Catheterization and Electrophysiology (Ch. 50)</p> <p>Endoscopy (Ch. 55)</p> <p>Dialysis (Ch. 39)</p> <p>Ambulatory Care (Ch. 48)</p> <p>Behavioral Health (Ch. 49)</p> <p>Pre-hospital /EMS (Ch. 54)</p>	<p>Attend Medical Staff Committee meetings, as appropriate</p> <p>Attend all required committee meetings and facility team meetings with IP Sr. Manager; present reports, as appropriate</p>	

WEEK 6 – Patient Care Clinical Support Areas

Learning Activity	Skill Building	Meetings	Date of Completion/ Comments
<p>Prepare for and present NEO IC Presentation</p> <p>Meet with Accreditation and Regulation Manager and Risk Manager</p> <p>Micro/HAI Surveillance</p> <p>Spend one hour reviewing websites, resources, leadership structure, personnel policies including compensation, clerical support, etc.</p> <p>Tour clinical support areas with mentor: Medical Imaging, Laboratory/Micro, Respiratory Therapy, Nutritional Services, Radiation Oncology, Rehab Services (PT/OT/Speech), Spiritual Care, Volunteers</p> <p>Meet with Respiratory Therapy, Medical Imaging, Pharmacy, Laboratory, Nutritional Services, Radiation Oncology Directors</p> <p>Meet with Occupational Health Manager and tour department. Review Occupational Health P&Ps.</p> <p>Meet with Librarian</p> <p>Present in-service</p> <p>One hour reading current IC Journals</p> <p>Review policy on Dog Therapy/Service Animals</p> <p>Attend APIC local chapter meeting.</p>	<p>Observation of staff hand hygiene practices during rounds/surveillance</p> <p>Observation of staff standard precautions/isolation practices during rounds/surveillance</p> <p>Prepare Annual IC Update education program for targeted departments; review last year’s presentation(s)</p> <p><u>READ</u></p> <p>Nutritional Services (Ch. 109)</p> <p>Laboratory Safety (Ch. 108)</p> <p>Pharmacy Services (Ch. 110)</p> <p>Respiratory Care Services (Ch. 63)</p> <p>Imaging Service & Radiation Oncology (Ch. 67)</p> <p>Interventional Radiology (Ch. 60)</p> <p>Rehabilitation Services (Ch. 66)</p> <p>Volunteers and Other Nonemployees Who Interact with Patients (Ch. 102)</p> <p>Immunization in the Healthcare Workers (Ch. 103)</p> <p>The Pregnant Healthcare Worker (Ch. 104)</p> <p>Minimizing Exposure to Blood and Body Fluids (Ch. 105)</p> <p>Animals Visiting Healthcare Facilities (Ch. 122)</p>	<p>Attend all required committee meetings with IP Sr. Manager; present reports, as appropriate</p>	

WEEK 7 – Ancillary Services/ Emergency Preparedness/ Outbreak Investigation

Learning Activity	Skill Building	Meetings	Date of Completion/ Comments
<p>Tour Ancillary Services: Facilities, EVS/Transport/Linen storage, and meet managers with Mentor</p> <p>Micro/HAI Surveillance</p> <p>Spend one hour reviewing Banner Health websites, resources, leadership structure, personnel policies including compensation, clerical support, etc.</p> <p>Spend one hour with Mentor and onsite IP Manager reviewing performance and areas for opportunity identified during Mentor Program, as well as plan of action to address these areas</p> <p>Practice on computer – input surveillance data/ review existing reports and create pending committee reports</p> <p>Review all routine reports required for presentation to local committees/ Departments.</p> <p>Assist Mentor or IP manager in conducting an Outbreak investigation if opportunity exists.</p>	<p>Observation of staff hand hygiene practices during rounds/surveillance</p> <p>Observation of staff standard precautions/isolation practices during rounds/surveillance</p> <p>Meet with IP Senior Manager and Infection Control Medical Director; review progress made during Mentor Program and remaining areas of concern/opportunities for improvement</p> <p><u>READ</u></p> <p>Environmental Services (Ch. 107)</p> <p>Laundry, Patient Linens, Textiles, and Uniforms (Ch. 111)</p> <p>Waste Management (Ch. 113)</p> <p>Maintenance and Engineering (Ch. 112)</p> <p>Heating, Ventilation and Air Conditioning (Ch. 114)</p> <p>Water Systems Issues and Prevention of Waterborne Infectious Diseases in Healthcare Facilities (Ch. 115)</p> <p>Construction and Renovation (Ch. 116)</p> <p>Emergency Management (Ch. 119)</p> <p>Infectious Disease Disasters: Bioterrorism, Emerging Infections, and Pandemics (Ch. 120)</p> <p>Outbreak Investigation (Ch. 12) Review system policy on Outbreak Investigation (#3815)</p>	<p>Attend all required committee meetings with IP Senior Manager; present reports, as appropriate</p>	

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RECOMMENDED REFERENCE MATERIALS

Recommended Minimum Required Reference Materials

A. Reference Books:

1. Carrico, Ruth, Editor. The APIC Text of Infection Control and Epidemiology, 3rd Edition. Washington DC: APIC; 2009. Text and CD ROM
2. Mayhall, C. Glen, Editor. Hospital Epidemiology and Infection Control, 3rd Edition. Philadelphia: Lippincott, Williams & Wilkins; 2004.
3. Jarvis, William. Bennett & Brachman's Hospital Infections, 5th Edition. 2007
4. Heymann, David L., Editor. Control of Communicable Diseases Manual, 19th Edition. Washington, D.C.: American Public Health Association; 2008.
5. Brooks, Kathy. Ready Reference to Microbes, 2nd Edition. Washington, D.C.: APIC; 2007.
6. Abrutyn, E. et al. Saunders Infection Control Reference Service. Philadelphia: WB Saunders; 1998

B. Journals:

1. Morbidity and Mortality Weekly Report (MMWR): <http://www.cdc.gov/mmwr>
2. American Journal of Infection Control: <http://www2.us.elsevierhealth.com/scripts/om.dll/serve?action=searchDB&searchDBfor=home&ID=ic>
3. Infection Control and Hospital Epidemiology: <http://www.ichejournal.com/>

C. Websites:

- APIC: <http://www.apic.org/>
- Premiere Safety: http://www.premierinc.com/all/safety/publications/08-03_full_txt.htm
- FDA: <http://www.cfsan.fda.gov/>
- FDA FoodSafety: <http://www.foodsafety.gov/>
- To get on APIC listserv: apicinfo@apic.org
- CDC: <http://www.cdc.gov/>
- CMS: <http://www.cms.gov/>
- IHI: <http://www.ihl.org/ihl>
- The Joint Commission: <http://www.jointcommission.org/>
- NHSN: <http://www.cdc.gov/nhsn/>
- NIOSH: <http://www.cdc.gov/niosh/>
- OSHA: <http://www.osha.gov/>
- SHEA: <http://www.shea-online.org/>