

Policy/Service: Strategic Cleaning Plan Policy

Background

- Description of the aims of the policy
- Context in which the policy operates
- Who was involved in the Process

- **Description of the aims of the policy**

This document describes the ASPH Trust's policy and sets out a professional and effective approach, for NHS organisations to deliver a clean and safe environment for everyone using healthcare facilities, by contributing to and supporting the Trust Healthcare Associated Infection policies and procedures and implementing a whole system approach that includes all healthcare and associated professionals.

- **Context in which the policy operates**

GOVERNANCE AND RISK

This strategic plan supported by the operational cleaning plan will enable the Trust to achieve compliance with all relevant legislation and guidance and fits within the trust's organisational governance and risk management framework.

The operational cleaning plan must take account of:

- Compliance with safe practice notices and management action plans.
- *The national specification for cleanliness* (2007), *Revised Guidance on contracting for cleaning* (2004), current legislation, codes of practice and best practice.
- Demonstrating due diligence.
- Evidence based practice.

The Trust's responsibility in ensuring competency, through training for all levels of individuals commensurate with their roles and responsibility in providing a clean environment

- **Who was involved in the Process**

- Hotel Services Manager
- Chief Executive
- Director of Facilities
- Infection Control lead
- Housekeeping Manager
- Non Clinical risk committee
- Housekeeping Supervisors and Staff

Methodology

- A brief account of how the likely effects of the policy was assessed (to include race and ethnic origin, disability, gender, culture, religion or belief, sexual orientation, age)
- The data sources and any other information used
- The consultation that was carried out (who, why and how?)

STRATEGIC (HIGH-LEVEL) CLEANING PLAN

This document includes information on cleaning strategy that must be implemented by all staff to protect the patients and the wider health care community.

Whilst final accountability for all aspects of cleanliness lies with the Chief Executive and the Trust Board, there is a designated board member, the director of Performance, Information and Facilities who is accountable for reporting to the Trust Board and ensuring, that proper systems and processes are in place to achieve high standards of cleanliness which will support the following:

Consultation was carried with all the above listed posts in the organisation and feedback was sought as the above employees have a responsibility within the policy.

Information and data was sought from the DH website and this policy was put together using the relevant legal and best practice information obtained through it. No race, disability, gender, culture, religion or belief, sexual orientation or age impacts were identified as the policy looks at the strategic high level management of cleanliness. In relation to staff who require information in a different format the trust has a policy or providing interpreting and translation if required.
Key Findings • Describe the results of the assessment • Identify if there is adverse or a potentially adverse impacts for any equalities groups
No issues identified but it is recognised that some staff, for example, visually impaired staff or some staff whose first language is not English may need information interpreted or translated or information provided in different formats.
Conclusion • Provide a summary of the overall conclusions
The policy is a management tool used to ensure the Department of Health guidelines on cleanliness and monitoring takes place and that the Housekeeping Department is adequately resourced. Staffs who refer to this policy as guidance are competent Supervisory/ Management employees who will have adequate communication skills
Recommendations • State recommended changes to the proposed policy as a result of the impact assessment • Where it has not been possible to amend the policy, provide the detail of any actions that have been identified • Describe the plans for reviewing the assessment
The policy has a review date on which will include further impact assessment.

Guidance on Equalities Groups

Race and Ethnic origin (includes gypsies and travellers) (consider communication, access to information on services and employment, and ease of access to services and employment)	Religion or belief (include dress, individual care needs, family relationships, dietary requirements and spiritual needs for consideration)
Disability (consider communication issues, access to employment and services, whether individual care needs are being met and whether the policy promotes the involvement of disabled people)	Sexual orientation including lesbian, gay and bisexual people (consider whether the policy/service promotes a culture of openness and takes account of individual needs)
Gender (consider care needs and employment issues, identify and remove or justify terms which are gender specific)	Age (consider any barriers to accessing services or employment, identify and remove or justify terms which could be ageist, for example, using titles of senior or

	junior)
Culture (consider dietary requirements, family relationships and individual care needs)	Social class (consider ability to access services and information, for example, is information provided in plain English?)