



**Infection Prevention and Control Canada
Prévention et contrôle des infections Canada**

POLICY & PROCEDURE MANUAL

SECTION: Membership **NUMBER: 8.73**
SUBJECT: ICP JOB DESCRIPTION **PAGE: 1 of 3**
ORIGINATED: May 2019 (Board of Directors) **REVISION:**

An Infection Prevention and Control Professional¹ (ICP) is an individual who has primary responsibility for development, implementation, evaluation, and education related to policies, procedures, and practices that impact the prevention of infections. Integral competencies to the role include knowledge of infectious disease processes, microbiology, routine practices and additional precautions, surveillance, principles of epidemiology, research utilization and education.² The performance of these activities and application of competencies will vary depending on the setting in which the ICP functions. Additional supporting competencies include communication, leadership, advocacy and professionalism. An ICP who demonstrates infection prevention and control competencies should be Certified in Infection Control (CIC®), having successfully passed the initial certification exam and recertification every 5 years.

The minimum educational requirement is a Baccalaureate degree in a health related field.

An ICP needs to have expert knowledge in patient care practice, infectious disease microbiology, epidemiological and statistical principles and how these activities impact patient safety. An ICP needs to have strong knowledge of adult learning principles, computer skills, communication skills, and an ability to function well both independently, and within a team. The ICP is responsible for maintaining a current knowledge and competency base.

IPAC Canada Core Competencies for ICPs (2016) defines in detail the minimum knowledge, skills and attitudes required to practice safely and ethically as an ICP. The competency statements reflect expectations of a competent ICP; a competent ICP is one who can perform effectively in the roles and functions required by his or her position within the team and organization. Basic accountabilities are outlined in the following section.

A novice ICP should begin formal training in Infection Prevention and Control (IPAC) from an IPAC Canada endorsed program within the first year of practice. In the first five years of practice the ICP should obtain Certification in Infection Control (CIC®) from the Certification Board of Infection Control Board (CBIC) and maintain certification going forward.

Consultation

- Provides expert information and guidance as an integral team member across all health care settings with internal and external stakeholders by applying principles of infection prevention and control, standards, patient safety and fiscal responsibility and the interpretation and synthesis of this information to formulate best practice recommendations. Collaborates and promotes recommendation implementation.

¹ Alternative terms, having met the same competencies, may include, but are not limited to:

- Infection Prevention and Control Practitioner
- Infection Control Professional
- Infection Control Practitioner
- Infection Control Specialist
- Infection Control Consultant
- Infection Preventionist

² IPAC Canada Core Competencies for Infection Control Professionals:

https://ipac-canada.org/photos/custom/pdf/2016_IPAC_Canada_CoreCompetenciesforICPs.pdf



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- Areas of consultation include, but are not limited to: patient care practices (e.g. routine practices, additional precautions); cleaning, disinfection and sterilization (e.g. environmental cleaning and equipment reprocessing); outbreak management; pre-purchase evaluation of medical devices; construction, renovation and maintenance activities (e.g. healthcare facility design, preventive safety measures); consultation with occupational health safety personnel on staff issues associated with prevention and control of communicable disease transmission; review and revision of policies and procedures to comply with relevant local, national, and international regulations, standards and guidelines; accreditation requirements; and incorporation of current scientific literature and research findings.

Surveillance

- Participates in identifying local IPAC surveillance needs.
- Participates in developing a standardized surveillance plan(s) based on the population(s) served, services provided, and previous surveillance data.
- Plans, collects, analyzes, interprets, and reports health care transmission (e.g. antibiotic resistant organisms, surgical site infections) and process (e.g. hand hygiene) surveillance data.
- Uses surveillance data to support, plan and implement practice changes to improve patient outcomes.
- Use a systematic surveillance approach to monitor the effectiveness of prevention and control strategies that are consistent with local goals and objectives.
- Regularly evaluates the effectiveness of the surveillance plan and modifies as necessary.
- Reports and explains the implications of significant findings to stakeholders in a timely manner.
- Ensures requirements for communicable disease reporting are met (e.g. Public Health).

Education

- Develops and provides scheduled and ad hoc education for health care providers, ancillary staff, patients, families and the general public. Education covers a broad scope of topics including, but not limited to, routine practices; additional precautions; outbreak management; emerging infectious diseases.
- Evaluates and updates educational programs regularly.

Quality and Safety

- Commits to continually improving health and safety performance through promotion of culture supporting risk assessment, risk management; adverse incident identification, reporting and correction, and compliance with applicable standards, regulations, policies, and safe work practices.
- Works to proactively reduce risks that may jeopardize the organization by causing direct patient or staff harm, loss of public confidence, and/or financial liability.
- Perform functional audits and make recommendations based on existing standards and guidelines.



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Research

- Participates in the planning, execution and analysis of research related to IPAC as well as collaborating on external projects where an IPAC perspective is required.
- Publishes or presents research findings to assist in advancing the field of IPAC.
- Critically evaluates published research and incorporates appropriate findings in to IPAC practice, education and consultations.

Compiled with the assistance of ICP Position Descriptions/Responsibilities shared by:

- *Alberta Health Services*
- *Nova Scotia Health Authority*
- *St. Joseph's Health Care*
- *Winnipeg Regional Health Authority*