

INFECTION PREVENTION AND CONTROL CANADA

2017 ANNUAL REPORT



EXECUTIVE OFFICERS

PRESIDENT **Molly Blake** RN BN MHS CIC
PRESIDENT ELECT **Barbara Catt** RN BScN MEd CIC
SECRETARY **Jennifer Happe** BSc MSc
TREASURER **Michael Rotstein** RN MHSc CIC CHE

MEMBERSHIP SERVICES OFFICE

EXECUTIVE DIRECTOR **Gerry Hansen** BA
ADMINISTRATIVE ASSISTANT **Kelli Wagner**

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MISSION

IPAC Canada is a multidisciplinary member based association committed to public wellness and safety by advocating for best practices in infection prevention and control in all settings.

VISION

IPAC Canada

A national and international infection prevention and control leader.

VALUES STATEMENTS

INTEGRITY

Principled, ethical and respectful in all our activities.

COLLABORATION

Open and inclusive in dealing with our partners and stakeholders.

ADVOCACY

Advancement of evidence informed practices to protect our consumers.

INNOVATION

Creative and responsive in meeting the membership's needs.

LEADERSHIP

Effective and accountable in proactively pursuing our mission.



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Please visit www.ipac-canada.org to view chapter and interest group annual reports

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PRESIDENT'S REPORT

Molly Blake RN BN MHS CIC

As 2017 has come to a close, I'd like to take a moment to reflect on what a wonderful year it has been. In June, I stepped into the IPAC Canada President role for a two-year term. These have been very busy and productive times for the IPAC Canada Board. It is such a great honour, privilege, and pleasure to be able to represent IPAC Canada in national and international initiatives; and collaborate with a variety of professionals, disciplines, and organizations to advance Infection Prevention and Control and improve safety for our patients, residents, and clients.

June marked the transition from the outgoing President, Suzanne Rhodenizer Rose. She has done an outstanding job leading this organization for the past two years through changes and growth to what it is today, a better organization. I thank her for her extraordinary work and leadership skills, as well as her commitment in building a strong and prosperous organization. On a personal level, her warm friendship and support have meant so much to me as President-Elect over the past two years. Her energy and devotion will be impossible to match.

Our volunteer board members serve as advisers, decision makers, problem solvers, and advocates on behalf of IPAC Canada. They put in countless hours to advance our organization and we benefit from their dedication throughout their terms. We are very fortunate to have such thoughtful and dedicated members guiding and supporting our organization. I'm truly humbled by and thankful for, all you do.

And as has been said in the past, but could never be said enough, thank you to both Gerry Hansen and Kelli Wagner. It's truly amazing to see all they manage and do. I think most membership may hear/read these comments, but may not truly appreciate how much they drive our organization and the daily work that needs to be accomplished.

We have made great strides in achieving goals outlined in our 2016-18 Strategic Plan. Most notably, we have had significant success in raising our leadership profile and increasing political advocacy and influence. Our partner linkages (with appropriate organizations) are being strengthened and broadened, with invitations to participate in new national tables! There has also been creation of a quarterly Association News supplement to move us toward our goal of truly

scientific journal. The board has already started initial conversations for the upcoming 3-year Strategic Plan, with planning sessions to occur at the National Conference in Banff.

Some highlights of my activities over the past year, as both President-Elect and President, include:

- Review and update of the progress and items within the 2016-2018 Strategic Plan
- Working together with Board and other membership, participated in the IPAC Canada Hill Day in April, where we met with several MPs from jurisdictions/ridings across the country. The focus of this day was to act as advocates for the creation of a national surveillance system/process for targeted antimicrobial resistant organisms
- Participated in the search for new facilitators for development of the upcoming IPAC Canada Strategic Plan
- Represented IPAC Canada in September at the 17th IFIC Congress in Sao Paolo, Brazil. It was an amazing opportunity to visit a hospital in Brazil and learn how a resource-challenged country operationalizes infection prevention and control measures
- Participated as the IPAC liaison to the CBIC Board
- Attended the International President's Luncheon in Charlottetown, PEI, with representatives from several IP&C focused organizations, including APIC, the Irish IPAC association, CBIC, and the Infection Prevention Society of the UK.
- Wrote and /or contributed to several infection prevention and control focused statements, including our position on a recent study regarding cloth caps in Operating Rooms (in the National Post); an editorial for the Hospital News; a President's Message submission to CJIC; Advertorial in MacLean's Magazine; and an article in Canadian Healthcare Technology (co-authored with Myrna Dyck)





PAST PRESIDENT'S REPORT

Suzanne Rhodenizer Rose RN BScN MHS CIC

As I move from the very busy and dynamic role of President to Past President, I reflect on my term and the accomplishments we have made as an organization; all through collaboration and to be quite honest, blood, sweat and tears, with such an emboldened and emblazoned team of professionals! I am personally very pleased with the progress we have made on the strategic plan and the inroads we have made in political advocacy, national surveillance, and in raising our profile.

Having been on the board for the past four years, I have come to appreciate the incredible amount of behind-the-scenes work that occurs to make the wheels of this progressive organization turn. It is work that most of the membership never gets to see! Suffice to say that every board member, as well as our Executive Director, Gerry Hansen and her team, work tirelessly to ensure IPAC Canada remains relevant and ever-advancing; to ensure we demonstrate leadership in the field of infection prevention and control; and to ensure that Canada continues to push the envelope and raise the bar with respect to infection prevention and control practices. As I had over the reins to very competent Molly Blake, I am confident and assured that the organization will benefit from her authentic leadership and verve! IPAC Canada is in good hands, indeed.

Some of the highlights of the past year as President and evolving into Past President (in some instances) include:

- Ensuring the board continues to align with the new board direction (strategic versus working board) and completion of the strategic plan
- Provided leadership to the planning of a successful IPAC Canada Hill Day in April 2017, where we met with 12 MPs to advocate for the establishment of a comprehensive national surveillance system (partial fulfillment of the National Integrated Action Plan through CPSI) and to highlight the need for a robust program to address antimicrobial resistance
- Testified, along with Jennifer Happe, at the House of Commons Standing Committee on Health regarding antimicrobial request; recommendations for next steps were presented to the committee
- Co-lead the development of a proposed strategy and project charter for a national surveillance system in collaboration with Public Health Agency of Canada (PHAC), Canadian Patient Safety Institute (CPSI), Association for Medical Microbiology & Infectious Diseases (AMMI), Canadian Institute for Health Information (CIHI), and the Canadian Nosocomial Infection Surveillance Program (CNISP). I am pleased to say that work on this file will continue as Past-President and that there has been approval in principle of the concept and a willingness to move forward.
- Collaborated with Impact Public Relations (our communications consultants), CPSI and AMMI on the development and submission of a federal briefing note addressing the need for a national surveillance system and strategy that include monitoring of antibiotic resistant organisms
- Attended CBIC meetings in person (annual) and via conference call as the IPAC Canada liaison member of the board (non-voting) and sat as member of the CBIC Marketing Committee
- Hosted the International Presidents' Luncheon at the 2017 national conference in Niagara Falls to discuss opportunities for international collaboration on global infection prevention & control issues
- Provided news article submissions (Hospital News) and responses to several media inquiries including infection prevention and control issues related to electronic devices

I have felt very privileged to fulfil the role of President for the past two years and work with such an amazing group of professionals. As well, I am excited to be able to continue the exciting work with several interrelated projects that are near and dear to my heart in my final year as Past President.



PRESIDENT-ELECT REPORT

Barbara Catt RN BScN MEd CIC

Each year at the National Education Conference, appointed or elected positions on the Board take place. The IPAC Canada 2017 National Education Conference was held in Charlottetown, Prince Edward Island from June 18th to June 21st. I was one of the Board members who transitioned from Board Member to the position as President-Elect.

Some of the highlights from the discussions included:

- 2016-2018 Strategic Plan—discussion around updating and identifying gaps in the current plan
- 2019-2021 Strategic Plan—identifying and contracting a company who are knowledgeable and can facilitate and lead IPAC Canada to develop a new strategic plan.
- New policy (16.21) developed for the job description of Canadian Journal of Infection Control Associate Editor in Chief as well as revisions to the Editor in Chief, to support the workload
- Memberships and interest groups: identifying ways to support and grow in membership numbers as well as supporting interest groups
- Review of financial statements and revision of the 2017 budget—quarterly review of financial statements and review of updated budgets
- Mega Survey reviewed and finalized for sending to the membership

I also continued to be an active participant as chair on the IPAC Canada Education Core Committee (ECC). This supports the Board to fulfill their terms of reference and strategic plan moving forward with educational initiatives for the membership. This included participation in teleconferences and offering insight and support in the creation of educational offerings such as newsletters and webinars. I stepped down from this position effective December 31, 2017 but continue to mentor the current chair with monthly scheduled “chats”.

The audit tool app development is in its final stages of completion with plans to trial on a few selected members. This supports IPAC members to follow the Core Competency document and audit his/her practice.

I continue to feel honoured and privileged to work with a group of dedicated colleagues on the Board of IPAC Canada, and plan to continue to represent the interests of our members. I also have developed great admiration for the supports that have been established over the years including Kelli and Gerry. I look forward to 2018 activities and challenges in my new role.



SECRETARY REPORT

Jennifer Happe BSc MSc

I was elected to the Board on June 21, 2017 at the Annual General Meeting in Charlottetown, PEI. As Secretary I participate in both general Board and Executive Board meetings. I am responsible for ensuring that minutes of Board of Directors and Annual General Meetings are recorded and that association archives are maintained as per charitable regulations. The Secretary portfolio also includes participation on the Membership Core Committee and sitting as Chair of the Nominations Committee. The Nominations Committee is charged with the responsibility of ensuring succession planning by nominating candidates for available Board positions each year with an opportunity for membership to nominate additional candidates. Karen Hope, past-President, and Marilyn Weinmaster, past-Secretary, joined me on the Nominations Committee for the 2018 elections. I want to thank Karen and Marilyn for their assistance in preparing the slate of candidates for Board nomination.

I want to thank the Board, Gerry Hansen, and Kelli Wagner for their ongoing support. I want to give special thanks to the outgoing Secretary, Marilyn Weinmaster, for her guidance and counsel.



TREASURER REPORT

Michael Rotstein RN MHS Sc CIC CHE

The year 2017 was an active year with regard to ongoing activities and projects, new initiatives, strengthening partnerships and engaging membership. We continue to align our organization's financial health with our strategic plan along with the challenge of considering what the new strategic plan will bring. Due to decreasing membership, we are seeing year-over-year decreases in our bottom line. By ensuring that we critically assess our funding opportunities, such as conference and education offerings, as well as seeking new and increased sponsorship opportunities while at the same time critically assessing and reducing our expenses, we are working to ensure we meet the needs of the membership, our sponsors, and our national and international stakeholders.

Our budget has increased the support of several initiatives including strategic planning, public relations and engagement, distance education programs, and enhancing interest group engagement. Looking forward to 2018, the board has decided that the Learning Object Repository has not had the anticipated uptake, and therefore, the funding allocated to that resource will be reallocated to supporting increased virtual communication supports for chapters and interest groups. We are also looking toward an increased revenue stream associated with our newly updated relationship with our journal publisher, Kelman and Associates. Chapters also saw an increase in disbursements for each chapter member starting in January 2018, where the chapter portion of membership fees increased to \$31 from \$30.

Membership remains our primary source of revenue for IPAC Canada. The Board is looking forward to identifying new opportunities to recruit and retain members through the information gained from our Mega Survey and through the strategic planning process at the 2018 strategic planning meeting. You are encouraged to work with your chapters to identify local initiatives to increase membership at the chapter level. Our industry partners and Corporate Members remain integral to the operations and functioning of IPAC Canada. Take the opportunity, locally at chapter events, through your network contacts, and nationally at the vendor expo at the 2018 conference to thank them for their support!

I would like to thank the Board of Directors, chapter treasurers, Kelli Wagner, Administrative Assistant, Phil Romaniuk, our auditor, Cindy Pelletier and Katrina Rose, our bookkeepers, and Gerry Hansen, Executive Director for their continued work and support to ensure the financial health of our organization.





EDUCATION COMMITTEE

Kim Allain, BScN RN MHS CIC, Director

In 2017, I was honored to begin my term as Director (Education) on the Board of IPAC Canada. While my role is to support and action the organization's goals and priorities of the 2016-2018 Strategic Plan, I also act as a liaison for IPAC Canada's education-related matters. This past year, I participated in my first in-person board meeting, as well as, the inaugural meeting of the 2019 Scientific Planning Committee for the National Education Conference. In 2019, IPAC Canada will join the International Federation of Infection Control to hold a joint conference in Quebec City. A group of international experts from both organizations are currently working on building an outstanding conference program.

My role also includes an appointment to the Education Core Committee (ECC). This committee has had an extremely productive and successful year (see summary of activities). The commitment of this group to meet the educational needs of our membership was evidenced as I participated in teleconferences, planning of newsletters and webinars. Unfortunately while some activities enjoy success, others have struggled and this year the Board decided to cease support for the Learning Object Repository.

The reputation of IPAC Canada as the leading expert in infection prevention and control continues to build and grow. In 2017, IPAC Canada was contacted by the Canadian Association for Schools of

Nursing to collaborate on exit exam questions for baccalaureate nurses to test IPAC competencies.

As my term began in June, I want to take the opportunity to commend Ms. Barbara Catt for her incredible dedication to drive the organization's goals as former Director, Education, and Chair of the ECC in 2017. In addition, many thanks to the committee chairs, members and course coordinators, instructors, facilitators who have worked tirelessly this year to exceed the educational needs of our members and novice Infection Control Practitioner course participants.

STANDING COMMITTEE REPORTS

Education Core Committee

Chair: *Natalie Bruce RN MScN CIC*

Co-Chair: *Kim Allain BScN RN MHS CIC*

Committee Members: *Cailin Banks, Barbara Catt, Eleanor Elston, Isabelle Guerreiro, Trevor Johnson, Gwyneth Myers, Heidi O'Grady, Lanch Sayers*

The purpose of the Education Committee is to ensure the educational needs of membership are addressed. This committee is comprised of both the Education Core Committee and all Chapter Education Representatives. The Education Core Committee responsibility is to set goals and plan for educational offerings that are aligned with the educational and training needs identified by the IPAC Canada membership. The Chapter Education Representatives are responsible to convey this information from the Education Core Committee to the chapter members.

In keeping with the 2016-18 Strategic Goal *enhance education to reflect fundamental infection and control principles* the following activities were accomplished by the Education Core Committee in 2017:

- Newsletters were disseminated to IPAC members three times this past year containing articles and educational tips to assist members in developing and delivery of infection control education.
- Nine webinars were offered and well attended by IPAC members. Topics included Introduction to the Learning Object Repository, CPE in Sinks, Environmental Auditing, Knowledge Translation, Routine and Additional Precautions, *Mycobacterium chimaera* Outbreaks in Cardiac Surgery, and Core Competencies for Health Care Workers.
- A survey was distributed to all IPAC Canada Chapters to canvass members for the three main topics of interest for future education opportunities, and suggestions on how the Education Core Committee could better serve IPAC members. There was an excellent response rate and the Education Core Committee looks forward to developing a strategic plan for 2018 in keeping with these responses.

Education Endorsement Review Committee

Chair: *Devon Metcalf MSc PhD CIC*

Committee Members: *Eric Devine, Murtuza Diwan, Janine Domingos, Donna Moore, Deb Paton, Rita Shek,*

The goal of the committee is to assess basic education courses in Infection Prevention and Control for endorsement in accordance with IPAC Canada's Policy and Procedures.

Activities during the previous year

For the 2017 calendar year the Education Endorsement Review Committee granted continued endorsement for the following courses:

- IPAC Canada–Annual Review
- Queen's University–Annual Review
- University of British Columbia–Full Endorsement
- Centennial College–Pending final approval – Full Endorsement

The committee also reviewed the IPAC Canada Core Competencies to ensure the curricula provided by the courses during the endorsement review process addresses them.

The committee will continue to review education programs for their annual or full endorsement review in 2018. The committee will also review and provide feedback/changes to the Endorsement Review Committee Orientation slides.

Distance Education Advisory Committee (AC)

Chair: *Leslie Forrester BA MA MScEpid*

Committee Members: *Michelle Varty, Bin Baral, Barbara Catt, Trevor Johnson and ex officio members the Course Coordinators and Education Director.*

The committee's mandate is to ensure that the Novice ICP course remains current and based on best-practice and meets the educational needs of novice Infection Prevention and Control Practitioners.

Activities during the year:

Terms of Reference Review:

- Terms of Reference were reviewed and updated.

Committee Membership and Meetings:

- The terms for Leslie Forrester (Chair), Bin Baral and Barbara Catt were renewed.
- A new committee member (Trevor Johnson) was appointed in October 2017.
- The Chair meets with the Course Coordinators every calendar quarter to review student evaluations and any issues related to staffing, course management and content. Meeting summaries are sent to the Executive Director and the membership of the AC.
- The AC meets twice yearly and as required. The Education Director now participates in AC meetings as an ex officio member.

Course Faculty and Recruitment

- With the exception of the Instructor for Module 6, all faculty members returned for the 2017/18 cohort.
- With the support of the former M6 Instructor, we successfully recruited a new Instructor for Module 6.

Policy and Document Review

- The AC initiated review of the course policies and documents including: job descriptions for Instructors, Discussion Forum Facilitators and Course Coordinators; Applicant Assessment document, Course Application Form; Instructor Template – Personal Reflection Questions; and Document Retention.

Goals for 2018

- Work to introduce new technology into teaching. Will work with instructor for Module 4 to introduce Adobe Connect and/or Skype to provide more interactive learning opportunities.
- Explore collecting student testimonials for use in IPAC advertisements from student surveys (with student consent).
- Review course content for consistency with learning objectives and currency with evolving trends and issues within infection prevention and control.

Course Instructors/Facilitators/Coordinators

We were very fortunate to have well qualified instructors and facilitators for the 2017-18 sessions.

Course Instructors

Laura Fraser
Leila Kipke
Lesley McLeod
Julie Mori
Heather Candon
Jane Van Toen
Florentina Belu

Course Facilitators

Elizabeth Watson
Tina Stacey-Works
Anne Augustin

Course Coordinators

Heather Candon
Jane Van Toen

Practicum Coordinator

Jill Richmond





STANDARDS AND GUIDELINES

Tara Donovan BHS Sc MSc, Director

My role as a Director of IPAC Canada involves acting as liaison with the Standards and Guidelines Committee. I participated in four teleconference meetings to offer insight and assistance to create and/or revise position statements and practice recommendations. I brought forward various documents for review and approval by board members. In this regard, I facilitated completion of these documents by providing feedback and information between the board and committee to reach consensus and completion of Hand Hygiene Practice Recommendations, Medical Gels Position Statement, and Antimicrobial Products in the Community Position Statement. These Resources/Publications were posted and made available to IPAC Canada members via the association website. Additional documents were created and remain near completion at year-end. I also assisted the Standards and Guidelines Committee co-chair with a review and update to relevant policies.

In 2017 I attended three board meetings including a one-day meeting at the IPAC Canada Annual Conference in P.E.I., a teleconference in October and a two-day annual meeting in Toronto in December. I had interesting and productive discussions with fellow Board members in various matters before the Board including proposed by-law changes which were approved by membership at the IPAC Canada Annual General Meeting in June. I offered constructive comments and edits regarding the Mega Needs Assessment Survey which will be sent to members in 2018. I evaluated a select number of Sage Products scholarship candidates and collaborated with board members to determine a recipient from a developing country to be awarded the education funds. I provided opinions and suggestions among my board colleagues during a preliminary strategic planning discussion for 2019-2021.

Core Committee

Chair: Madeleine Ashcroft RN BScN MHS CIC

The mandate of the Standards and Guidelines Core Committee is to recommend to the IPAC Canada Board of Directors an official position on standards and guidelines which have an impact on infection prevention and control, and to promote IPAC Canada representation on expert panels and liaison with other professional organizations. There are Core members from practice sites across the country and one representative from each Chapter (President or designate).

Bi-monthly networking meetings via teleconference on January 9, March 13, May 8, June 19 (also in person at national conference), August 14, October 16, and December 11.

2017 Initiatives:

The committee continued to address process and schedule for position statement and practice recommendation creation and review. Reviewed and updated policies 14-11, 14-30, 14-31, and 14-32. Completed review and update of Position Statements (PS) and Practice Recommendations (PR):

- Completed and posted:
 - Hand Hygiene (PR)
 - Medical Gels (PS) – revisions x 2
 - Antimicrobial Products in the Community (PS)

- Pending final Board approval and posting:
 - Cleaning and Disinfection of Non-critical Multi-use Equipment in Community Settings (PS and PR) – from Interest Group
 - Prevention of Transmission of Hepatitis B Among Hemodialysis Patients (PS)– from Interest Group
 - Electronic Devices (PS)
- VRE Screening and Contact Precautions - review and update underway, following recent publication of Public Health Ontario's study.
- Reviewing updates to Audit Tools from the working group.

Core Initiatives:

- To ensure all existing statements and recommendations are reviewed at least every three years.
- To establish an enhanced scientific process for creation and review of statements and recommendations.
- To continue to work with the Board to streamline approval process.



MEMBERSHIP CORE COMMITTEE

Chair: *Jacqueline Hlagi RPN BPN CIPC*

Committee Members: *Jacqueline Hlagi (Chair), Heather MacLaurin, Jennifer Happe, Lorna Morgan, Vicky Willet.*
Ex officio: *Gerry Hansen; Administrative Assistance:* *Kelli Wagner*

The mandate of the Membership Core Committee is to develop and promote communication methods and products to increase and maintain IPAC Canada membership. The Membership Committee is comprised of the Core committee and one representative (the membership director or designate) from each chapter.

2017 Activities

The committee held monthly teleconference meetings with core committee members; published two newsletters; promoted initiatives to recruit new members and retain existing members; and held an in-person meeting with chapter Membership Committee representatives during the national education conference in Charlottetown. The working group has updated the letter for administrators and liaised with the social media manager. Committee discussed and submitted questions and comments for the Member Needs Survey

An annual Fall Membership Committee (chapter reps) conference call was held in November with good representation from the chapters.

The core committee reached out to other healthcare associations, to introduce the benefits of IPAC Canada membership and/or to send IPAC Canada materials for display at these organizations' conferences.

Mentorship Program Working Committee

The Mentorship Program Working Committee, a subcommittee of the Membership Core Committee, is chaired by Terrance Smith. Committee members are Jacquie Hlagi, Anne Bialachowski, Alison Devine, Mandeep Atwal, and Robin Johnson. The Mentorship Program and training webinars launched early in 2017, and members were advised that applications from potential mentees and mentors were being accepted. The working committee meets by conference call approximately every 6 to 8 weeks. To date, the working committee has matched a handful of mentees with mentors. Mentor recruitment efforts continue, with the hope this valuable resource will continue to grow year over year.

Strategic Plan

The activities of the Membership Core Committee and the Mentorship Program Working Committee addressed the following goals of the IPAC Canada 2016-2018 Strategic Plan:

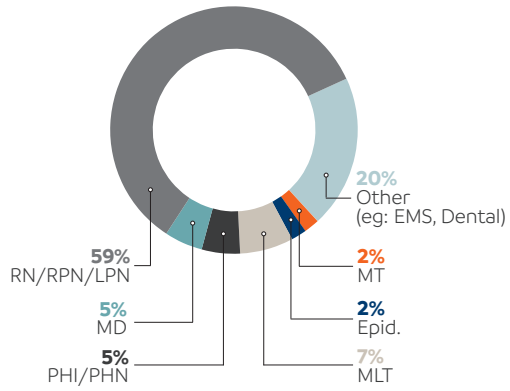
Strategic Plan	Goal	Status
3.1.1	Develop messages for specific target groups	
3.3.1	Develop a handbook for mentors/mentees	<u>Completed</u> —Mentorship program Launched Jan 2017
3.3.3. & 3.3.4	Establish, implement and launch a formal mentorship program	<u>Completed</u> —Mentorship education webinars held and posted on web-site

Relevant Goals for 2018

- Mentorship program and mentor mentee relationships are to be evaluated
- Membership committee teleconferences to increase to two times per year
- Plan to have online meetings using Lync
- Plan to promote and share chapter and member achievements on the public forum of the website.

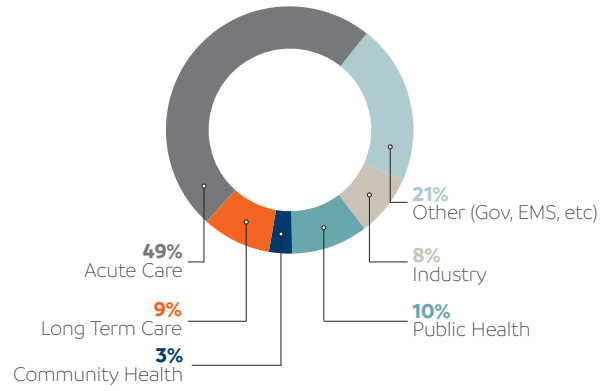
IPAC Canada Members by Discipline

as at November 1, 2017



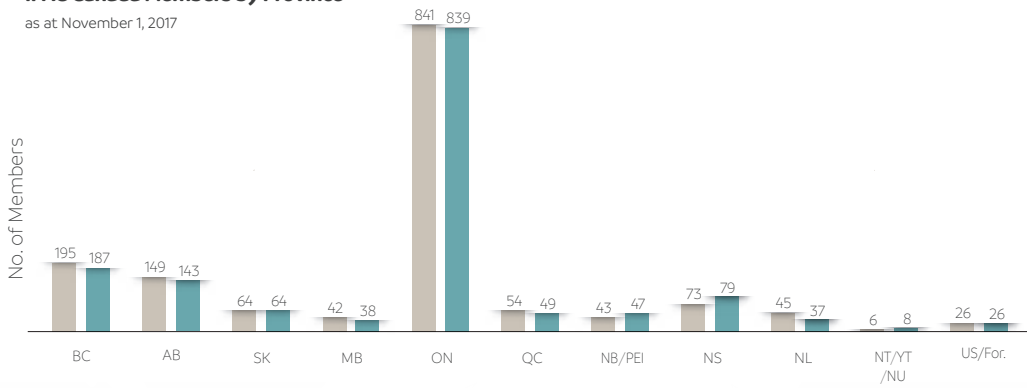
IPAC Members by Institution Type

as at November 1, 2017



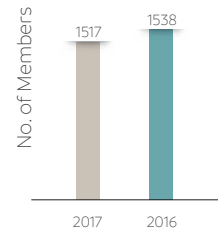
IPAC Canada Members by Province

as at November 1, 2017



IPAC Canada National Membership

as at November 1, 2017





CHAPTERS AND INTEREST GROUPS

Ramona Rodrigues RN BSc MSc(A) CIC ICS-PCI FAPIC

We held three Chapter Presidents meetings, two interest group chair meetings and four Chapter Council meetings in 2017. Some were held by webinar; others by conference call. The chapter presidents, council and interest chairs appreciate the sessions and updates provided. It is clear that membership engagement is a number one priority for our Chapters and Interest groups. Find below a brief summary, highlighting the activities shared by our chapters and interest groups. I will not go into detail as respective reports have been posted on the chapter and interest group websites. Kudos and many thanks for the efforts and interest offered to our IPAC Canada membership. Thank you all for your contributions in making our organization successful. Your investment and dedication as volunteers to IPAC Canada is visible through your involvement and participation. Thank you.

2017 Chapters activities in review:

1. In January, 95% (20/21) produced an annual report summarizing the endeavors accomplished for 2016 indicating the vigor and contributions of the membership. To date, as of this writing, 80% have produced their 2017 annual report. One chapter continued to struggle. In December 2017, Gerry Hansen and I helped support this chapter revitalize with a new executive and we wish this chapter great success for 2018. Chapter annual reports will be available on the IPAC Canada website <https://ipac-canada.org/annual-report.php>.
2. To date, 10% (2/21) of our chapters reviewed and updated their Terms of Reference (TOR). Chapters are encouraged to review their Terms of Reference at least every two years and we would like to see this percentage improve. In 2018, the Chapter TOR template will be updated and a requirement for Chapter executives to submit annually an annual report, an updated TOR along with the next year's plan of action, in line with the new IPAC strategic plan, shall be considered.
3. 67% (14/21) provide an update to the Board of chapter activities in time for board discussions and decisions. It is promising to see that educational activities are provided to the membership at minimum once a year. There are a few chapters which provide very active programs for the membership which are visible on their webpages. Bravo! And Kudos! Many have exciting educational offers for their membership. I encourage reading each IPAC Canada chapter's annual report to see those great ideas our chapters have undertaken in pursuing public wellness and

safety by advocating for best practices in infection prevention and control in all settings. In summary, for 2017, our chapters continue to support, offer resources, recognize, stimulate and encourage members to serve our communities mission robustly and with vigor.

4. In 2017, the use of Adobe Connect and video-conferencing to engage members within their vast geographical spread has been gaining ground. This technology helps address some of the issues around "time away from work". IPAC Canada will continue to help support this technology in providing an opportunity for our chapter members to meet.

2017 Interest group activities in review:

1. 46% (6/13) have provided a board report for review. Some interest groups are active than others. A closer look on engagement revealed that 39% (5/13) have met more than 2 times in 2017; 31% (4/13) have met once, while 30% have been unsuccessful (4/13) in pulling the group together to meet.
2. Members of the Surveillance and Applied Epidemiology interest group have actively participated in CNISP and promoted the standardization of definitions for healthcare associated infections, partnering with other organizations in strengthening partnership linkages with IPAC Canada. Other interest groups have supported membership in promoting and providing educational initiatives for members. I again encourage the readership to review the annual reports which summarize the initiatives offered by our respective interest group on the IPAC Canada website.

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PUBLIC REPRESENTATIVE

Stephen Palmer

As Public Representative for IPAC Canada, my role is to provide input on various matters, with specific interest in issues that have a public impact. In my first year in this position I have been focussed on learning and understanding the key issues and priorities, including the challenges faced by many of our members. Public awareness is key. IPAC Canada's efforts through such activities like Hill Days are crucial to changing the conversation and raising awareness. Members of Parliament are more knowledgeable on the issue and understanding that more needs to be done. Although a slow process, public engagement is key to bringing attention to issues such as AMR's and a National Surveillance Database. Our conference is a wonderful opportunity to move that conversation forward. I am encouraged by the efforts and determination of IPAC Canada members and trust you are as well.

(CHAPTERS AND INTEREST GROUPS)

2017 Chapter Council summary:

1. Members of the Chapter Council had met four times to discuss common issues and propose solutions for consideration. Following each meeting a news letter followed providing chapter presidents with information to help with chapter initiatives. This was the first full year since development of the Council and the outcomes were very much appreciated by chapter presidents. A review of the process is underway to encourage further communications from individual chapters to respective council members with the hopes of providing all the necessary support required for chapters.

In conclusion, for 2018, I look forward to seeing our IPAC Canada committees (Education, Standards & Guidelines, Membership, Programs & Projects, Mentorship, Chapter Council, etc.), further reach out to encourage, support and stimulate our Chapters and Interest groups in engaging membership into active participation to support our mission. Many of our regional health systems underwent reorganization in 2017. That impacted our membership, chapters and interest groups and will continue to do so for 2018. I am certain that our combined voice can be strong as we continue to serve our community in 2018. As much as IPAC Canada is our source of information, we are your voice as well. We each need each other to grow and prosper. 2018 shall be even stronger going forward with everyone contributions.

I would like to thank Gerry Hansen for her efforts in helping me support chapters and interest groups pursue their mandate for the membership.

Thank you for the wonderful year 2017 and the very best for a fabulous 2018.

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CANADIAN JOURNAL OF INFECTION CONTROL

Chingiz Amirov MPH MSc-QIPS CIC FAPIC, Editor-in-Chief

2017 Editorial Board Members

- Chingiz Amirov, MPH, MSc QIPS, CIC, FAPIC
- Sandra Callery, RN, MHSc, CIC, Toronto, Ontario
- Heather Candon, BSc, MSc, CIC, Toronto, Ontario
- Laurie Conway, PhD, CIC, Toronto, Ontario
- Zahir Hirji, RN, BScN, MHSc, CIC, Toronto, Ontario
- Elizabeth Henderson, PhD, Calgary, Alberta
- Yves Longtin, MD, FRCPC, CIC, Montreal, Quebec
- Allison McGeer, MD, FRCPC, Toronto, Ontario
- Matthew Muller, MD, PhD, FRCPC, Toronto, Ontario
- Victoria Williams, B.Sc, B.A.Sc, MPH, CIC, Toronto, Ontario
- Dick Zoutman, MD, FRCPC, Kingston, Ontario

Mandate of committee

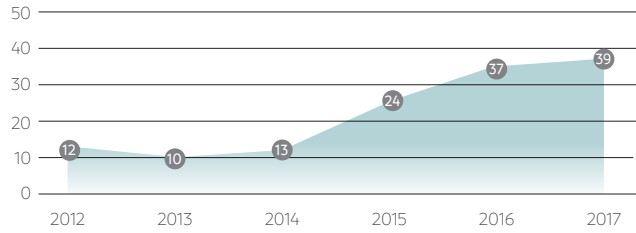
Continue to develop the CJIC as an indexed peer review journal

Activities

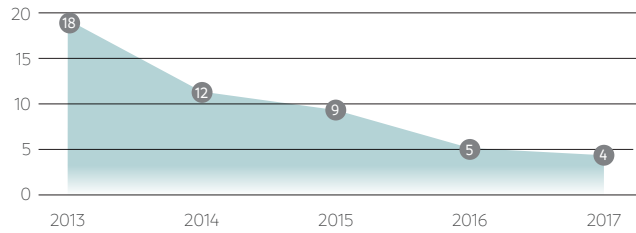
- CJIC became a standalone scientific periodical wholly dedicated to scholarly content (Association News now is a separate, biannual publication)
- Number of manuscripts submitted continued to increase (total 39 submitted)
- Publication volume continued to increase and reached 8 articles per issue (total of 30 published in 2017)
- Time to publication has further decreased to 4 months
- Rejection rate decreased to 21% (compared to 27% last year); however, this was largely due to higher caliber of manuscripts received in 2017
- Publisher RFP was completed with significantly better publishing and financial terms negotiated and attained, and a new Service Agreement signed

As part of the Strategic Goal 3 (Recalibrate our Product Mix), a new venue titled Industry Innovations was conceived. Based on the white paper content authored by the industry partners it will fill an important niche on the communication spectrum, thus providing a significant value added for the membership, while boosting revenues for the Association.

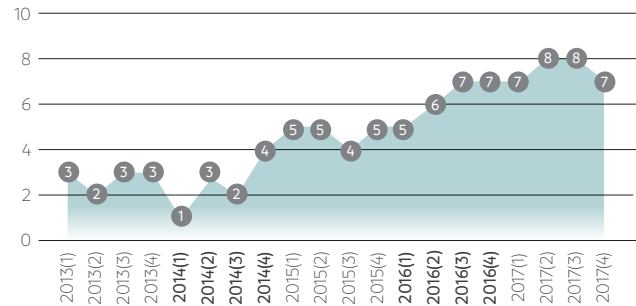
Manuscript submissions per year



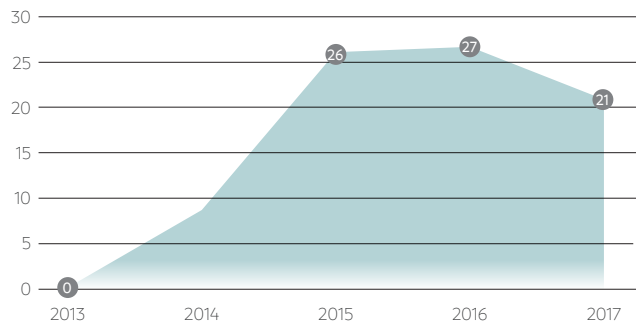
Time to publication (months)



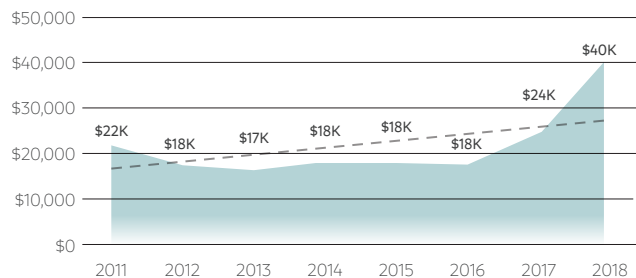
Articles per issue



Rejection rate (%)



CJIC Net Profit





OPERATIONS REPORT

Gerry Hansen BA, Executive Director

This report summarizes work undertaken by IPAC Canada, its committees and representatives in 2017 as it relates to the 2016-2018 Strategic Plan goals. It is not possible to list all the work completed or underway but highlights are contained in the report. The 2017 Annual Report is posted to the website and has been included on the Board page. Our many volunteer leaders, and our staff support, are incredible in their desire to move the association and their profession forward.

GOAL 1 – RAISE OUR LEADERSHIP PROFILE

1. **Hill Day 2017**—IPAC Canada's Hill Day on Tuesday, April 4, 2017 had a great response both from the organization's representatives who attended, and the Members of Parliament with whom they met. Advocacy Hill Days are an effective way of communicating with the government, building relationships with Parliamentarians, and identifying issues facing Canadians and helping to find solutions to them. As this was IPAC Canada's first Advocacy Hill Day, the number of meetings accepted by MPs, particularly by those on the Standing Committee on Health, is an excellent indicator of Parliament's interest in IPAC Canada's issues and of the fact that they want to engage with the organization.
Now that the relationships between IPAC Canada and the government have been strengthened, it is vital to continue to work to ensure their continuance. Hill Day 2018 is being planned for May 2018. We are appreciative of the support and mentoring we receive from Impact Public Affairs who are the IPAC Canada Government Relations Consultants.
2. **Committee Representation**—IPAC Canada continues to have representatives with several agencies and on several committees. Among them:
 - 2.1 **CPSI National Action Plan**—In 2016, the Surveillance and Applied epidemiology Interest Group (SAEIG) identified barriers and challenges to non-CNISP hospital use of the acute care case definitions. CNISP has responded with a new platform to collect data and to allow benchmarking of non-CNISP hospitals. In addition, IPAC Canada members have been invited to participate on CNISP sub-committees as liaisons (input but non-voting). Simultaneously, SAEIG, the Long Term Care Interest Group, and members of Association des infirmières en prévention des infections (API) reviewed current long term care case definitions and revised the definitions. The new LTC case definitions were accepted by the Case Definitions Working Group after review by SAEIG and LTC interest group members. A brief to provincial health authorities encouraging adoption of the LTC definitions has been distributed. IPAC Canada will continue to work with the partners of the National Action Plan to encourage Pan-Canadian adoption of the CNISP acute care definitions, and the IPAC Canada Long Term Care Definitions.
 - 2.2 **Standing Health Committee Study on AROs**—In November 2017, IPAC Canada representatives presented evidence at the House of Commons Standing Committee on Health deliberations on AROs. The report of the committee is anticipated for early 2018. In its submission to the Federal Budget, IPAC Canada made the following recommendations:
 1. Infection Prevention and Control (IPAC) Canada recommends the federal government establish and fund, including with adequate human resources support, a National Surveillance System for Antibiotic Resistant Organisms.
 2. IPAC Canada also recommends the federal government provide funding actions outlined in the Federal Action Plan on Antimicrobial Resistance, and commit to funding recommendations stemming from the House of Commons Standing Committee on Health's study of Antimicrobial Resistance in Canada.
 - 2.3 **CIHI**—In 2016, CPSI introduced CIHI to partners as the national data collection repository. After several conference calls and in-person meetings (called 'Discovery Day'), infection prevention and control representatives and infectious diseases representatives agree that CIHI does not recover data that is evidential to infection prevention and control. CIHI and CNISP are actively working together to resolve the barriers against a national surveillance data repository program and dissemination of information.
 - 2.4 **Canadian Nurses Association**—Through the efforts of IPAC Canada and C.N.A., a breakthrough was achieved in June 2017 when the C.N.A. announced its recognition of Infection Prevention and Control as a Nursing Practice Specialty. Discussions are ongoing as to the process of this recognition as well as cross-recognition of the CIC® Certification Exam.

OPERATIONS REPORT

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- 2.5 **2019 Conference** – A Memorandum of Understanding was signed by both IPAC Canada and the International Federation of Infection Control to develop a conjoint 2019 conference. The conference will be held in Quebec City (May 26-29, 2019). A joint Scientific Program Committee is comprised of representatives of both IPAC Canada and IFIC.
- 2.6 **PHAC Survey on AROs in Long Term Care** – IPAC Canada collaborated with PHAC on the posting, announcement and collection of data for the 2017 LTC Point Prevalence Study. Discussions are underway to continue this support for the second LTC Point Prevalence Study in 2018-2020.
- 2.7 **Infection Control Africa Network (ICAN)** – Through the generosity of a private donor, IPAC Canada was able to support an education node in the Cameroon through ICAN. This initiative makes possible an online education platform for under-resourced countries in Africa.
- 2.8 **Distance Education Course** – Fifty students were accepted for the 2017-2018 distance education semesters. One student from Sierra Leone was funded to participate in the course. This is not an official scholarship; rather an informal consideration for a student from an under-resourced country, based on their application and demonstration of need. We have agreed to fund one student from an under-resourced country on occasion and at the discretion of the Course Coordinators.
- 2.9 **External Representation** – IPAC Canada representatives are dedicated to support of IPAC Canada and service to healthcare through representation on many external committees, including Canadian Standards Association, CNISP, Immunization Canada, Canadian Nurses Association, National Collaborating Centre for Infectious Diseases, PHAC AMR Task Force, and the Certification Board of Infection Control.

GOAL 2 – RECALIBRATE OUR PRODUCT MIX

1. **Hand Hygiene Toolkit.** CPSI has assigned rights to the Hand Hygiene Toolkit and Hand Hygiene E-Learning Module to IPAC Canada. The e-learning modules have been linked from the IPAC Canada website. Approximately 10,000 healthcare institutions mandate the e-learning modules to their healthcare workers. The toolkit has not yet been posted. A review of the toolkit will be completed in 2018 with appropriate documents posted. Review and maintenance of the hand hygiene modules has been sponsored by GOJO Inc.

2. **Audit Tool App** – The Audit Tool App will be launched at the 2018 conference. Developed by HandyMetrics Inc. in collaboration with IPAC Canada, the audit tool app will be made available at no cost to members employed in Canadian healthcare institutions.
3. **Publisher** – Negotiations with The University of Toronto Press to publish the quarterly journal, association news supplements, the annual directory and monthly e-news was unsuccessful. The current publisher, Craig Kelman & Associates, has been contracted to work closely with the IPAC Canada Editor-in-Chief and Executive Director to bring the journal to PubMed ready, publish a digital Association News, the Member and Source Directory and monthly e-news.

GOAL 3 – GROW OUR CAPACITY

1. **By-Laws** – Amendments to by By-laws were approved by members in June 2017, by Canada Corporations in July 2017 and Canada Revenue Agency, also in July 2017. The new by-laws returned the Past President to the Board for a one year term. In hindsight, following the 2013 amendment, the Board felt that it would be better served by having the Past President transition to the role of mentor for an additional year. The by-laws also provided direction on the role of industry members. Being considered active, voting members, industry members may hold office at the chapter level and may participate on committees as a voting member on any level; however, industry members may not hold office at the National Board level. The amendment was to remove any perceived competitive edge or conflict of interest.
2. **Needs Assessment Mega Survey** – The first mega survey of members in ten years was developed in 2017 with intention to launch in the fall of 2017. During development, Fluid Survey was bought out by SurveyMonkey. Negotiations were held with SurveyMonkey to retain Canadian data in Canada. SurveyMonkey has signed a similar agreement with other not-for-profit association clients. It was not possible to quickly merge the survey work to the SurveyMonkey platform and the survey was delayed until the end of January 2018. Results of the survey will be provided in an article in the fall 2018 Association News.
3. **Social Media** – Helen Evans was appointed Social Media Manager to enhance IPAC Canada's social media profile. Since her appointment, Helen has elevated social media to a strong IPAC Canada presence.
4. **Strategic Planning** – In preparation for development of the 2019-2021 Strategic Plan, Fire Inside Leadership Inc. was appointed to facilitate the May 2018 workshop of Board, Chapter Presidents and other association leaders. Preparatory work has been undertaken with the Board and members have been asked to respond to a second, much shorter, survey.