Runnymede Medical Practice

Partners: Dr A P Hayter, Dr J B Howells, Dr M S Uppal, Dr C Nichol
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The Health Centre (EGHC)
Bond Street
Englefield Green
Surrey TW20 0PF

Newton Court Medical Centre (NCMC)
Burfield Road
Old Windsor
Berkshire SL4 2QF

Annual Infection Control Statement

Purpose

This annual statement will be generated each year in accordance with the requirements of the Health and Social Care Act 2008 Code of Practice on the prevention and control of infections and related guidance. The report will be published on the organisation's website and will include the following summary:

- Any infection transmission incidents and any action taken (these will have been reported in accordance with our significant event procedure)
- Details of any infection control audits carried out and actions undertaken
- Details of any risk assessments undertaken for the prevention and control of infection
- Details of staff training
- Any review and update of policies, procedures and guidelines

Infection Prevention and Control (IPC) Lead: Joan Bradfield (Practice Nurse)
IPC Champion: Ellie Baverstock (newly appointed October 2026)
Lead IPC GPs: Dr. Cameron Nichol

The IPC Lead is supported by the Nursing Teams at both surgeries.

a. Infection transmission incidents (significant events)

Significant events involve examples of good practice as well as challenging events. Positive events are discussed at meetings to allow all staff to be appraised in areas of best practice. Negative events are managed by the staff member who either identified or was advised of any potential shortcoming. This person will complete a Significant Event Analysis (SEA) form which commences an investigation process to establish what can be learnt and to indicate changes that might lead to future improvements.

All significant events are reviewed and discussed at several meetings each month. Any learning points are cascaded to all relevant staff where an action plan, including audits or policy review, may follow.

In the past year, any significant events or complaint raised related to infection control have been resolved.

b. Infection prevention audit and actions

Runnymede Medical Practice operates across two sites, Newton Court in Old Windsor (NCMC) and The Health Centre in Englefield Green (EGHC). The Newton Court site is owned by the GP Partners and they are responsible for the cleaning, maintenance and risk assessments. The Health Centre in Englefield Green is leased from NHS Property Services who remain responsible for cleaning, maintenance and risk assessments relevant to landlords.

Bi-annual Infection Control audits will be completed for both sites of the Practice with one of these involving the infection prevention and control lead practitioners for Thames Valley ICB. This IPC audit was undertaken in Q1 2026, with the Practice led audit scheduled for Q4 2026.

c. Risk Assessments

Risk assessments are carried out so that any risk is minimised and made to be as low as is reasonably practicable. Additionally, a risk assessment that can identify best practice will be established and then followed.

In the last year, the following risk assessments were carried out/reviewed: Legionella, Health & Safety, Fire and Disability.

d. Training

In addition to staff being involved in risk assessments and significant events, at Runnymede Medical Practice all staff and contractors receive IPC induction training on appointment. Thereafter, all staff receive refresher training annually for IPC via TeamNet, which is recorded each year. In our regular Clinical Meetings infection control is discussed and recorded in the meeting notes. There is regular Target Training provided by Thames Valley ICB. Some of these training will include Infection Control updates.

e. Policies and Procedures

Policies relating to infection prevention and control are available to all staff and are reviewed and updated annually. Additionally, all policies are amended on an ongoing basis as per current advice, guidance and legislation changes.

f. Responsibility

It is the responsibility of all staff members at Runnymede Medical Practice be familiar with this statement and their roles and responsibilities under it.

g. Review

The IPC Lead and GP Partners are responsible for reviewing and producing the annual statement. This annual statement will be updated on or before March 2027.

Signed by
Joan Bradfield – IPC Lead

Reviewed by
Baljita Libra Dhillon – Practice Business Manager

Approved by
Dr. Cameron Nichol – Managing GP Partner