

# Tab 4 – Infection Control Manual Policy & Procedure Templates

## Background

Having facility-specific infection prevention and control (IPC) policies and procedures is a requirement of the Centers for Disease Control and Prevention (CDC) core practices for infection control and Virginia Department of Social Services (VDSS) standards.

## Purpose

Well-developed IPC policies and procedures that are available for staff to reference helps to ensure that staff understand their roles and responsibilities and can help achieve adherence to desired IPC behaviors.

The included policy and procedure templates were developed by LeadingAge Virginia, in partnership with Health Quality Innovators (HQI), through grant funding from the Centers for Disease Control and Prevention (CDC) and the Virginia Department of Health (VDH).

These templates are provided as an *option* for Adult Day Care Center (ADCC) providers to use when developing or revising facility-specific policies and procedures.

The included policy and procedure templates are consistent with infection prevention and control guidelines from Centers for Disease Control and Prevention (CDC) and are intended to address VDSS regulatory requirements pertaining to infection prevention and control.

### Trainer's Guide

Editable electronic versions of the ADCC Infection Prevention and Control Policies and Procedures Templates are also available for download by visiting the LeadingAge Virginia website at [https://leadingagevirginia.org/page/ADCIPC\\_ResourceLibrar](https://leadingagevirginia.org/page/ADCIPC_ResourceLibrar)

The template infection prevention & control policy and procedures manual includes intended use and disclaimer sections that provide important information and insight. Be sure you carefully review those sections prior to use of the policy and procedure templates.