



Policies and Practices
Annual Reviews
Infection Control - Administrative

Policy Statement

Policies and procedures are reviewed as needed and at least annually. Revisions to policies and procedures are made as necessary to reflect current facility operations, regulatory requirements and accepted standards of care.

Policy Interpretation and Implementation

1. The Quality Assurance and Assessment Committee reviews policies and procedures and makes revisions as necessary:
 - a. When changes in regulations or professional standards of practice necessitate revisions;
 - b. When additional procedures are needed according to the facility assessment and/or individual resident needs; and
 - c. At least annually.
2. Personnel will be informed of changes in our policies and procedures.
3. Administrators, the medical director and department leaders are sent draft revisions with an opportunity to review and respond to proposed changes.
4. Final revisions are posted for staff with a summary of changes and effective date.
5. Staff are required to acknowledge receipt and review of the posted changes prior to the effective date.
6. Appropriate in-service training is conducted when changes in resident care policies and procedures are introduced.
7. Inquiries relative to policy and procedure reviews should be referred to the Administrator or his/her designee.

References	
Related Documents	Facility Policies and Procedures, Changes in Staff Development Program
Generations Revisions	January 2020
Version	1.1 (H5MAPL0307)