

Meeting Title	Board of Directors		
Date	10 March 2022	Agenda item	Bo.3.22.11

National Standards of Healthcare Cleanliness 2021

Presented by	Mark Holloway- Director of Estates & Facilities		
Author	Charlotte Keasey- Senior Head of Facilities & Karon Snape, Head of Facilities		
Lead Director	Mark Holloway- Director of Estates & Facilities		
Purpose of the paper	To update the board on implementation of the new cleaning standards, and to seek approval for the template Commitment to Cleanliness Charter		
Key control			
Action required	For approval		
Previously discussed at/ informed by			
Previously approved at:	Academy/Group N/A	Date	

Key Options, Issues and Risks

The new National Standards of Healthcare Cleanliness 2021 were published on 26 April 2021 and apply to all healthcare environments. They provide a common understanding of what it means to be a clean healthcare setting. These must be implemented by May 2022.

Bradford Teaching Hospital's NHS Foundation Trust (BTHFT) has produced an implementation plan. Clinical and Non-clinical teams are working together, with support from an external advisor to ensure that the standards are delivered by the deadline.

As part of the implementation plan a gap analysis is being completed, which may identify a risk in relation to the requirement for additional resource, and associated funding.

Full implementation of the standards allows BTHFT to benchmark its services both internally and externally, using the new framework and star ratings.

Analysis

A working group was set up with representatives from Nursing, Cleaning Services and Infection Prevention and Control to ensure implementation of the new standards. Significant work has been undertaken, to agree functional risk categories and responsibilities, and work is ongoing to finalise the gap analysis, which will identify any risks in relation to resource and funding. Other work has included the procurement of new audit inspection software and introduction of displaying star ratings following audit.

BTHFT are expected to display a Commitment to Cleanliness Charter, which sets out an organisations commitment to achieve a consistently high standard of cleanliness, demonstrating that an organisation is serious about providing a safe clean environment by referencing key elements of delivering and maintaining high standards of cleanliness

All organisations are required to display the charter where it will be seen, such as at ward entrances or circulation areas. A template has been provided, to ensure that the NHS uses a consistent

Meeting Title	Board of Directors		
Date	10 March 2022	Agenda item	Bo.3.22.11

approach to the standard and format, which includes a recommendation that it is printed on A3 paper. Each organisation can edit the document to make it fit for purpose, but some fields and headings are fixed and cannot be changed, such as cleaning task, cleaning frequency and responsibility, as this information must be retained to appropriately inform patients, the public and staff about cleanliness.

The BTHFT draft charter template, for consideration, can be found in Appendix 1 of this report.

Recommendation

The board is asked to:

- Acknowledge the work that has been undertaken by the team to ensure that the new cleaning standards are fully implemented by May 2022, including development of an oversight board to monitor and support this process.
- Accept further additional reports, as required, to provide an updated status.
- Approve the draft commitment to cleanliness charter template for BTHFT which is based on the national template, but will be updated to reflect each individual area and functional risk category on full implementation of the standards.

Risk assessment						
Strategic Objective	Appetite (G)					
	Avoid	Minimal	Cautious	Open	Seek	Mature
To provide outstanding care for patients			g			
To deliver our financial plan and key performance targets			g			
To be in the top 20% of NHS employers					g	
To be a continually learning organisation				g		
To collaborate effectively with local and regional partners					g	
The level of risk against each objective should be indicated. Where more than one option is available the level of risk of each option against each element should be indicated by numbering each option and showing numbers in the boxes.	Low		Moderate	High	Significant	
	Risk (*)					
Explanation of variance from Board of Directors Agreed General risk appetite (G)						

Benchmarking implications (see section 4 for details)	Yes	No	N/A
Is there Model Hospital data relevant to the content of this paper?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there any other national benchmarking data relevant to the content of	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Meeting Title	Board of Directors		
Date	10 March 2022	Agenda item	Bo.3.22.11

this paper?			
Is the Trust an outlier (positive or negative) for any benchmarking data relevant to the content of this paper?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Risk Implications (see section 5 for details)	Yes	No
Corporate Risk register and/or Board Assurance Framework Amendments	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Quality implications	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Resource implications	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Legal/regulatory implications	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Diversity and Inclusion implications	<input type="checkbox"/>	<input type="checkbox"/>
Performance Implications	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Regulation, Legislation and Compliance relevance
NHS Improvement: (please tick those that are relevant) <input checked="" type="checkbox"/> Risk Assessment Framework <input type="checkbox"/> Quality Governance Framework <input type="checkbox"/> Code of Governance <input type="checkbox"/> Annual Reporting Manual
Care Quality Commission Domain: Well Led
Care Quality Commission Fundamental Standard: Good Governance
NHS Improvement Effective Use of Resources: Corporate Services, Procurement, Estates & Facilities
Other (please state):

Relevance to other Board of Director's academies: (please select all that apply)			
People	Quality	Finance & Performance	Other (please state)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Meeting Title	Board of Directors		
Date	10 March 2022	Agenda item	Bo.3.22.11

1	PURPOSE/ AIM
----------	---------------------

Healthcare establishments must be able to demonstrate how and to what standard they are being cleaned. The National standards of healthcare cleanliness 2021 apply to all healthcare environments and replace the National specifications for cleanliness in the NHS 2007 (and amendments) published by the National Patient Safety Agency.

The purpose of this paper is to provide an update position on the implementation of the standards at Bradford Teaching Hospitals NHS Trust (BTHFT) and to share with the board a draft template Commitment to Cleanliness Charter which should be displayed within the organisation

2	BACKGROUND/CONTEXT
----------	---------------------------

The new National Standards of Healthcare Cleanliness 2021 were published on 26 April 2021 and apply to all healthcare environments. They provide a common understanding of what it means to be a clean healthcare setting and give organisations a framework for detailing the required cleaning services and how 'technical' cleanliness and the efficacy of the cleaning process should be assessed.

Together with the Health and Social Care Act 2008 and associated regulations, these provide an assurance framework to support compliance with the core cleanliness standard and the code of practice.

The new 2021 standards reflect modern methods of cleaning, Infection Prevention and Control and important considerations for cleaning services during a pandemic, emphasising transparency to assure patients, the public and staff that safe standards of cleanliness have been met.

To continue to drive improvement in cleanliness, the 2021 standards:

- Focus on the need for a collaborative approach. Different staff groups, both clinical and non-clinical, will be responsible for cleaning different elements within an area; they need to work together to meet the cleanliness standard for the whole area.
- With some exemptions, will replace the cleaning audit percentage (%) score for functional areas with a new star rating for patient facing areas. This star rating should be displayed to give patients, staff and the public an easily understood visual score of the standard of cleanliness being met. They will reflect the cleanliness for the whole area, not performance of individual parties responsible for cleaning certain elements
- Introduce two new risk rating score categories added to the original four (6 considered good practice but not mandatory, however, if not adopted must have a sound written rationale for deciding not to adopt all 6 categories).

Meeting Title	Board of Directors		
Date	10 March 2022	Agenda item	Bo.3.22.11

- Include an updated elements list with organisations required to determine which elements are applicable to their setting and add to it as appropriate
- Introduce efficacy audits, widening the audit function to include the cleaning process as well as measuring the technical cleaning outcome
- Include an option to blend functional risk areas, to provide greater flexibility and to maximise resource allocation
- Link safe cleaning frequencies to each element therefore giving the ability to determine the requisite cleaning frequencies for each functional risk area
- Introduce a Commitment to Cleanliness Charter to promote the ethos of the 2021 standards, particularly by highlighting the importance of a collaborative approach. Signing up to the Charter publicises an organisations commitment to achieving a consistently safe and high standard of cleanliness

BTHTF is required to implement the standards by May 2022

3 PROPOSAL

There are two key elements to the paper, the first being to provide assurance to the board with regard to implementation of the standards and the second to ask for approval of the Commitment to Cleaning Charter. Further detail on both is presented below.

Implementation update

A working group was set up with representatives from Nursing, Cleaning Services and Infection Prevention and Control and they have been working through the following implementation plan.

High Level Implementation Plan

Item	Status
Undertake a functional risk review	Complete
Agree responsibilities document	Complete
Undertake cleaning frequency gap analysis	In progress
Plan the star rating introduction and implementation	Complete and implemented 28/2/22
Confirm commitment to Cleanliness Charter	Template to be agreed at March 22 board
Introduce digital software tool for audit inspections	Solution identified and procurement process in progress

Meeting Title	Board of Directors		
Date	10 March 2022	Agenda item	Bo.3.22.11

The next steps for the working group are to:

- Finalise the Gap Analysis work to identify new cleaning frequencies and audits, and the impact on resource model and costs.
- Complete procurement and implement new audit inspection software
- Recruit temporary admin resource to support implementation programme
- Share documents with Heads of Nursing and agree cascade and training for Matrons
- Agree at March Trust Board the 'Commitment to Cleanliness Charter'
- Agree location in each area for the display of Cleanliness Charter & Audit Star Ratings

An oversight board is in place to monitor the working group and oversee progress with the implementation plan. In addition, to key internal colleagues, an external advisor, 'Environmental Excellence' is part of the oversight board, to provide support, a national perspective and ensure work is in line with the requirements of the standards.

Commitment to Cleanliness Charter

The Commitment to Cleanliness Charter sets out an organisations commitment to achieve a consistently high standard of cleanliness in all its healthcare facilities using the functional risk category, cleaning frequencies and cleaning responsibilities for each functional area. The charter demonstrates that an organisation is serious about providing a safe clean environment by referencing the key elements of delivering and maintaining cleanliness of the whole area regardless of who is responsible for cleaning it.

All organisations are required to display the charter where it will be seen, such as at ward entrances or circulation areas. A template has been provided, to ensure that the NHS uses a consistent approach to the standard and format, which includes a recommendation that it is printed on A3 paper. Each organisation can edit the document to make it fit for purpose, but some fields and headings are fixed and cannot be changed, such as cleaning task, cleaning frequency and responsibility, as this information must be retained to appropriately inform patients, the public and staff about cleanliness.

The BTHFT charter template can be found in Appendix 1 of this report.

4 BENCHMARKING IMPLICATIONS

Implementation of the new 2021 National Standards for Cleanliness not only provides a common understanding of what it means to be a clean healthcare setting and but provides a framework for detailing the required cleaning services and how 'technical' cleanliness and the efficacy of the cleaning process should be assessed. The framework and star rating allows BTHFT to benchmark wards and departments internally, reporting through to the board via the Infection, Prevention and Control Committee. It also allows BTHFT to be externally benchmarked against other NHS organisations through assessments such as Patient Led Assessments of the Care Environment (PLACE)

Meeting Title	Board of Directors		
Date	10 March 2022	Agenda item	Bo.3.22.11

5	RISK ASSESSMENT
----------	------------------------

Throughout the implementation, a continual risk assessment is being undertaken. Once the gap analysis is completed, there may be risk identified in relation to resource to meet the new frequencies. Should this occur a risk assessment will be completed.

6	RECOMMENDATIONS
----------	------------------------

The board are asked to:

- Acknowledge the work that has been undertaken by the team to ensure that the new cleaning standards are fully implemented by May 2022, including development of an oversight board to monitor and support this process.
- Accept further additional reports, as required, to provide an updated status.
- Approve the commitment to cleanliness charter template for BTHFT which is based on the national template, but will be updated to reflect each individual area and functional risk category.

7	Appendices
----------	-------------------

Appendix 1 – Template for BTHFT Commitment to Cleanliness Charter. See attached document