



Acronyms:

HAIP Division – Pennsylvania Department of Health (PA DOH), Bureau of Epidemiology, Healthcare Associated Infection Prevention (HAIP) Division, Infection Control (IC) Plan Review Team

IP – Infection Preventionist

POC – Interim Point of Contact

Checklist – Infection Control Plan Submission Checklist

Reviewer – Assigned HAIP Division IC Plan Review Team Member

IC Plan Process

[Infection Control Plan Submission Checklist](#)

- Facility to utilize pgs.1 & 2 as a checklist to verify ALL documents are included in submission and comply with submission checklist criteria (format, content, dating, etc.)
- Overview of IC Plan Review Process

[Infection Control Plan Toolkit](#)

- Provides the why behind IC Plans
- Includes MCARE (and other relevant laws) overview and how it pertains to IC plans
- Links to document examples for facility review

[How to Submit an IC Plan & Utilize IC Plan Resources](#)

16 minute video of the IC Plan Resources & submission process

Questions

Weekly Q&A with Review Team (Every Wednesday 1-2pm)

Join on your computer or mobile app [Click here to join the meeting](#)

Or call in (audio only) [+1 267-332-8737](tel:+12673328737), [375837352#](tel:+1375837352)

Phone Conference ID: 375 837 352#

Email

- **Review Team**, RA-DHHAI@pa.gov
- Assigned Facility Reviewer

IC Plan Consultations Request (Review Phase Only)

- Form sent **during review phase** if plan is rejected
- Dedicated scheduled time with reviewer to ask questions on plan rejection and needed revisions for approval.

IC Plan, Risk Assessment, Policies

Infection Control Plan Outlines

- Outline for each setting ([Hospital](#), [LTC](#), [ASF](#))
- Starting point to write a plan & ensure all MCARE topics in plan

Infection Control Risk Assessment Resource

- Template to perform facility specific risk assessment

Infection Control Policy & Procedure Development Resource

- Starting point for developing and revising IC policies & Highlights suggested information to include in key IC policies

Policy and Procedure Outline

- Includes all recommended elements of policy structure, approvals and dating

IC Plan Resources

Review Team

IC Plan Submission Screening Rubric

- Standard Criteria Checklist to screen IC plan submissions
- Facility will only receive if their plan fails screening; as a reference to make revisions necessary for plan approval.

IC Plan Review Form

- Detailed form used by Reviewer to ensure standardized review process
- Includes all MCARE and regulatory elements necessary for plan approval

