

Oakworth Manor Residential Home	Date Reviewed: 09/2025	Next review: 09/2027
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OUTBREAK CONTINGENCY PLAN		

The objective of this plan is to prevent/ deal with an outbreak of illness within Oakworth Manor; to address further risks and threats of an outbreak; and to ensure the safety of all residents, staff and visitors. Illness includes all infectious diseases.

Two residents / staff members contracting the same illness is classed as an outbreak.

Our aim is to:

- Assess all risks and threats to the safety of Residents, Staff and Visitors
- Ensure we are operating in line with current advice and guidance from Public Health England and the Department of Health
- Provide information to all Residents, Staff, Visitors and Contractors
- Identify key people for response and actions needed
- Have in place an up-to-date action plan
- Identify and implement staff training, awareness and support
- Minimise all potential risks and threats
- Document clearly our Infection Prevention and Control measures
- Review steps taken, assess the effectiveness of the plan and recovery measures

Risks and Threats:

- All of our residents are included in the vulnerable group who are at risk of serious harm should they contract a serious illness.

Two individuals have contracted the same illness

Infection control to be contacted for all positive or suspected cases of respiratory infections, Coronavirus, Norovirus or influenza.

- Visits into and out of the Home are now discouraged.
- In an outbreak situation visits to the particular unit or the whole Home will be risk assessed and in the outbreak of Coronavirus visitors will be advised of the latest guidelines
- If any of the above infections are suspected or confirmed for a resident, all residents are to be isolated where possible and testing of all residents and staff to commence following recommendations from infection control.

All of this means we need to do everything we can to minimise the risk to our residents and our team who will need to continue in their caring duties.

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Provision of Information

The Registered Manager or Deputy Manager will provide updates of any further actions or changes to the contingency plan as and when necessary.

Relatives and other visitors are provided with a clear explanation of our actions to ensure the safety of all via phone calls or preferred method of communication.

Staff are provided with information via supervision, online learning, email and verbal communication.

Key People for Response and Action:

Registered Manager – operational and emergency / crisis management, responsibility for implementation of the outbreak Contingency Plan, updates and reviews, wellbeing of residents and staff.

Deputy Manager – Clinical updates, NHS / Professional bulletin, advice on PPE and equipment, advice on effective infection prevention and control. Ensuring proper use of PPE and swabbing.

Maintenance – health & safety, security, building repairs, contractor supervision.

Carers – meeting the physical, social and emotional needs of residents.

Ancillary team – continue with food, laundry and housekeeping roles and operate within the infection prevention and control measures at all times.

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Action Plan:

Prevention and Control in an outbreak

- All staff working at Oakworth Manor are encouraged to take up vaccinations.
- LFD swabbing to be taken if symptoms of Covid are evident (if immunocompromised or at risk).
- Stool sample if norovirus /C Diff is suspected.
- Sputum sample if respiratory infection suspected.
- A log number must be obtained from infection control/UK HSA. This must be added to all documents related to samples taken that are being sent for testing. The sample documentation must include all the persons details as well as the log number.
- All residents are offered the Flu vaccination and Covid boosters (when advised) and it is given in best interest when consent cannot be gained (Best interest documentation must be completed for this).
- In outbreak, only 1 essential carer to be allowed into the Home per resident to reduce spread of infection. This can be interchanged between visits.
- All visitations to Oakworth Manor should be by appointment in an outbreak situation.
- All staff and visitors follow the infection prevention and control measures in place – i.e. effective hand hygiene and use of appropriate PPE if required.
- Staff who display any of the known signs or symptoms of Covid-19, are asked to not to return to work until their symptoms have cleared.
- Staff who show signs of norovirus are asked not to come to work until they are 48hrs clear.
- All staff are aware of the need to report any signs or symptoms they observe in residents which may indicate an infection.
- UK Health Security Agency and infection control will be informed and their advice implemented.
- During outbreak, deliveries are to be left either in the outer foyer or, where appropriate, can be delivered into by the side door entrance.

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Staff Training and Awareness

Regular updates and awareness training is provided to all staff by a member of the senior team or online. Any updates received from the UK Government, UK HSA or Local Authority will be circulated, discussed with relevant parties immediately and any required actions or changes to the action plan implemented.

Risk Assessments

Risk assessments are carried out for all new admissions and where a resident is admitted to hospital. The risk assessment includes reference to the most current guidance from the UK Government on any precautions that need to be in place.

Key Messages

The most effective way of preventing and controlling the spread of infection is good hand hygiene – follow the guidelines that are up around the Home.

Follow the guidelines of infection control.