

# NON-ACUTE INFECTION CONTROL SPECIAL INTEREST GROUP (NICSIG)

## TERMS OF REFERENCE

The Non-acute Infection Control Special Interest Group (NICSIG) consists of a group of Infection Control and other professionals from the non-acute South Australian healthcare facilities and agencies (both public and private) that have a mutual interest in the prevention of health care associated infections, together with representatives from the Infection Control Service (ICS) of the Department for Health and Ageing. Participation in the Special Interest Group is on a voluntary basis..

### **Purpose**

Established in 2010, as a special interest group with the primary aim of developing a network of infection control professionals from non-acute healthcare settings.

### **Scope**

These include but are not limited to: SA Health non-acute facilities; residential care; dental; South Australia Ambulance Service; Royal Flying Doctor Service; mental health; general practice; prison health; primary and community care facilities.

### **Function**

1. To conduct regular meetings, discuss general infection prevention and control issues and strategies in various settings; and support the formulation of statewide policies and guidelines where appropriate.
2. To provide expert advice to healthcare providers on infection prevention and control issues as requested.
3. To foster consistency and collaboration within non-acute healthcare settings throughout South Australia.
4. To provide updates on the above activities, as appropriate, to SANIT.
5. To provide educational opportunities as necessary

### **Proposed meetings**

- > Meetings will be held at approximately quarterly intervals.
- > Extra-ordinary meeting can be held as determined by the Chairperson.
- > Meetings shall be a maximum of 2 hours. Advance notice will be given if extension to the meeting is required.



### Notice of meetings

- > Established annually in advanced.

### Confidentiality

- > No specific provisions.

### Terms of office/review

- > These terms of reference will be reviewed annually, amended accordingly.

### Selection of committee members

- > In the first instance, the Chairperson shall be a representative of the Infection Control Service, Communicable Disease Control Branch of the Department for Health and Ageing.
- > Members will have an interest or expertise in infection prevention and control.

### Quorum

- > A representative of the SA Health Infection Control Service must be present for the meeting to proceed.
- > Cancellation of the meeting is at the discretion of the Chair if RSVP numbers are not adequate.
- > Members can nominate a proxy reflecting the profile of the member who will attend in the member's absence where possible.

### Coordination and secretariat

- > The Infection Control Service Administrative Officer to coordinate its activities and act as secretariat.

## Version control and change history

Version	Date from	Date to	Amendment
1.0	01/03/2010	13/02/2013	Original document
2.0	13/02/2013	13/02/2014	<ul style="list-style-type: none"><li>• Format of document with SA Health corporate identity</li><li>• Amendment to scope</li><li>• Added Quorum &amp; Coordination/secretariat details</li></ul>
2.1	14/10/2014	7/04/2016	<ul style="list-style-type: none"><li>• Amended the quorum details</li></ul>
2.2	7/04/2016	Current	<ul style="list-style-type: none"><li>• Amend introduction</li><li>• Amend scope</li><li>• Amend selection of committee members</li></ul>