



Infection Prevention and Control (IPC) Lead Reporting Form

Purpose: This form is for National Aboriginal and Torres Strait Islander Flexible Aged Care (NATSIFAC) program providers of residential aged care facilities to report information relating to the appointment of an IPC lead.

Different reporting arrangements apply for approved providers, including multi-purpose services. These services should not use this form to report unless specifically directed by the Department of Health.

How to complete: Please complete this form for each individual appointed to an IPC lead role and return to agedcareIPC@health.gov.au by 31 December 2020.

Overview IPC lead requirements

Residential aged care facilities are required to appoint an infection prevention IPC lead by 1 December 2020. IPC leads will ensure that residential aged care facilities are better prepared to prevent and respond to infectious diseases, including COVID-19 and influenza.

This requirement was set out in a letter from the Minister for Aged Care and Senior Australians, Senator the Hon Richard Colbeck, on 13 October 2020. Further guidance, including training and reporting requirements, was provided in a letter from the Department of Health Secretary, Dr Brendan Murphy, on 6 November 2020. A copy of these letters is available from the Department of Health website at health.gov.au/ipc-leads.

If you require further advice regarding the use of this form or IPC lead requirements, please email agedcareIPC@health.gov.au.

Privacy and your personal information

Your personal information is protected by law, including the *Privacy Act 1988* and the Australian Privacy Principles, and is being collected by the Australian Government Department of Health for the primary purpose of confirming your fulfilment of the requirement for residential aged care facilities to have an infection prevention and control lead. Your information may also be used and disclosed for other purposes such as compliance with your grant obligations, including as they relate to the quality of care delivered.

You can get more information about the way in which the Department of Health will manage your personal information, including our privacy policy, at <http://www.health.gov.au/internet/main/publishing.nsf/Content/privacy-policy>.

Facility Information

Provider Name	
Facility Name	
Facility Address	

IPC Lead Information

Name	
Current Qualification	<input type="checkbox"/> Registered Nurse (RN) <input type="checkbox"/> Enrolled Nurse(EN)
Role/Position	

Has the individual successfully completed the Department of Health online training?

Infection module Yes No

Aged care modules Yes No

What is the status of the individual's IPC Lead Expert Training (AQF8 level)?

Completed

Course Name	
Institution	
Date Completed	

Enrolled **or** commenced

Course Name	
Institution	
Expected Completion Date	

Yet to enrol

Reason	
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Form Completed By

Name	
Role/Position	
Phone Number	
Email	