



**INFECTION PREVENTION AND CONTROL REVIEW
PORT PHILLIP PRISON
COVID – 19 RISK ASSESSMENT AND COMPLIANCE REPORT**

INSPECTION CONDUCTED MONDAY 11TH MAY 2020

BACKGROUND

Infection Prevention Australia (**IPA**) is a leading Australian based entity providing infection prevention and control services to a range of public and private entities, primarily within the Healthcare, Aged Care, Education and Correctional Facilities across Australia.

The IPA staff member conducting the inspection has certifications and accreditations in infection prevention and control subject matter and is at the forefront of their industry in regard to their knowledge and experience in infection prevention and control. See qualifications Appendix 1.

IPA has provided infection prevention and control services to a range of public and private clients located across Australia for over eighteen years. Services include:

- General Infection Control advice and services
- Outbreak management and case reviews
- Pandemic preparedness planning and advice
- Development and review of organisational policies and procedures
- Infection control audits and site inspection services
- Cleaning audit services
- Occupational exposure services
- Staff health and immunization advice and services
- Training and education services including delivering of face to face sessions or on-line material
- COVID 19 advice and services

IPA is an independent contractor and not an employee of the Client.

IPA undertook the Service competently and professionally, utilising all appropriate due care, skills and experience as would be expected of a competent consultant experienced in providing Services of a similar nature and in compliance with all applicable laws, standards, codes, consents, approvals, or licenses in connection with the Service to be provided. Reference documents Appendix 2.

IPA warrants that the following checks and certificates are current.

1. Police check
2. Working with Children check
3. Insurance and Professional Indemnity certificate
4. Work Cover certificate

IPA further warrants that they have no interest or duty to another person which conflicts or may conflict with, prevent, restrict or influence the performance of the review.

IPA agrees to comply with privacy and confidentiality policies and procedures as stipulated and provided by the Client and both Parties agree to comply by those imposed by law e.g. Privacy Act.

Methodology

The findings of the inspection are broken down into individual units where there is potential for transmission of COVID – 19.

The following units and areas were inspected:

1. The Gatehouse
2. Prisoner reception
3. Medical centre
4. Industries including laundry and kitchen
5. Program, interview and education rooms and libraries
6. Recreation area (e.g. gym)
7. Accommodation Areas – Protective Quarantine
8. Accommodation Areas – including units and cottages

The following documents were used to guide the risk assessment and make recommendations where non-compliance to the relevant standard was observed.

1. Australian Government, National Health and Medical Research Council, Australian Commission on Safety and Quality in Health Care. Australian Guidelines for the Prevention and Control of Infection in Healthcare. Published May 2019.
2. Australian Government Department of Health, The Department of Health Coronavirus Disease 2019 (COVID-19). CDNA National guidelines for public health units. Current version 2.10, published May 2020.
3. COVID – 19 Corrections Victoria specific document current version selection of PPE for officers
4. Australian Government Department of Health COVID -19 Environmental cleaning and disinfection principles
5. Corrections Victoria documentation including fact sheets, prisoner management and isolation guidelines. Please note that the I had also been involved with the original review of the CV documentation and training of staff working in isolation units.

Documents were also requested to support compliance with standards including:

1. Daily cleaning schedules for units
2. G4S cleaning check sheets
3. Touch point cleaning schedules
4. Certificate of currency for food safety standards
5. SDS for cleaning product in use and evidence of TGA approval

GATEHOUSE			
Risk	Element / Inspection item	Meets standard (Y/N)	Comments and Recommendations
Transmission from staff and external visitors	Entry to prison	Y	<ul style="list-style-type: none"> The risk screening process in place is thorough and was evident on my entry at the gate house. Only essential services permitted entry
	<ul style="list-style-type: none"> Screening questions being asked/reminded/reviewed of everyone entering prison 		
	<ul style="list-style-type: none"> Temperature checks/screening in place for all people entering prison 	Y	<ul style="list-style-type: none"> Staff have a verification process in place if temperature >37.5°C before entry permitted
	<ul style="list-style-type: none"> Processes for accepting mail and deliveries 	Y	No further action required
	<ul style="list-style-type: none"> Processes for screening delivery drivers Processes for screening external transport providers Handling of external mail and deliveries 	Y	No further action required
	Physical distancing	Y	<ul style="list-style-type: none"> Excellent signage displayed
	<ul style="list-style-type: none"> Changes made to gatehouse security processes 		
	<ul style="list-style-type: none"> Floor markings in place to guide people about distance requirements 	Y	<ul style="list-style-type: none"> No further action required
	<ul style="list-style-type: none"> No gatherings breaching 1p/4m2 requirements where possible 	Y	<ul style="list-style-type: none"> Signage in all shared spaces indicating how many people were permitted in any one space at any one time
	Signage and information	Y	No further action required
	<ul style="list-style-type: none"> Information about infection control requirements clearly visible 		
	<ul style="list-style-type: none"> Announcements or clear signage about infection control measures 	Y	No further action required
Personal Protective Equipment (PPE)	Y	No further action required	
<ul style="list-style-type: none"> Gloves, facemasks and eye protection available to staff – in a prominent and readily accessible place (staff desk) Are staff and prisoners wearing correctly in appropriate circumstances 			

	<p>Hygiene and handwashing</p> <ul style="list-style-type: none"> • Hand sanitiser available for all staff and visitors, where soap and running water is not available 	Y	<ul style="list-style-type: none"> • Hand sanitiser was available at all entry points
	<ul style="list-style-type: none"> • All areas including bathrooms have adequate soap, water, paper towel, lined bins and information about hand washing protocols 	Y	No further action required
	<p>Cleaning</p> <ul style="list-style-type: none"> • Cleaning regime including prisoner billet arrangement and external cleaning contractual obligations, frequency, cleaning products used and method of application. 	Y	<p>Normal G4S cleaning service provided and then additional cleaning service implemented to attend to frequently touched surfaces. This service is provided by Academy Services external contractor. The cleaning standard is satisfactory.</p> <p>The AGAR cleaning product is TGA approved disinfection agent. No further action required other than to continuously monitor cleaning standards and documentation is completed.</p>
	<ul style="list-style-type: none"> • Plastic lined bins are available at entrance, staff areas to allow safe disposal of PPE after use or if soiled 	Y	No further action required
	<ul style="list-style-type: none"> • Check cleaning register to ensure that cleaning program is up to date 	Y	No further action required other than to continuously monitor cleaning standards and documentation is completed.

PRISONER RECEPTION			
Risk	Element / Inspection item	Meets standard (Y/N)	Comments and Recommendations
Transmission from prisoners with recent community contact or from movement of prisoners	Entry to prison <ul style="list-style-type: none"> Screening questions being asked/reminded/reviewed of prisoners entering prison 	Y	<ul style="list-style-type: none"> All new prisoners are screened at the Protective Quarantine (PQ) Unit. They do not have any contact with the mainstream population, but kept in PQ for a 14-day quarantine period before being placed into their units All new prisoners are provided a fact sheet on day 1 induction as to the quarantine process
	<ul style="list-style-type: none"> Thermal camera screening or temperature checks of all prisoners upon arrival at prison Medical assessment screening process with adequate separation measures for suspected cases 	Y	<ul style="list-style-type: none"> The two PQ units are well set up and separate from the rest of the population with no risk of potential exposure to other prisoners All prisoners are required to stay in their cells for the 14 days unless it is essential and then they are required to wear a mask and gloves
	Physical distancing <ul style="list-style-type: none"> Changes made to reception processes 	Y	No further action required
	<ul style="list-style-type: none"> Floor markings in place to guide people about distance requirements 	Y	<ul style="list-style-type: none"> Floor markings are not in place in the two PQ units. This is not necessary as the prisoners are in their cells, the officers were observed to maintain social distance and the cleaning billets were all maintaining social distance
	<ul style="list-style-type: none"> Physical distancing observed where practical in common areas 	Y	No further action required
	Signage and information Information about infection control requirements clearly visible	Y	<ul style="list-style-type: none"> Excellent signage displayed
	<ul style="list-style-type: none"> Announcements and/or signage about infection control requirements 	Y	No further action required
	PPE <ul style="list-style-type: none"> Gloves, facemasks and eye protection gowns/coveralls available to staff – in a 	N	<ul style="list-style-type: none"> In the Protective Quarantine units (Matilda West & East) a more robust system for donning and doffing needs to be implemented. <ul style="list-style-type: none"> There was inconsistency in what Personal Protective Equipment (PPE) was being worn When the PPE was donned

	<p>prominent and readily accessible place (staff desk)</p> <ul style="list-style-type: none"> Evidence of staff and prisoners wearing PPE correctly in appropriate circumstances 		<ul style="list-style-type: none"> Where the PPE was being doffed A lack of correct sequence observed with little hand hygiene performed (HH) <ul style="list-style-type: none"> This should include consistency of service provided by the health care team and officers. <ul style="list-style-type: none"> Health care team are wearing a gown, mask, gloves and safety glasses even when social distance is maintained A gown is not part of the required PPE when no contact with a suspect case is expected Health care team are entering from the medical clinic which is deemed the “dirty zone” via the clean zone already in their PPE Incorrect doffing procedure observed by the health care team Lack of Hand hygiene observed by the health care team Officers are not fully compliant with the fact sheet for assessment of required PPE <ul style="list-style-type: none"> Safety glasses are not being worn as part of PPE when social distance cannot be maintained PPE (gloves and mask) is being worn excessively even when social distance is being maintained Prisoners were observed wearing the required PPE (gloves and mask) and maintaining social distance Officers were observed to be maintaining social distancing measures <p>RECOMMENDATIONS</p> <ul style="list-style-type: none"> A review of the process for HH, donning and doffing required in PQ units for officers and health care team Ensure a hand sanitiser is placed at the doffing station Place a large yellow biohazard bag in the doffing station bin The allocation of the medical centre at the PQ unit as the dirty zone needs to be re-evaluated to ensure the risk of cross contamination is minimised when staff enter and exit the units
	<p>Hygiene and handwashing</p> <ul style="list-style-type: none"> Hand sanitiser available for all staff and prisoners, where soap and running water is not available 	<p>Y</p>	<p>No further action required</p>

	<ul style="list-style-type: none"> All areas have adequate soap, water, paper towel, lined bins and information about hand washing protocols 	Y	No further action required
	<p>Cleaning</p> <ul style="list-style-type: none"> Cleaning regime, including evidence of contractual obligations, cleaning regime, frequency, method and cleaning products. Include prisoner billet cleaning process where relevant. 	Y	<p>The cleaning standard is satisfactory.</p> <ul style="list-style-type: none"> The cleaning standard in the PQ units is excellent with the billets providing the cleaning service. The areas were extremely clean and tidy, and the billets were observed to be cleaning the frequently touched surfaces after any contact was made Billets are provided with education, resources and PPE to safely conduct the cleaning <p>RECOMMENDATIONS</p> <ul style="list-style-type: none"> Remove all incorrectly labelled chemical bottles and ensure SDS available for all chemicals in use in the unit Consider laundering mop heads on site in the PQ unit rather than throwing them out. Change the mop bucket regularly and the mop head at least twice daily.
	<ul style="list-style-type: none"> Plastic lined bins are available to allow safe disposal of PPE after use or if soiled. 	N	<p>RECOMMENDATIONS</p> <ul style="list-style-type: none"> Place a large yellow biohazard bin liner in the doffing bin
	<ul style="list-style-type: none"> Check cleaning register to ensure that cleaning program is up to date 	Y	No further action required other than to continuously monitor cleaning standards and documentation is completed.
	<ul style="list-style-type: none"> Work areas generally tidy – <ul style="list-style-type: none"> Desks clear of unnecessary paper, tools and materials (that can host virus/bacteria) Common staff areas Sufficient areas for handwashing or sanitising 	Y	No further action required

MEDICAL CENTRE			
Risk	Element / Inspection item	Meets standard (Y/N)	Comments and Recommendations
Transmission within the facility	Physical distancing <ul style="list-style-type: none"> Floor markings in place to guide people about distance requirements 	Y	Please note comments under prisoner reception and the set-up of the medical centre there as opposed to the normal functioning medical centre for the general population.
	<ul style="list-style-type: none"> No gatherings breaching 1p/4m2 requirements where possible and practical 	Y	No further action required
	<ul style="list-style-type: none"> Procedural changes to workflow and prisoner flow to reduce contamination 	Y	<ul style="list-style-type: none"> All receptions are now down through the PQ unit This is ensuring that no new prisoners will have contact with mainstream prisoners until the 14-day quarantine period has been observed
	Signage and information Information about infection control requirements clearly visible	Y	No further action required
	PPE <ul style="list-style-type: none"> Gloves, facemasks and eye protection gowns/coveralls available to staff – in a prominent and readily accessible place (staff desk) Evidence of staff and prisoners wearing PPE correctly in appropriate circumstances 	Y	<ul style="list-style-type: none"> The medical centre is operating as per normal and following standard precautions If a prisoner in mainstream were to develop signs or symptoms of respiratory infection from mainstream, they would be transferred to the PQ unit and put into one of the 10 cells in Matilda West allocated to suspect cases and held there until the screening results were returned
	Cleaning <ul style="list-style-type: none"> Cleaning regime, including evidence of contractual obligations, cleaning regime, frequency, method and cleaning products. Note prisoner billet cleaning arrangements where relevant 	Y	<ul style="list-style-type: none"> All billets who are cleaning are required to undertake the relevant training and this is documented internally PPE and products are provided to the billets for cleaning Cleaning fact sheets have been provided The standard of cleaning is satisfactory and there are cleaning schedules and work sheets in place The AGAR product is TGA approved for disinfection and SDS available
	<ul style="list-style-type: none"> Plastic lined bins are available to allow safe disposal of PPE after use or if soiled 	Y	No further action required

	<ul style="list-style-type: none"> • Check cleaning register to ensure that cleaning program is up to date 	Y	No further action required other than to continuously monitor cleaning standards and documentation is completed.
	<ul style="list-style-type: none"> • Work areas generally tidy – <ul style="list-style-type: none"> ○ Desks clear of unnecessary paper, tools and materials (that can host virus/bacteria) ○ Staff common areas 	Y	No further action required
	<p>Handwashing and hygiene</p> <ul style="list-style-type: none"> • Hand sanitiser available for all staff and prisoners, where soap and running water is not available 	Y	No further action required

INDUSTRIES INCLUDING LAUNDRY AND KITCHEN			
Risk	Element / Inspection item	Meets standard (Y/N)	Comments and Recommendations
Transmission within the facility	Physical distancing	Y	No further action required
	<ul style="list-style-type: none"> Floor markings in place to guide people about distance requirements 	Y	No further action required
	<ul style="list-style-type: none"> No gatherings breaching 1p/4m2 requirements 	Y	No further action required
	Signage and information	Y	No further action required
	Information about infection control requirements clearly visible		
	Cleaning	Y	<ul style="list-style-type: none"> All billets who are cleaning are required to undertake the relevant training and this is documented internally PPE and products are provided to the billets for cleaning Cleaning fact sheets have been provided The standard of cleaning is satisfactory and documentation available to support cleaning schedules are in place and spot checks conducted The cleaning product is suitable for the task and TGA approved
	<ul style="list-style-type: none"> Cleaning regime, including evidence of contractual obligations, cleaning regime, frequency, method, correct use of products – include prisoner billet cleaning where relevant 		
<ul style="list-style-type: none"> Plastic lined bins are available to allow safe disposal of PPE after use or if soiled 	Y	No further action required	
<ul style="list-style-type: none"> Check cleaning register to ensure that cleaning program is up to date 	Y	<ul style="list-style-type: none"> A cleaning register is available No further action required other than to continuously monitor cleaning standards and documentation is completed. 	
<ul style="list-style-type: none"> Work areas generally tidy – <ul style="list-style-type: none"> Desks clear of unnecessary paper, tools and materials (that can host virus/bacteria) Manual handling of items aligned to infection control procedures General staff areas 	Y	No further action required	
	Handwashing and hygiene	Y	No further action required
	<ul style="list-style-type: none"> Hand sanitiser available for all staff and prisoners, where soap and running water is not available 		

	<p>PPE</p> <ul style="list-style-type: none"> • Gloves, facemasks and eye protection gowns/coveralls available to staff – in a prominent and readily accessible place (staff desk) • Evidence of staff and prisoners wearing PPE correctly in appropriate circumstances 	Y	No further action required
	<p>Laundry Standards (AS/NZS 4146:2000)</p>	Y	<ul style="list-style-type: none"> • AS/NZS 4146:2000 audits are conducted annually by an external company (SAI Global) to ensure all procedures in the laundry are meeting the required standard • If there were any areas of non-compliance these would be made as a recommendation and expectations for compliance prior to a certificate of compliance being issued
	<p>Food Safety Standards</p>	Y	<ul style="list-style-type: none"> • An external third-party auditor from the council also undertakes a food safety audit annually. The requirements for a food safety plan, training and education are critical components of that audit and the kitchen would not be operational if there were any recommendations of high risk. Just need to follow up and make sure the outstanding items have been rectified. • Food safety certificate observed • Food services are provided to the PQ unit and plated in the unit by billets and officers. Social distancing is maintained as best as possible during this time, staff observe and corrected if necessary.

PROGRAMS, INTERVIEW AND EDUCATION ROOMS INCLUDING THE LIBRARY			
Risk	Element / Inspection item	Meets standard (Y/N)	Comments and Recommendations
Transmission within the facility	Physical distancing <ul style="list-style-type: none"> Floor markings in place to guide people about distance requirements 	Y	<ul style="list-style-type: none"> Access to these areas has been restricted so no floor markings are required in this area The education centre has been closed for 5 weeks
	<ul style="list-style-type: none"> No gatherings breaching 1p/4m2 requirements where practical 	Y	<ul style="list-style-type: none"> Excellent signage displayed on all doors in the department displaying how many people could be in attendance at any one time Only prisoners from the same unit are permitted to attend and only 3 prisoners are permitted in the library at any one time
	Signage and information <ul style="list-style-type: none"> Information about infection control requirements clearly visible 	Y	No further action required
	Handwashing and hygiene <ul style="list-style-type: none"> Hand sanitiser available for all staff and prisoners, where soap and running water is not available 	Y	<ul style="list-style-type: none"> Hand sanitiser at the entry to the areas
	Cleaning <ul style="list-style-type: none"> Cleaning regime, including evidence of contractual obligations, cleaning regime, frequency, method and cleaning products used correctly include prisoner billet cleaning where relevant 	Y	<ul style="list-style-type: none"> Billets clean the rooms after each time it is used before another unit prisoner would have access to the room All billets who are cleaning are required to undertake the relevant training and this is documented internally PPE (gloves and mask) and products are provided to the billets for cleaning Cleaning fact sheets have been provided Cleaning occurs daily and then extra twice daily on frequently touched points The standard of cleaning is satisfactory and evidence of work schedules and spot checks No further action required other than to continuously monitor cleaning standards and documentation is completed.
	<ul style="list-style-type: none"> Plastic lined bins are available to allow safe disposal of PPE after use or if soiled 	Y	No further action required
	<ul style="list-style-type: none"> Check cleaning register to ensure that bathroom cleaning program is up to date 	Y	No further action required other than to continuously monitor cleaning standards and documentation is completed.

	<ul style="list-style-type: none"> • Work areas generally tidy – <ul style="list-style-type: none"> ○ Desks clear of unnecessary paper, tools and materials (that can host virus/bacteria) ○ Staff common areas 	Y	No further action required
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RECREATION AREAS (GYM)			
Risk	Element / Inspection item	Meets standard (Y/N)	Comments and Recommendations
Transmission within the facility	Physical distancing <ul style="list-style-type: none"> • Floor markings in place to guide people about distance requirements 	Y	<ul style="list-style-type: none"> • Access to these areas has been restricted so no floor markings are required in this area
	<ul style="list-style-type: none"> • No gatherings breaching 1p/4m2 requirements 	Y	<ul style="list-style-type: none"> • Only prisoners from the same unit are permitted to attend at any one time which is an excellent risk minimisation strategy
	Hand hygiene and handwashing Hand sanitiser available for all staff and prisoners, where soap and running water is not available	Y	No further action required
	Signage and information Information about infection control requirements clearly visible	Y	No further action required
	Cleaning <ul style="list-style-type: none"> • Cleaning regime, including evidence of contractual obligations, cleaning regime, frequency, method and cleaning products. Prisoner billet cleaning where relevant. • Cleaning of gym equipment 	Y	<ul style="list-style-type: none"> • Billets clean the gym after each time it is used before another unit prisoner would have access to the gym • All billets who are cleaning are required to undertake the relevant training and this is documented internally • PPE (gloves and mask) and products are provided to the billets for cleaning • Cleaning fact sheets have been provided No further action required other than to continuously monitor cleaning standards and documentation is completed.

ISOLATION AREA			
Risk	Element / Inspection item	Meets standard (Y/N)	Comments and Recommendations
Transmission from prisoners with confirmed COVID-19	Isolation cells <ul style="list-style-type: none"> Cells clearly marked and available 	Y	<ul style="list-style-type: none"> Please note, if a prisoner becomes a suspect case during the 14 day quarantine period, he is isolated in the PQ unit in one of the 10 cells allocated to a suspect case, and then if the results are positive that prisoner would be transferred out of the facility as soon as possible by JPT contract for transfer of confirmed case (additional service to the normal prisoner transfer contract) No confirmed cases would be managed on site If a prisoner developed signs of respiratory infection in mainstream, they would also be managed in this unit All records are available in case of the event of contact tracing <ul style="list-style-type: none"> Records of staff allocation to the unit Records of prisoner allocation to the unit Staff exclusions were put in place to ensure no at-risk staff would be working in the unit
	Cleaning Cleaning regime, including evidence of contractual obligations, cleaning regime, frequency, method and cleaning products.	Y	<ul style="list-style-type: none"> All billets who are cleaning are required to undertake the relevant training and this is documented internally PPE and products are provided to the billets for cleaning Cleaning fact sheets have been provided Correct cleaning product in place with SDS available No further action required other than to continuously monitor cleaning standards and documentation is completed.
	<ul style="list-style-type: none"> Disinfectants available – SDS in place, all containers marked 	Y	The product in use (AGAR) is a TGA approved cleaning/disinfection product and the appropriate SDS is available
	<ul style="list-style-type: none"> Bins available, plastic lined and not overflowing 	N	RECOMMENDATION <ul style="list-style-type: none"> Place a large yellow biohazard bin liner in the doffing bin
	<ul style="list-style-type: none"> Laundry, linen and prisoner clothing 	Y	<ul style="list-style-type: none"> Laundry process is satisfactory See comments under industries
	Personal Protective Equipment (PPE) <ul style="list-style-type: none"> PPE available for prisoners 	Y	<ul style="list-style-type: none"> All prisoners observed to be wearing correct PPE (gloves and mask) when out of their cells

	<ul style="list-style-type: none"> • PPE being worn by prisoners 	Y	No further action required
	<ul style="list-style-type: none"> • PPE available for staff 	Y	All required PPE is available, but recommendations for sequence and location to be followed up
	<ul style="list-style-type: none"> • PPE worn by staff 	N	<ul style="list-style-type: none"> • Please refer to comments under prisoner reception
	<p>Staff Infection Control Measures</p> <ul style="list-style-type: none"> • Staff change facilities are clear, tidy and in designated 'clean zone' 	NA	<ul style="list-style-type: none"> • Please refer to comments under prisoner reception and protective quarantine below • As no confirmed cases would be cared for on-site this section on isolation area is not applicable
	<ul style="list-style-type: none"> • Provision of meal area for staff in clean zone • Provision of disposable containers for staff 	NA	<p>No further action required</p> <ul style="list-style-type: none"> • Staff have access to a dedicated clean kitchen with facilities, so disposable containers not required
	<ul style="list-style-type: none"> • Clean and dirty zones clearly marked with signage 	NA	Please refer to comments under prisoner reception
	<ul style="list-style-type: none"> • Staff wash hands before leaving isolation area 	NA	Please refer to comments under prisoner reception
	<ul style="list-style-type: none"> • Staff change into civilian clothes or clean uniform before leaving prison and place all work clothes from the day in plastic bag for washing 	NA	No further action required
	<ul style="list-style-type: none"> • Information in staff change areas about hygiene, clothes washing and isolation requirements 	NA	No further action required

ACCOMODATION AREAS – PROTECTIVE QUARANTINE			
Risk	Element / Inspection item	Meets standard (Y/N)	Comments and Recommendations
Transmission from prisoners with recent community contact or from movement of prisoners	Protective Quarantine cells	Y	<ul style="list-style-type: none"> Please refer to notes under prisoner reception for further information as all new receptions are done in the PQ unit
	<ul style="list-style-type: none"> Single cells clearly marked and available 14-day quarantine regime observed 	Y	<ul style="list-style-type: none"> Need to seek clarification on release process from PQ on day of release being day 14 or day 15
	Cleaning	Y	<ul style="list-style-type: none"> All billets who are cleaning are required to undertake the relevant training and this is documented internally PPE and products are provided to the billets for cleaning Cleaning fact sheets have been provided The correct cleaning product is available and is TGA approved Cleaning schedules and spot check processes are in place No further action required other than to continuously monitor cleaning standards and documentation is completed.
	<ul style="list-style-type: none"> Cleaning regime, including evidence of contractual obligations, cleaning regime, frequency, method and cleaning product 		
	<ul style="list-style-type: none"> Disinfectants available – SDS in place, all containers marked 	Y	<ul style="list-style-type: none"> Product in use (AGAR) is a TGA approved disinfection product and the appropriate SDS is available
	<ul style="list-style-type: none"> Bins available, plastic lined and not overflowing 	N	RECOMMENDATION <ul style="list-style-type: none"> Place a large yellow biohazard bin liner in the doffing bin
	<ul style="list-style-type: none"> Laundry, linen and prisoner clothing management 	Y	<ul style="list-style-type: none"> Laundry process is satisfactory See comments under industries
	Personal Protective Equipment (PPE)	Y	No further action required
	<ul style="list-style-type: none"> PPE available for prisoners PPE being worn by prisoners 	Y	No further action required other than to ensure hand hygiene is encouraged
	<ul style="list-style-type: none"> PPE available for staff PPE worn by staff correctly applied and in correct circumstances 	Y	PPE is available but not being donned and doffed in the correct sequence and a lack of hand hygiene observed
<ul style="list-style-type: none"> PPE worn by staff correctly applied and in correct circumstances 	N	RECOMMENDATION <ul style="list-style-type: none"> Please refer to comments and recommendations under prisoner reception 	
Physical distancing	Y	<ul style="list-style-type: none"> No floor markings but adequate signage in place and prisoners are in their cells 	
<ul style="list-style-type: none"> Floor markings or adequate signage in place to guide people about distance requirements 			

	<ul style="list-style-type: none"> • Common prisoner areas • Meal service • Medication dispensary 		
	<p>Hand hygiene and handwashing</p> <ul style="list-style-type: none"> • Hand sanitiser available for all staff and prisoners, where soap and running water is not available 	N	<p>RECOMMENDATIONS</p> <ul style="list-style-type: none"> • Place hand sanitiser at the doffing station to facilitate correct doffing procedure • Reinforce hand hygiene principles as part of donning and doffing

ACCOMODATION AREAS – INCLUDING UNITS AND COTTAGES			
Risk	Element / Inspection item	Meets standard (Y/N)	Comments and Recommendations
Transmission within the facility	<p>Physical distancing</p> <ul style="list-style-type: none"> • Floor markings in place to guide people about distance requirements • Prisoner common areas • Officer and Prisoner interaction 	Y	No further action required
	<ul style="list-style-type: none"> • No gatherings breaching 1p/4m2 requirements were practical • Communal dining and common areas • Meal areas • Medication dispensary 	Y	<ul style="list-style-type: none"> • Run out of prisoners has been reduced to enable social distancing to be maintained • There are no suspect cases in any unit or cottages, any prisoner with symptoms is transferred immediately to the PQ unit
	<p>Signage and information</p> <p>Information about infection control requirements clearly visible</p>	Y	No further action required
	<p>Hand Hygiene and handwashing</p> <p>Hand sanitiser available for all staff and prisoners, where soap and running water is not available including adequate in cell handwashing provisions</p>	Y	No further action required

	<p>Cleaning</p> <ul style="list-style-type: none"> • Cleaning regime, including evidence of contractual obligations, cleaning regime, frequency, method and cleaning products including prisoner billet cleaning arrangements where relevant 	Y	<ul style="list-style-type: none"> • All billets who are cleaning are required to undertake the relevant training and this is documented internally • PPE and products are provided to the billets for cleaning • Cleaning fact sheets have been provided • Correct product in use • No further action other than to continue to monitor cleaning standards
	<ul style="list-style-type: none"> • Plastic lined bins are available to allow safe disposal of PPE after use 	Y	No further action required
	<ul style="list-style-type: none"> • Check cleaning to ensure that area cleaning program is up to date 	Y	No further action required other than to continuously monitor cleaning standards and documentation is completed.
	<ul style="list-style-type: none"> • Work areas generally tidy – <ul style="list-style-type: none"> ○ Desks clear of unnecessary paper, tools and materials (that can host virus/bacteria) ○ Staff communal areas ○ Prisoner communal areas 	Y	No further action required

SUMMARY OF FINDINGS

Overall the findings of the inspection would indicate that the facility has a robust system in place to minimise risk to any individual, whether that be prisoner or staff member.

In actual fact there would be less risk for exposure within the prison than externally in the community at this current point in time.

The organization has a management team inclusive of resource management, procurement and communications to ensure the appropriate PPE is available and staff and prisoners are kept informed.

Resource management inclusive of waste, food services and laundry services are well in place and the cleaning of all areas has been escalated to include the daily clean with enhanced touch point cleaning twice daily. Evidence has been provided to support compliance with relevant state and national guidelines.

There are management teams in place for dealing with procurement of PPE, cleaning supplies and weekly meetings held with HSR staff.

The workforce has received communications to support safe practice and operations.

The main area for improvement is the structure of the medical centre in the protective quarantine unit and the donning and doffing sequence as performed by the health care team and officers.

All prisoner interaction within the protective quarantine unit is done through the trap, so there is minimal risk to either officer or health care worker, unless in the event of an emergency the prisoner would not have direct contact with the staff member.

There is a system in place to rapidly identify and isolate suspected COVID-19 prisoners who are in either the protective quarantine unit or in general population.

The placement plan for new prisoners into the system is extremely well managed and is minimising the risk of exposing prisoners in mainstream to new prisoners into the system from the community.

All staff and prisoners are offered the influenza vaccination as an added layer of protection against seasonal influenza.

All efforts have been made to provide a safe work environment for staff whilst minimising risk to prisoners and maintaining the daily operations of the facility.



Port Phillip Prison Infection Prevention and Control Review

Inspection and report:

Michelle Bibby
Infection Prevention Australia

14th May 2020

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APPENDIX 1

QUALIFICATIONS MICHELLE BIBBY

RN Graduate Certificate Royal Children's Hospital	1984-1987
RN Certificate in Peri-operative Nursing Royal Perth Hospital	4th May 1990
RN Certificate Accredited Nurse Immuniser	20 th June 2003
RN Accredited HIV/HCV Counselor	11 th July 2004
RN Certificate in Sterilization and Infection Control	18 th December 2001
RN Certificate of Infection control internship program Melbourne Health	25 th May 2001
RN Certificate in Management of Health Care Facilities	May 1999
RN Graduate Diploma Infection Control	26 th April 2003
RN Certificate 1V workplace training	March 2012
Authorised cleaning standards auditor	18 th April 2010
Gold standard hand hygiene auditor	

Note as a requirement to maintain my nursing registration through AHPRA, all annual updates and competency are maintained.

Registration is valid until 31 May 2021

APPENDIX 2

REFERENCE DOCUMENTS

1. Australian Government, National Health and Medical Research Council, Australian Commission on Safety and Quality in Health Care. Australian Guidelines for the Prevention and Control of Infection in Healthcare. Published May 2019.
2. Australian Government Department of Health, The Department of Health Coronavirus Disease 2019 (COVID-19). CDNA National guidelines for public health units. Current version 2.10, published May 2020.
3. COVID – 19 Corrections Victoria specific document current version selection of PPE for officers
4. Australian Government Department of Health COVID -19 Environmental cleaning and disinfection principles
5. Corrections Victoria documentation including fact sheets, prisoner management and isolation guidelines. Please note that the I had also been involved with the original review of the CV documentation and training of staff working in isolation units
6. Daily cleaning schedules for units
7. G4S cleaning check sheets
8. Touch point cleaning schedules
9. Certificate of currency for food safety standards
10. SDS for cleaning product in use and evidence of TGA approval

COVID -19 specific documents as provided by the Department of Health and Human Services and Daily Alerts as provided by the Chief Health Officer Victoria current version

COVID – 19 specific documents as provided by the Commonwealth current version

COVID – 19 Corrections Victoria specific document current version selection of PPE for officers



Port Phillip Prison Infection Prevention and Control Review

