

Health Protection Surveillance Centre  
Lárionad Fáilte um Chosaint Sláinte

**Healthcare-associated infections & antimicrobial use in long-term care facilities (HALT) 2016**

**Training Day: Lecture 6**  
**Preparing for participation in HALT**

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**Presentation Outline**

- Tips to help you prepare for HALT in your LTCF

Before HALT  
↓  
During HALT  
↓  
After HALT

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**What is my role in HALT?**

- You have been nominated as the local HALT coordinator for your LTCF
- You are responsible for the HALT survey in your LTCF
  - Trained HALT data collector
  - Getting ready for HALT in your LTCF – picking the date, picking your team, planning the schedule, informing the staff and residents
  - Planning and carrying out data collection (with assistance of your colleagues)
  - As the trained HALT data collector, you need to be present on the HALT date(s) in your LTCF and released from usual duties so you have time to perform HALT
  - You will need to show your colleagues how HALT survey is conducted if they are helping you with data collection
  - You will need to make sure that the HALT protocol is followed exactly
  - After all the data is collected, you will need to ensure it is entered into the HALT software and returned to HPSHC by deadline – you will need time to do this

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**I've done my HALT training day**

Before HALT

- Has your LTCF participated in previous HALT surveys?
- How many residents are in your LTCF?
- How many wards/units are in your LTCF?
- What are the needs/levels of dependency of your residents?
- What are your staffing levels like?
- How is the working week usually structured in your LTCF?
- Are there any other events scheduled in your LTCF for May 2016?
- Who is on annual leave in May 2016?

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**Regardless of the size of your LTCF**

Before HALT

- One HPSHC questionnaire per facility – handed in today hopefully! If not, **please return to us within next week**
- One institutional questionnaire per facility
  - Section A
  - Section C
  - Section D
  - Section E

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**HALT 2016: HPSHC Questionnaire**

1. Has your LTCF participated in previous HALT surveys?  
Yes/No

2. How many residents are in your LTCF?  
0-20 / 21-50 / 51-100 / 101-200 / 201-500 / 500+

3. How many wards/units are in your LTCF?  
1 / 2 / 3 / 4 / 5 / 6 / 7 / 8 / 9 / 10 / 11 / 12 / 13 / 14 / 15 / 16 / 17 / 18 / 19 / 20 / 21 / 22 / 23 / 24 / 25 / 26 / 27 / 28 / 29 / 30 / 31 / 32 / 33 / 34 / 35 / 36 / 37 / 38 / 39 / 40 / 41 / 42 / 43 / 44 / 45 / 46 / 47 / 48 / 49 / 50 / 51 / 52 / 53 / 54 / 55 / 56 / 57 / 58 / 59 / 60 / 61 / 62 / 63 / 64 / 65 / 66 / 67 / 68 / 69 / 70 / 71 / 72 / 73 / 74 / 75 / 76 / 77 / 78 / 79 / 80 / 81 / 82 / 83 / 84 / 85 / 86 / 87 / 88 / 89 / 90 / 91 / 92 / 93 / 94 / 95 / 96 / 97 / 98 / 99 / 100

4. What are the needs/levels of dependency of your residents?  
None / Low / Medium / High

5. What are your staffing levels like?  
Low / Medium / High

6. How is the working week usually structured in your LTCF?  
Day / Night / 24 hours

7. Are there any other events scheduled in your LTCF for May 2016?  
Yes / No

8. Who is on annual leave in May 2016?  
None / 1-5 / 6-10 / 11-15 / 16-20 / 21-25 / 26-30 / 31

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## Preparing for HALT

Before HALT

- Set a date(s) for HALT in your LTCF
- As the trained data collector and local HALT contact, **you** need to be available to do the survey
- Do you need help from a colleague?
  - Who would be the best person for the job?
- Arrange to meet your Director of Nursing/LTCF Manager ASAP:
  - To update him/her about what HALT will entail
    - Who is going to collect the data
    - Data collector(s) need to be released from usual duties for duration of collection and data entry
  - To complete the HPSC questionnaire, if not already done
  - To complete the relevant sections of the institutional questionnaire

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## Planning your schedule

Before HALT

- If you feel data collection will take >1 day, make a list of your wards/units
- High-dependency wards will take longer
- Low-dependency wards will be faster
- Mix high and low dependency on same day
- Don't do all of the high dependency wards on same day
- Plan a timetable for HALT
- TAKE YOUR TIME!! – On each ward/unit you will need to complete ward list, review notes of every resident and then move on to resident questionnaires for residents who need one completed**

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## St Elsewhere LTCF: HALT Timetable

Before HALT

DATE	WARD/UNIT NAME	WARD CODE	HALT DATA COLLECTORS
Tuesday May 7 <sup>th</sup>	Lily	A	Mary & Pat
	Fuschia	B	Mary & Pat
	Rose	C	Mary & Pat
Wednesday May 8 <sup>th</sup>	Tulip	D	Mary & Ann
	Crocus	E	Mary & Ann
	Daffodil	F	Mary & Ann
Thursday May 9 <sup>th</sup>	Complete sections B & E of institutional questionnaire		Mary
	HALT data software entry		

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## Communication

Before HALT

- Let your colleagues, medical staff/GPs and residents know about the HALT survey
- Let them know that **you** are the local HALT contact person
- Print off the information leaflets from the HPSC website
- Print off your local HALT timetable and stick it up in the nurses station/coffee room
- Do you have a medical officer/local GP?
  - Would he/she be available to help you with data collection?
  - Would he/she be available to clarify medical queries at the end of a HALT data collection day?

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<p>The national survey of healthcare-associated infection in long term care facilities (HALT) May 2016</p> <p>Information for General Practitioners</p>	<p>The national survey of healthcare-associated infection in long-term care facilities (HALT) May 2016</p> <p>Resident Information Leaflet</p>	<p>The national survey of healthcare-associated infection in long-term care facilities (HALT) May 2016</p> <p>Staff Information Leaflet</p>
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## Communication

Before HALT

- Plan information session(s) for your colleagues and ask your Director of Nursing/Facility Manager & medical officer/local GPs to attend
  - Use the slides from the Powerpoint version of lecture 1: Introduction to HALT
  - Dig out your previous local HALT reports: 2010 and/or 2011 and/or 2013
  - Bring along information leaflets
- If you plan to ask a colleague to help you and he/she has not attended the training day – plan some time to take him/her through the protocol and the forms ahead of the HALT day
- Make sure your colleague is available to help you
- Try out extra case studies 10, 11, 12 if you feel you need more practice and e-mail [HALT@hpsc.ie](mailto:HALT@hpsc.ie) to request the answers

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**Planning for HALT**

**Before HALT**

- Ensure you have your own printed copy of the 2016 HALT protocol Version 1.0
- Ensure you have folder(s) to keep the data collected on each ward/unit separate
- Ensure you have enough printed copies of a ward list – one for each ward/unit in your LTCF
- Ensure you have printed copies of the resident questionnaire – all pages stapled together
  - Estimate you will need 10-15% resident questionnaires
  - 100 residents – print 10 resident questionnaires in the first instance

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**Planning for HALT**

**Before HALT**

- Where are you going to collect and record your information?
  - Ideally a quiet office where you're not interrupted by phone calls and other staff
- Do you have a desk and chair?
- Do you have access to the resident's notes, observation charts, laboratory results?
- Do you need a computer to look up laboratory results or electronic records?

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**During HALT**

**During HALT**

- Start first thing in the morning
- Start in a low dependency area – get used to the ward list and the resident questionnaire
- Schedule rest breaks into your day
- Where you need to complete a resident questionnaire – ensure the resident study number is clearly marked on each page and that it matches the resident study number for that resident on the ward list
- **WRITE CLEARLY!**

RESIDENT STUDY NUMBER

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**During HALT**

**During HALT**

- When a resident questionnaire has been completed – go back and check that the data on the ward list for that resident matches what you have put on the resident questionnaire and update the ward list columns 7 & 8b
- Where a resident had signs and symptoms recorded but did not ultimately meet definition for a confirmed infection – write this on page 1 of the resident questionnaire
- Make sure you have all the information in your folder before leaving the ward/unit
- Keep your folders clearly-marked in a safe place

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**HCAI DEFINITION NOT MET**

FLU diagnosis can be made also outside the flu season

**BUT THE FOLLOWING CRITERIA MUST BE MET:**

Fever (for definition see top of page 8) **AND**

At least three of the following:

- OPI's
- New headache or eye pain
- Myalgias or body aches
- Nausea or loss of appetite
- Sore throat
- New or increased dry cough

**INFECTION CONFIRMATION**

Infection criteria fully met: **INFECTION CONFIRMED (FLU-C)**

Infection treated on HPS day, but no documentation of signs/symptoms: **INFECTION NOT CONFIRMED (p. 11-14)**

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**What if I have a question?**

**During HALT**

1. Check the HALT protocol – it's big for a reason!
2. Check the HPSC HALT website for the Frequently-Asked Questions (FAQ), which we will put up once all training sessions are finished
3. Discuss it with your data collector colleague
4. Discuss it with your Director of Nursing/Manager
5. Discuss it with your medical officer/GP
6. E-mail [HALT@hpsc.ie](mailto:HALT@hpsc.ie)



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**Contact [HALT@hpsc.ie](mailto:HALT@hpsc.ie) if:**

**During HALT**

- Resident with INFECTION CONFIRMED has positive microbiology results and you need help interpreting the report (Refer to the algorithms for guidance and contact us if you're still in difficulty)
- Your resident was discharged from hospital in the past 28 days and has lab-confirmed *C. difficile* infection
  - We will need to know: date of discharge from hospital & date of positive laboratory result
- You think your resident has a surgical site infection
  - We will need to know: Date of HALT survey for the ward, date resident had the surgery, whether or not an implant was inserted at the surgery, what type of SSI you think it is?
- **DON'T BE SHY ABOUT ASKING FOR HELP – THESE BITS ARE TRICKY BUT WILL BE VERY UNCOMMON**





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**Golden Rules**

**During HALT**

- Do not deviate from the definitions in the protocol
- Regardless of clinical impression – a resident will **NOT** have a confirmed HCAI for the HALT survey **UNLESS** the HCAI definition is met
- Do not go back after the date of data collection to get additional information
  - Use the information available to you on the day of data collection only





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**After HALT**

**After HALT**

- Plan to finish your institutional questionnaire sections B & E as soon as possible
- Plan to do your software entry as soon as possible
  - Information still fresh
  - Data easier to find if you have a query on a resident questionnaire
- Remember your **deadline for getting your electronic data entered into software and e-mailed back to HPSC is **May 31<sup>st</sup> 2016****



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**Thank you for your attention!**

**After HALT**

[HALT@hpsc.ie](mailto:HALT@hpsc.ie)