

Dear Coordinator,

The implementation phase which is being monitored and assessed within Work Package 5 of the European Union Network for Patient Safety and Quality of Care (PaSQ) lasts one year (September 2013 – September 2014). The baseline questionnaire was administered in September 2013 and the endline questionnaire will be administered in September 2014.

This **self-assessment tool for the monitoring process** is provided to you, to use it on a voluntary basis between the baseline and the endline questionnaire.

Objective

The aim of the self-assessment tool is, to help you in the ongoing implementation process through supplying a material that will let you be aware of your achievements so far in hand hygiene compliance. The use of the tool is *voluntary* and for your *internal use* only.

Content

When you go through the questions, you probably will remember them. The reason behind is that the contents of the self-assessment tool are derived from the baseline questionnaire. For further background information on this Safe Clinical Practice, please refer to the Tool Box at the following link: www.pasq.eu/Wiki/SCP/WorkPackage5ToolBoxes/HandHygiene.aspx.

Form

This tool is provided to you as a fillable PDF-form. The answers can be completed electronically. The filled forms can be saved on your computer and assigned with the dates. Responding to the questions takes approximately 10 – 15 minutes.

Please do not hesitate to get in touch with your PaSQ National Contact Point (see www.pasq.eu/Contact/NCP.aspx) in case you have any questions.

Level of implementation of the multimodal intervention to increase hand hygiene compliance

a. Which implementation steps have been undertaken so far?

Note for completing:

For each statement, please select the most appropriate option. If the answers vary according to the department, you should tick more than one option; in this case please also tick the answer box in the far right column.

Answer category “partly completed”: An example of “partly completed” for implementation step 1 could be that the coordinator has been named but the deputy has not yet been identified.

	This has not (yet) been planned	This is planned but has not yet been completed	This has been partly completed	This has been fully completed	Please additionally tick this box, if this varies according to the area
1. Key leadership to head the programme (including a coordinator and his/her deputy) has been identified.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. A baseline evaluation ¹ (e.g. of hand hygiene practice, perception, knowledge, and infrastructure) has been conducted.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. After the implementation of the interventions a follow-up evaluation has been conducted to assess the effectiveness of the programme.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. An action plan has been developed to ensure that the multimodal intervention to increase hand hygiene compliance is reviewed on an ongoing basis.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

¹ Please note that the “baseline evaluation” here is not the “baseline questionnaire” which was administered to you in September 2013.

b. To which degree have the components of the multimodal intervention to increase hand hygiene compliance been implemented?

Note for completing:

For each statement, please select the most appropriate option. If the answers vary according to the department, you have to tick more than one option; in this case please also tick the answer box in the far right column.

	Not at all implemented Partly implemented Fully implemented			Please <u>additionally</u> tick this box, if this varies according to the area
1. <i>System change:</i> The necessary infrastructure has been implemented for allowing health care workers to practice hand hygiene (i.e., access to a safe, continuous water supply as well as to soap and towels AND readily-accessible alcohol-based hand rub at the point of care).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. <i>Training/education:</i> Training on the correct procedures, based on the “five moments for hand hygiene” approach, has been provided to the health care workers (e.g. via slide presentations and practical demonstrations of how and when to perform hand hygiene).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. <i>Evaluation and feedback:</i> An evaluation methodology including the provision of performance and results feedback to the staff has been developed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Not at all implemented Partly implemented Fully implemented			Please additionally tick this box, if this varies according to the area
4. <i>Reminders in the workplace:</i> Prompts and reminders for health care workers (e.g. posters) about the importance of hand hygiene and the appropriate indications and procedures for performing it are displayed in the HCO (e.g. in patient rooms; staff areas; outpatient/ambulatory departments).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. <i>Institutional safety climate:</i> Measures for achieving an environment that facilitates awareness-raising about patient safety issues including hand hygiene have been implemented (e.g. letter to encourage commitment and support for the programme to key decision makers within the HCO; publicizing the hand hygiene programme across the HCO).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Qualitative outcomes of implementation

c. For the following statements, please select the most appropriate option according to your current subjective assessment of the implementation of the multimodal intervention for improving hand hygiene compliance.

Note for completing:

Please note that it is sufficient to provide your subjective assessment of these statements when answering this question. It is not essential that you evaluate these statements with instruments, e.g. staff questionnaires.

However, should you have data available which you have collected in a prior evaluation of the practice, you may of course use this to inform your selection of the answers.

	I do not agree	I agree somewhat	I agree	I agree strongly	Not applicable at this time
1. Senior leadership/ management continually demonstrate support for the implementation of the interventions.	<input type="checkbox"/>				
2. The physicians in the areas which have implemented the hand hygiene programme are satisfied with the interventions.	<input type="checkbox"/>				
3. The nurses in the areas which have implemented the hand hygiene programme are satisfied with the interventions.	<input type="checkbox"/>				
4. Areas which have not implemented the hand hygiene programme are intending to implement it as well.	<input type="checkbox"/>				
5. The level of patient involvement relating to the hand hygiene programme is optimal.	<input type="checkbox"/>				

Notes:

Date: