

Global Action in Healthcare Network  
Antimicrobial Resistance Module (GAIHN-AR)  
Infection Prevention and Control (IPC)  
Action Plan Template



## Introduction and Instructions

[GAIHN-AR prevention activities](#) follow a 6–12 month cycle of improvement, consisting of continuous assessments, the development of IPC action plans, and the implementation of practices to address gaps and enhance best IPC practices.

An IPC Action Plan provides a high-level overview of the activities required to correct IPC gaps identified across the three priority domains of [hand hygiene](#), [Contact Precautions](#), and [environmental cleaning](#). A well-designed IPC Action Plan at a minimum includes each IPC activity to be addressed, a timeframe for completion, and a point-of-contact responsible for ensuring the completion of each activity. Additional details can be added to fit healthcare facility (HCF) needs such as listing the required steps for activity implementation as shown in the charts below.

Each HCF can decide how much detail to use when describing the IPC activity. For instance, some HCFs may only provide a brief summary of the activity and leave a more detailed description of how to implement the activity in other written recommendations. Other HCFs may want to describe the activity in more detail within the IPC Action Plan itself.

The IPC actions listed should reflect the gaps found across all practice areas (e.g., unit practices and protocols, supplies and equipment, job aids and reminders, healthcare worker training and education, monitoring and feedback) following an IPC practices assessment. It might be possible to address all of the gaps within a cycle; however, all gaps in IPC practices cannot be addressed at once. Therefore, developing the IPC Action Plan requires prioritizing implementation of each activity based on impact and the effort required. For instance, all activities should be listed with the anticipated start dates. Start dates can be phased in over time based on which activities are the greatest priority (i.e., immediate corrective actions for patient safety). Activities that will take longer to achieve should have earlier start dates.

An IPC Action Plan should be reassessed and updated regularly (e.g., monthly) to ensure implementation of gap mitigation is proceeding as expected. This could include removing activities that have been completed, updating an activity's status if ongoing, or adding new activities for implementation. If an activity is consistently not being completed, it is important to understand why and work with the HCF to reduce the implementation barriers. A more thorough update of the IPC Action Plan may be required any time a new cycle of IPC quality improvement is initiated.

A modifiable version of this IPC action plan template is available upon request so that facilities can adapt it to their own needs. Modifiable versions of IPC practice assessments and their corresponding answer keys may also be requested. Please email CDC's International Infection Control Branch at [iicb@cdc.gov](mailto:iicb@cdc.gov), and we will be happy to share these documents with you.

**Facility name:**

**GAIHN-AR facility ID:**

**Unit name:**

**Date of Action Plan:**

**Name and affiliation of evaluators:**

# Example

IPC Action	Anticipated Start Date	Anticipated End Date	Actual Start Date	Actual End Date	Required Steps	Point of Contact	Status at Follow-up Monitoring
<Hand Hygiene> Place 10 additional alcohol-based hand rub bottles for point of care use on the unit	Sep 2023	Oct 2023			<ul style="list-style-type: none"> <li>■ Obtain approval from leadership</li> <li>■ Submit a request to the procurement department</li> <li>■ Place bottles at point of care</li> </ul>		
<Contact Precautions> Conduct Contact Precautions training for ICU staff	Oct 2023	Nov 2023			<ul style="list-style-type: none"> <li>■ Obtain approval from leadership</li> <li>■ Submit a request to the procurement department</li> <li>■ Create training slides</li> <li>■ Conduct training</li> </ul>		
<Environmental Cleaning> Implement cleaning checklist	Dec 2023	Feb 2024			<ul style="list-style-type: none"> <li>■ Create checklist</li> <li>■ Update cleaning SOP</li> <li>■ Conduct training</li> </ul>		

# IPC Domain: Hand Hygiene

IPC Action	Anticipated Start Date	Anticipated End Date	Actual Start Date	Actual End Date	Required Steps	Point of Contact	Status at Follow-up Monitoring

# IPC Domain: Contact Precautions

IPC Action	Anticipated Start Date	Anticipated End Date	Actual Start Date	Actual End Date	Required Steps	Point of Contact	Status at Follow-up Monitoring

# IPC Domain: Environmental Cleaning

IPC Action	Anticipated Start Date	Anticipated End Date	Actual Start Date	Actual End Date	Required Steps	Point of Contact	Status at Follow-up Monitoring