

# **Announced Care and Variation to Registration Inspection Report 8 September 2020**



## **Knock Dental Surgery**

**Type of Service: Independent Hospital (IH) – Dental Treatment**

**Address: 222 Knock Road, Belfast, BT5 6QD**

**Tel No: 028 9040 1851**

**Inspector: Gerry Colgan**

[www.rqia.org.uk](http://www.rqia.org.uk)

Assurance, Challenge and Improvement in Health and Social Care

It should be noted that this inspection report should not be regarded as a comprehensive review of all strengths and areas for improvement that exist in the service. The findings reported on are those which came to the attention of RQIA during the course of this inspection. The findings contained within this report do not exempt the service from their responsibility for maintaining compliance with legislation, standards and best practice.

## 1.0 What we look for



In respect of dental practices for the 2020/21 inspection year we are moving to a more focused, shorter inspection which will concentrate on the following key patient safety areas:

- management of operations in response to the COVID-19 pandemic;
- management of medical emergencies;
- infection prevention and control (IPC);
- decontamination of reusable dental instruments;
- governance arrangements and review of the report of the visits undertaken by the Registered Provider in line with Regulation 26, where applicable; and
- review of the areas for improvement identified during the previous care inspection (where applicable).

## 2.0 Profile of service

This is a registered dental practice with three registered places. An application to vary the registration of the practice to increase the number of dental chairs from three to four has been submitted to RQIA.

## 3.0 Service details

<b>Organisation/Registered Provider:</b> Knock Dental Surgery  <b>Responsible Individuals:</b> Mrs Marie Johnston Mr John Johnston	<b>Registered Manager:</b> Mrs Marie Johnston
<b>Person in charge at the time of inspection:</b> Mrs Marie Johnston	<b>Date manager registered:</b> 25 August 2011
<b>Categories of care:</b> Independent Hospital (IH) – Dental Treatment	<b>Number of registered places:</b> 3 increasing to 4 following the inspection

## 4.0 Action/enforcement taken following the most recent inspection dated 17 June 2019

The most recent inspection of the establishment was an announced care inspection. No areas for improvement were made during that inspection.

## 4.1 Review of areas for improvement from the last care inspection dated 17 June 2019

There were no areas for improvement made as a result of the last announced care inspection.

## 5.0 Inspection summary

We undertook an announced inspection on 8 September 2020 from 09.45 to 11.45 hours.

This inspection was underpinned by The Health and Personal Social Services (Quality, Improvement and Regulation) (Northern Ireland) Order 2003, The Independent Health Care Regulations (Northern Ireland) 2005, The Regulation and Improvement Authority (Independent Health Care) (Fees and Frequency of Inspections) (Amendment) Regulations (Northern Ireland) 2011 and the Department of Health (DoH) Minimum Standards for Dental Care and Treatment (2011).

This practice was initially registered with Regulation and Quality Improvement Authority (RQIA) on 25 August 2011 as Knock Dental Surgery, with three dental surgeries. A variation to registration application was submitted to RQIA by Mrs Marie Johnston, Responsible Individual. The application was to increase the number of registered dental chairs from three to four.

The purpose of this inspection was to focus on the themes for the 2020/21 inspection year and to review the readiness of the practice for the provision of private dental care and treatment associated with the variation to registration application.

A poster informing patients that an inspection was being conducted was displayed.

We undertook a tour of the premises, met with Mrs Marie Johnston and Mr John Johnston, Responsible Individuals and a dental nurse; reviewed relevant records and documents in relation to the premises and the day to day operation of the practice.

We found evidence of good practice in relation to the the practice's adherence to best practice guidance in relation to COVID-19; the management of medical emergencies; infection prevention and control and decontamination arrangements; and the readiness for the provision of private dental care and treatment in the fourth new dental surgery.

No immediate concerns were identified in relation to delivery of front line patient care.

The variation to registration application to increase the number of registered dental chairs from three to four was approved from a care perspective following this inspection.

Mr Gavin Doherty, RQIA estates inspector, reviewed matters relating to the premises and requested specific documents to be submitted to RQIA. Overall approval of the variation application is also dependent on the estate inspector's assessment and Mrs and Mrs Johnston will be informed in due course.

The findings of the inspection were provided to Mr and Mrs Johnston at the conclusion of the inspection.

## 5.1 Inspection outcome

	Regulations	Standards
Areas for improvement	0	0

This inspection resulted in no areas for improvement being identified. Findings of the inspection were discussed with Mrs Marie Johnston and Mr John Johnston, Responsible Individuals, as part of the inspection process and can be found in the main body of the report.

## 6.0 Inspection findings

### 6.1 Management of operations in response to the COVID-19 pandemic

We discussed the management of operations in response to the COVID-19 pandemic and the application of the Health and Social Care Board (HSCB) operational guidance with Mr and Mrs Johnston. We found that COVID-19 policies and procedures were in place in keeping with best practice guidance.

#### Areas of good practice: Management of operations in response to COVID-19 pandemic

We confirmed the practice had identified a COVID-19 lead; had reviewed and amended policies and procedures in accordance with the HSCB operational guidance to include arrangements to maintain social distancing; prepare staff; implement enhanced infection prevention and control procedures; and the patient pathway.

#### Areas for improvement: Management of operations in response to COVID-19 pandemic

We identified no areas for improvement regarding the management of operations in response to the COVID-19 pandemic.

	Regulations	Standards
Areas for improvement	0	0

### 6.2 Management of medical emergencies

We reviewed the arrangements in place for the management of medicines within the practice to ensure that medicines were safely, securely and effectively managed in compliance with legislative requirements, professional standards and guidelines and we found them to be satisfactory.

We found that medicines were stored safely and securely and in accordance with the manufacturer's instructions. We confirmed that all emergency medicines as specified within the British National Formulary (BNF) for use in the event of a medical emergency in a dental practice were available. We also confirmed that all emergency equipment as recommended by the Resuscitation Council (UK) guidelines were available.

We noted a robust system was in place to ensure that emergency medicines and equipment do not exceed their expiry date and were ready for immediate use in the event of a medical emergency.

We spoke with staff who told us the management of medical emergencies was included in the staff induction programme and that training was updated on an annual basis in keeping with best practice guidance. We reviewed training records and evidenced that staff last completed medical emergency refresher training during November 2019. We found that this training included first aid and scenario-based exercises that simulated medical emergencies that have the potential to occur in a dental practice.

These included; anaphylaxis; asthma; cardiac emergencies; myocardial infarction; epileptic seizures; hypoglycaemia; syncope; choking and aspiration; and adrenaline insufficiency.

Staff who spoke with us demonstrated a good understanding of the actions to be taken in the event of a medical emergency and were able to identify to us the location of medical emergency medicines and equipment. Staff told us that they felt well prepared to manage a medical emergency should this occur.

We were satisfied that sufficient emergency medicines and equipment were in place and staff were well prepared to manage a medical emergency should this occur.

### **Areas of good practice: Management of medical emergencies**

We reviewed the arrangements in respect of the management of a medical emergency and confirmed that the dental practice takes a proactive approach to this key patient safety area. This included ensuring that staff had the knowledge and skills to react to a medical emergency, should it arise.

### **Areas for improvement: Management of medical emergencies**

We identified no areas for improvement regarding the management of medical emergencies.

	<b>Regulations</b>	<b>Standards</b>
<b>Areas for improvement</b>	0	0

## **6.3 Infection prevention and control (IPC)**

We reviewed arrangements in relation to IPC procedures throughout the practice to evidence that the risk of infection transmission to patients, visitors and staff was minimised. We undertook a tour of the new premises and noted that the clinical and decontamination areas were clean, tidy and uncluttered. We found that all areas of the practice were fully equipped to meet the needs of patients.

We reviewed arrangements in regards to the fourth dental surgery. We found the fourth surgery had been completed to a high standard, the flooring in the surgery was impervious and coved where it meets the walls and kicker boards of cabinetry. The new surgery was tidy and uncluttered, cabinetry and work surfaces were intact and easy to clean.

We noted sharps containers were wall mounted and safely positioned to prevent unauthorised access and had been signed and dated on assembly. Staff confirmed during discussion that used sharps boxes will be locked with the integral lock and stored ready for collection away from public access.

A dedicated hand washing basin was available in the dental surgery with adequate supplies of liquid soap, paper towels and disinfectant rub/gel provided. We observed that laminated/wipe-clean posters promoting hand hygiene were on display.

We established that personal protective equipment (PPE) was readily available in keeping with best practice guidance. A higher level of PPE is required when dental treatment using aerosol generating procedures (AGPs) are undertaken including the use of FFP3 masks.

An FFP3 face mask is a respirator mask that covers the mouth and nose of the wearer. The performance of these masks depends on achieving good contact between the wearer's skin and the mask.

The only way to ensure that the FFP3 mask offers the desired level of protection is for the wearer to be fit tested for a particular make and model of the mask. We reviewed the fit testing records and confirmed that the appropriate staff had been fit tested for FFP3 masks.

We confirmed the practice continues to audit compliance with Health Technical Memorandum (HTM) 01-05: Decontamination in primary care dental practices using the Infection Prevention Society (IPS) audit tool. This audit includes key elements of IPC, relevant to dentistry, including the arrangements for environmental cleaning; the use of personal protective equipment; hand hygiene practice; and waste and sharps management.

Staff who spoke with us confirmed that IPS audits were completed in a meaningful manner and the process involved all dental nurses on a rotational basis. Staff told us that the outcome of the audit was discussed during regular staff meetings. Mrs Johnston informed us that should the audit identify areas for improvement, an action plan would be generated to address the issues identified and that the IPS audit will be completed every six months.

We confirmed that arrangements were in place to ensure that staff received IPC and COVID-19 training commensurate with their roles and responsibilities. Staff who spoke with us demonstrated good knowledge and understanding of IPC procedures.

#### **Areas of good practice: Infection prevention and control**

We reviewed the current arrangements with respect to infection prevention and control practice and evidenced good practice that was being actively reviewed.

#### **Areas for improvement: Infection prevention and control**

We identified no areas for improvement regarding infection prevention and control.

	Regulations	Standards
Areas for improvement	0	0

### **6.4 Decontamination of reusable dental instruments**

We observed a decontamination room separate from patient treatment areas and dedicated to the decontamination process was available. We evidenced the decontamination room facilitated the flow from dirty through to clean areas for the cleaning and sterilising of reusable instruments.

We found arrangements were in place to ensure staff received training in respect to the decontamination of reusable dental instruments commensurate with their roles and responsibilities. Staff told us that there were sufficient dental instruments to meet the demands of the fourth dental surgery and that additional instruments will be provided should this need be identified in the future.

We confirmed that the processes regarding the decontamination of reusable dental instruments were being audited in line with the best practice outlined in HTM 01-05 using the IPS audit tool. We reviewed the most recent IPS audit, completed during July 2020 and found that the audit had been completed in a meaningful manner and had identified areas of good practice.

We found that appropriate equipment, including a washer disinfector, two steam sterilisers and a DAC Universal had been provided to meet the requirements of the practice. We established that equipment used in the decontamination process had been appropriately validated and inspected in keeping with the written scheme of examination. Equipment logbooks evidenced that periodic tests were undertaken and recorded in keeping with HTM 01-05.

We found staff were aware of what equipment, used by the practice, should be treated as single use and what equipment was suitable for decontamination. We confirmed that single use devices were only used for single-treatment episodes and were disposed of following use.

A review of current practice evidenced that arrangements were in place to ensure that reusable dental instruments were appropriately cleaned, sterilised and stored following use in keeping with the best practice guidance outlined in HTM 01-05.

### **Areas of good practice: Decontamination of reusable dental instruments**

We found the current arrangements evidenced that best practice, as outlined in HTM 01-05, was being achieved in respect of the decontamination of reusable dental instruments. This included proactively auditing practice, taking action when issues were identified and ensuring staff had the knowledge and skills to ensure standards were maintained.

### **Areas for improvement: Decontamination of reusable dental instruments**

We identified no areas for improvement regarding the decontamination of reusable dental instruments.

	Regulations	Standards
<b>Areas for improvement</b>	0	0

## **6.5 Radiology and radiation safety**

We examined the arrangements in relation to the new intra-oral x-ray machine installed in the new surgery.

We found a dedicated radiation protection file containing the relevant local rules, employer's procedures and other additional information was retained. We evidenced the file had been updated in respect of the new x-ray machine and records had been signed by all staff to confirm they had read the contents.

We confirmed that staff have been authorised by the radiation protection supervisor (RPS) for their relevant duties and have received local training in relation to these duties.

We evidenced that Radiation Protection Advisor (RPA and Medical Physics Expert (MPE) had been appointed to the practice.

We confirmed a critical examination of the new x-ray machine had been undertaken by the appointed RPA and any recommendations made have been addressed. The local rules were on display and were signed by staff to confirm they have read and understood these.

### 6.6 Visits by the Registered Provider (Regulation 26)

Where the business entity operating a dental practice is a corporate body or partnership or an individual owner who is not in day to day management of the practice, unannounced quality monitoring visits by the Registered Provider must be undertaken and documented every six months; as required by Regulation 26 of The Independent Health Care Regulations (Northern Ireland) 2005. We established that Mrs Johnston was in day to day charge of the practice, therefore the unannounced quality monitoring visits by the Registered Provider were not applicable.

	Regulations	Standards
Areas for improvement	0	0

### 6.7 Equality data

We discussed the arrangements in place regarding the equality of opportunity for patients and the importance of staff being aware of equality legislation and recognising and responding to the diverse needs of patients. Mrs Johnston told us that equality data collected was managed in line with best practice.

### 6.8 Patient and staff views

The practice distributed questionnaires to patients on our behalf and one patient submitted a response to RQIA. This patient felt their care was safe and effective, was treated with compassion and that the service was well led. The patient indicated that they were very satisfied with each of these areas. No comments were included in the submitted questionnaire response.

We found six staff submitted questionnaire responses to RQIA. We found these staff felt patient care was safe, effective, that patients were treated with compassion and that the service was well led. All staff indicated that they were very satisfied with each of these areas of patient care.

Comments included in in submitted questionnaire responses are as follows:

- “I feel safe and happy with the new cleaning arrangements in the practice”.
- “I feel that the practice owners have worked hard to get the practice going again after lockdown”.

### 6.9 Conclusion

The variation to the registration in regards to the increase in dental chairs from three to four was approved, by the care inspector, following this inspection.

**6.10 Total number of areas for improvement**

	Regulations	Standards
Total number of areas for improvement	0	0

**7.0 Quality improvement plan (QIP)**

We identified no areas for improvement and a quality improvement plan QIP is not required or included, as part of this inspection report.



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