



Annual Training for Cosmetic Surgery Administrative Staff

Syllabus

Section 1 – Routine Practices

Module 1 - Introduction to Routine Practices

Overview:

This module introduces the foundation of infection prevention in cosmetic settings—Routine Practices. It explores how infections spread, explains the Chain of Transmission, and identifies practical ways to break the chain through standard preventative measures.

Learning Objectives:

By the end of this module, learners will be able to:

1. Define Routine Practices and explain their purpose in the cosmetic setting.
2. Identify the components of the Chain of Transmission and types of transmission.
3. Describe how Routine Practices help break the Chain of Transmission.

Module Outline

1. What are Routine Practices?
2. Routine Practices Preventative Measures
3. Purpose of Routine Practices
4. Transmission
5. Chain of Transmission
 - a. Infectious Agent
 - i. Bacteria
 - ii. Viruses
 - iii. Fungi
 - iv. Parasites
 - b. Reservoir
 - c. Portal of Exit
 - d. Mode of Transmission
 - e. Portal of Entry
 - f. Susceptible Host
6. Contact Transmission
7. Droplet Transmission
8. Airborne Transmission
9. Breaking the Chain

Module 2 – Risk Assessment

Overview:

This module outlines how risk assessments are essential for infection prevention and control in cosmetic settings. It covers both organizational and personal risk assessments, highlighting the importance of environmental, administrative, and personal controls. Learners will also explore routine screening practices and considerations.

Learning Objectives:

By the end of this module, learners will be able to:

1. Differentiate between organizational and personal risk assessments.
2. Identify key controls used to minimize infection risk.
3. Recognize the importance of routine risk assessment.

Module Outline

1. Type of Risk Assessment
2. Organizational Risk Assessment
 - a. Non-Organizational Risk Assessment
 - b. Environmental Controls
 - c. Administrative Controls
 - d. Personal Controls
3. Personal Risk Assessment
 - a. Task Risk
 - b. Interaction Risk
 - c. Controls in Place
4. Risk Assessments as Routine

Module 3 – Hand Hygiene

Overview:

This module highlights the critical role of hand hygiene in preventing infection transmission in cosmetic settings. It covers the key moments, methods, and techniques for effective hand hygiene, as well as the importance of hand care, patient engagement, and administrative controls.

Learning Objectives:

By the end of this module, learners will be able to:

1. Identify the Four Moments of Hand Hygiene and appropriate hand hygiene methods.
2. Demonstrate correct hand hygiene techniques using hand rub and handwashing.
3. Recognize factors that impact hand hygiene, such as adornments, hand integrity, and care.

Module Outline

1. Four Moments of Hand Hygiene
 - a. Other Moments of Hand Hygiene
2. Methods of Hand Hygiene
3. Technique of Hand Hygiene
4. Timing
5. Hand Rub (ABHR)
 - a. Benefits of ABHR
6. Hand Washing
 - a. Method of Handwash
7. Hand Adornments
8. Hand Integrity
9. Hand Care
10. Patient Engagement
11. Administrative Controls

Module 4 – Personal Protective Equipment

Overview:

This module focuses on the correct use of Personal Protective Equipment (PPE) in cosmetic settings. It outlines different types of PPE, how to put on and remove them properly.

Learning Objectives:

By the end of this module, learners will be able to:

1. Identify the types of PPE used in cosmetic settings and their specific purposes.
2. Demonstrate proper donning and doffing techniques.

Module Outline

1. PPE
 - a. Gloves
 - b. Gowns
 - c. Facial Protection
 - d. Masks
 - e. N95 Respirators
 - f. Eye Protection
2. Donning and Doffing

Section 2 – Environmental Cleaning

Module 1 – Cleaning Methodology

Overview

This module introduces healthcare staff in cosmetic settings to evidence-based cleaning practices essential for preventing the spread of infections. Learners will explore the different levels of cleaning, appropriate procedures for various clinical and non-clinical areas, and the importance of maintaining hygiene between patient visits. The module also covers end-of-day cleaning, contact times, and the use of disposable coverings and disinfectants, ensuring staff are equipped to uphold safe, sanitary environments for clients and co-workers.

Learning Objectives

1. Describe the various levels of cleaning used in healthcare environments.
2. Identify proper cleaning protocols for public and patient care areas in cosmetic settings.
3. Explain the correct sequence and procedures for cleaning and disinfection.
4. Recall best practices for disinfection between patients, including the use of disposable coverings and contact times.
5. Recognize the importance of scheduled and end-of-day cleaning routines for infection prevention and control.

Module Outline

1. Levels of Cleaning
2. Public Areas
3. Patient Care Areas
4. Additional Cleaning Measures
5. Cleaning Procedure
6. Cleaning Sequence
7. Contact Times
8. Disinfection Between Patients
9. Patient Care Areas Between Patients
10. Disposable Coverings
11. Toys
12. End of Day Cleaning
13. Washrooms

Module 2 – Managing Waste

Overview:

This module outlines standardized cleaning practices for cosmetic settings. It covers levels of cleaning, specific procedures for various areas, disinfection between patients, and the importance of maintaining a routine cleaning schedule to ensure a safe environment.

Learning Objectives:

By the end of this module, learners will be able to:

1. Identify levels of cleaning and appropriate procedures for different cosmetic care areas.
2. Follow correct cleaning sequences and understand required contact times.
3. Apply consistent cleaning practices between patients, at the end of the day, and on a scheduled basis.

Module Outline

1. Blood & Body Fluid Spill Cleaning
2. Chemicals
3. Linen Management
4. Waste Management
5. Environmental Cleaning – Auditing

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