**Process for the Management of Infection Incidents or Outbreaks**

**GREEN**
- Use the **DEFINITIONS** to confirm incident/outbreak
- **PAG** – complete template and return to IPC SMT and group if applicable.
- If **IMT** – inform IPC SMT of GREEN status and send Action Plan to IPC SMT

**AMBER/RED IMT**
- Chair appointed who will determine membership
- Suggested **DRAFT AGENDA** and **ROLLING ACTIONS** templates

**ICD/CPHM** will use **HIIAT** to determine if a PAG or IMT* is required

**IMT**
- Complete **HIIORT** at least weekly
- Update press statement
- Update rolling action list / minute
- Update e-mail to GGC as defined by communications section of agenda

**OUTBREAK REPORT**
- completed and sent to IMT for comment before being submitted to BICC and relevant Directorate/ Sector / HSCP committees

**Hot DEBRIEF** to be completed and sent to members of the IMT, members of Directorate / Sector / HSCP / SMT and IPC SMT.
- Hot DEBRIEF will be sent to IPC committees and included in the Directors Wednesday Report. Chair of IMT will decide if a full outbreak report is required.

- **IMT** will be convened for both infection incidents and outbreaks of infection.
- “HAI deaths which post an acute and serious public health risk”, must be reported to the Procurator Fiscal. Please refer to SGHD/CMO (2014)27.