



Infection Control Practitioners Association of Queensland

Strategic Plan 2006 – 2008

The Infection Control Practitioners Association of Queensland Inc (ICPAQ) was established in 1984 to serve as a forum for sharing knowledge and experience in all aspects of infection prevention and control.

ICPAQ is non-profit voluntary professional association consisting of individuals who are committed to the development, maintenance and improvement of the principles and practice of infection control through education, communication, research and wherever possible, standardisation.

The ICPAQ Management Committee is committed to the ongoing development and evaluation of the activities of the Association and strategic planning is central to this process.

The purpose of this document is to present the two-year Strategic Plan for ICPAQ providing coverage from October 2006 to October 2008. It is intended that this document will be revised as required, to reflect any significant change in direction or status of the Association. The document will be completely redeveloped and reissued on completion of the strategic planning period in October 2008.

ICPAQ's Purpose

- **Provide a Profile for Infection Prevention and Control in Queensland**
- **Represent the Interests of Our Members**
- **Facilitate Best Practice Through Education and Networking**

Priorities

- 1. Enhance videoconferencing forums**
- 2. Review format of General Meetings and education sessions**
- 3. Review the Rules of ICPAQ and finalise Operational Guidelines**
- 4. Develop a Resource Pack to replace the Starter Kit**
- 5. Develop feedback mechanisms to identify member needs**
- 6. Establish a process for determining why people exit the Association**

Purpose 1: Provide a Profile for Infection Prevention and Control in Queensland	
Strategy	Tasks
Review the Role of the ICPAQ Public Relations Officer	<ul style="list-style-type: none"> • Review and enhance existing role description
Establish an Education Officer Portfolio	<ul style="list-style-type: none"> • Develop an Education Plan and implement priorities
Purpose 2: Represent the Interests of Our Members	
Strategy	Tasks
Review ICPAQ Rules and Finalise Operational Guidelines	<u>Rules</u> <ul style="list-style-type: none"> • Seek legal advice regarding changes to rules under the Incorporation Act <u>Operational Guidelines</u> <ul style="list-style-type: none"> • Update and finalise draft Operational Guidelines
Develop Feedback Mechanisms to Identify Member Needs	<ul style="list-style-type: none"> • Canvas the members through the renewal process, targeting specific specialties • Utilise website with a view to expand website functions to allow for an automated feedback function • Source ideas from members prior to forums, education sessions and meetings
Establish a Process for Determining Reasons for Member Non-renewal	<ul style="list-style-type: none"> • Contact members who fail to renew membership through a telephone interview to capture reasons for non-renewal • Information collected will be utilised to develop further strategies

Purpose 3: Facilitate Best Practice Through Education and Networking	
Strategy	Tasks
Develop a Communication Plan	<ul style="list-style-type: none"> • Identify key stakeholders • Identify communication tools
Review Format of General Meetings and Education Sessions	<ul style="list-style-type: none"> • Identify options for conduct of meetings including educational formats • Enhance videoconferencing opportunities for non-metropolitan members
Facilitate a Successful Bi-annual State Conference	<ul style="list-style-type: none"> • Develop terms of reference for the conference organising committee • Develop a sponsorship package to secure medical industry support • Provide an opportunity for members to present through poster and oral presentations • Provide evaluations to collect feedback from members
Develop a Resource Pack (CD) to Replace Starter Kit	<ul style="list-style-type: none"> • Gather material required and distribute • Appoint responsible person to keep current and check 6 monthly
Assist Members to Undertake AICA Credentialling Process	<ul style="list-style-type: none"> • Develop resources to assist members • Promote AICA credentialling • Influence AICA to develop benefits of credentialling