



Term	Definition
Administrative Controls	Measures put in place to reduce the risk of infection to staff or to clients/patients/residents (e.g., infection prevention and control policies/ procedures, education/ training).
Chain of Transmission	A model used to understand the infection process.
Cleaning	The physical removal of foreign material (e.g., dust, soil) and organic material (e.g., blood, secretions, excretions, microorganisms). Cleaning physically removes rather than kills microorganisms. It is accomplished with water, detergents and mechanical action.
Client/Patient/Resident	Any person receiving care within a health care setting.
Disinfection	The inactivation of disease-producing microorganisms. Disinfection does not destroy bacterial spores. Medical equipment/devices must be cleaned thoroughly before effective disinfection can take place.
Fit-Test	A qualitative or quantitative method to evaluate the fit of a specific make, model and size of respirator on an individual. Fit-testing must be done periodically, at least every two years and whenever there is a change in respirator face piece or the user's physical condition which could affect the respirator fit.
Hand Hygiene	A general term referring to any action of hand cleaning. Hand hygiene relates to the removal of visible soil and removal or killing of transient microorganisms from the hands. Hand hygiene may be accomplished using soap and running water or an alcohol-based hand rub.
Health Care Provider	Any person delivering care to a client/patient/resident. This includes, but is not limited to, the following: emergency service workers, physicians, dentists, nurses, respiratory therapists and other health professionals, personal support workers, clinical instructors, students and home health care workers. In some non-acute settings, volunteers might provide care and would be included as health care providers. See also, Staff.
Health Care Setting	Any location where health care is provided, including settings where emergency care is provided, hospitals, complex continuing care, rehabilitation hospitals, long-term care homes, mental health facilities, outpatient clinics, community health centres and clinics, physician offices, dental offices, offices of other health professionals and home health care.







Term	Definition
Infection	The entry and multiplication of an infectious agent in the tissues of the host. Asymptomatic or sub-clinical infection is an infectious process running a course similar to that of clinical disease but below the threshold of clinical symptoms. Symptomatic or clinical infection is one resulting in clinical signs and symptoms (disease).
Infection Prevention and Control (IPAC)	Evidence-based practices and procedures that, when applied consistently in health care settings, can prevent or reduce the risk of transmission of microorganisms to health care providers, other clients/patients/residents and visitors.
Infectious Agent	A microorganism (e.g., a bacterium, fungus or virus) that is capable of invading body tissues and multiplying.
N95 Respirator	A personal protective device that is worn on the face and covers the nose and mouth to reduce the wearer's risk of inhaling airborne particles. A NIOSH-certified respirator has a filter efficiency of 95% or more for particles that are 0.3 microns or larger in size and provides a tight facial seal with less than 10% leak.
Personal Protective Equipment (PPE)	Clothing or equipment worn for protection against hazards.
Point-of-Care	The place where three elements occur together: the client/patient/resident, the health care provider, and care or treatment involving client/patient/resident contact.
Respiratory Etiquette	Personal practices that help prevent the spread of bacteria and viruses that cause acute respiratory infections (e.g., covering the mouth when coughing, care when disposing of tissues).
Risk Assessment	An evaluation of the interaction of the health care provider, the client/patient/resident and the client/patient/resident environment to assess and analyze the potential for exposure to infectious disease.
Routine Practices (RP)	The system of infection prevention and control practices recommended by the Public Health Agency of Canada to be used with all clients/patients/residents during all care to prevent and control transmission of microorganisms in all health care settings.



Administrative Controls Glossary of Terms





Term	Definition
Seal-Check	A procedure that the health care provider must perform each time an N95 respirator is worn to ensure it fits the wearer's face correctly to provide adequate respiratory protection. The health care provider must receive training on how to perform a seal-check correctly.
Sharps	Objects capable of causing punctures or cuts (e.g., needles, syringes, blades, clinical glass).
Staff	Anyone conducting activities in settings where health care is provided, including but not limited to, health care providers. See also, Health Care Providers.