



LEGIONELLA MANAGEMENT PROCEDURE

1. Guiding Principles

WA Country Health Service (WACHS) recognises that the health and safety of all persons working in or using any of its facilities is of primary importance. The management of appropriate water safety practices is one of the highest priorities. WACHS acknowledges its obligations by working within the [Health Services Act 2016](#), [Public Health Policy Framework](#), [Occupational Safety and Health Act \(1984\)](#); as well as the relevant legislated Australian Standards AS/NZS 3666.2-2011 Air-handling and water systems of buildings-Microbiological Control-Operation and Maintenance - [ED-CO-21-484213](#); AS/NZS 3666.3-2011 Air-handling and water systems of buildings- Microbiological Control-Part 3 Performance based maintenance of cooling water systems and associated regulations - [ED-CO-21-484220](#) and all other associated Standards.

2. Procedure

2.1 Purpose

The purpose of this procedure is to provide guidance to all WACHS employees and/or contractors in the management of water testing, facilitating safe work practices and effective water management.

By adopting a risk-based approach, it ensures water testing and critical controls are in place to minimise and eliminate any potential legionella risk outlined in (enHealth 2015) [Guidelines for Legionella-control in the operation and maintenance of drinking water distribution systems in health and aged care facilities](#)

Cognisant of WACHS geographical location, weather, and the design of hydraulic systems of each site, water testing frequencies may vary across regions, however the compliance benchmark stated in AS/NZS3666.2–2011 and AS/NZS3666.3-2011 Australian standards is to be performed.

This Procedure is underpinned by [WACHS Legionella Management Guideline](#).

2.2 Standard Water Testing Processes

Although as previously stated, water testing frequencies vary across regions, the safe water testing processes should be consistent. As a result, this document differentiates between generic process (all regions) and region-specific process.

i) Generic processes

Step	Required Action
1	<p>Create a PPM in Agility System to include:</p> <ul style="list-style-type: none"> Frequency of the water testing Clear step by step instructions indicating how the testing is to be performed, what is to occur once the testing/sample has been taken; The above should be noted in the Route Sheet tab
2	Notify Clinical Staff/NUM of the intended date, times, location of the testing (if required)
3	Appropriate PPE is to be worn prior to ALL testing
4	<p>Testing process and labelled as follows:</p> <ul style="list-style-type: none"> Use sampling container; Name of organisation that has taken the sample (e.g., WACHS or contractor) Date and time of the sampling Specify the type of tests conducted
5	Send to respective Lab for analysis
6	<p>Once sample test returned, WACHS to:</p> <ul style="list-style-type: none"> Review result and take appropriate action Negative = Acceptable range – no action required Store TEST Results in TRIM and attach link to Agility PPM, OR Save test results in Agility work order and TRIM <p>Alternatively:</p> <ul style="list-style-type: none"> Positive result = Unacceptable test – remedial action to be applied. RETEST water and send sample for analysis; Negative result = No further action required 2nd positive result: Deemed as “out of range”, is to be referred to the Infection, Prevention & Clinical CNS in the region, who will table this as an action at the regional IP&C committee meetings, Note: All actions taken are to be clearly documented in the plan and agility. Infection Prevention Committee will provide Actions to be followed by Facilities Maintenance team. In all instances, Test results are to be entered updated in the Agility PPM “Reading” Tab

ii) Region specific

Region	Region specific process	Testing Frequency	Testing process
South West	LRMP – Busselton Health Campus- ED-CO-21-486584	Appendices 18-24 Coastal – Annually – all sites; Inland – 3monthly-all sites	S4- Legionella Risk Management Procedure (LRMP)
Kimberley	Standard Operating Procedures: <ul style="list-style-type: none"> Kununurra Hospital ED-CO-21-486384 Wyndham- ED-CO-21-486379 Halls Creek - ED-CO-21-486369 Kununurra Renal-Short Stay - ED-CO-21-484230 	Monthly	Refer SOP's
Great Southern	EAWAMS Testing Procedure	Annual	Refer EAWAMS
Midwest	Instructions – Agility PPM	Monthly – Every site	Agility work order instructions
Goldfields	Instructions - Agility PPM	Monthly – Kalgoorlie & Esperance, since they have cooling towers and closed loop circuits.	Agility work order instructions
Pilbara	Instructions – Agility PPM	Half yearly – Every site	Agility work order instructions
Wheatbelt	LRMP – Northam Hospital- ED-CO-21-486630 LRMP-Narrogin Hospital- ED-CO-21-486665 Instructions – Agility PPM	Half yearly	Agility work order instructions and LRMP documents

3. Definitions

Agility	Asset Management System used by WACHS
ISAC	Infrastructure Safety Advisory Committee
LRMP	Legionella Risk Management Plan
NUM	Nurse Unit Manager
Persons	Patients, Contractors, Visitors, Staff, Public
PPM	Planned Preventative Maintenance
WACHS	WA Country Health Services

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4. Roles and Responsibilities

Roles and Responsibilities differ across each region and is referenced in the respective Legionella Management Plans.

All Staff are responsible for safe work practices are safe water quality management.

The establishment of a WACHS Safety Advisory Committee will have oversight and governance of the Water Management Framework ensuring compliance is maintained.

5. Compliance

This procedure is to maintain compliance within the scope of [enHealth Guidelines- Legionella-control](#) and the Failure to comply with this procedure may constitute a breach of the WA Health Code of Conduct (Code). The Code is part of the [Integrity Policy Framework](#) issued pursuant to section 26 of the [Health Services Act 2016](#) (WA) and is binding on all WACHS staff which for this purpose includes trainees, students, volunteers, researchers, contractors for service (including all visiting health professionals and agency staff) and persons delivering training or education within WACHS. WACHS staff are reminded that compliance with all policies is mandatory.

6. Records Management

All WACHS corporate records must be stored in the approved Electronic Documents and Records Management System.

[Records Management Policy](#)

7. Evaluation

Monitoring of compliance with this document is to be carried out annually, by WACHS Central Office, Infrastructure Safety and Advisory Committee Asset Management/Infrastructure team and tabled at the Infrastructure Safety and Advisory Committee meeting for discussion, using the following means or tools:

- Review and assess Legionella Testing spreadsheet for currency
- Assess Agility PPM's (sample testing)
- Review all associated documentation
- Table findings at ISAC and IPC meeting every 6months and 12months respectively

8. Standards

Australian Standards of AS/NZS3666.2–2011

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Australian Standards of AS/NZS3666.3–2011

[National Safety and Quality Health Service Standards \(NSQHS 2nd Edition\)](#): 1.29(a, b), 2.6, 3.12(a, b, c)

9. Legislation

[Occupational Safety and Health Act \(1984\)](#)

[Health Services Act 2016](#).

10. References

[Guidelines-Legionella-control.pdf \(health.gov.au\)](#)

11. Forms

Nil

12. Related Policy Documents

[WACHS Legionella Management Guideline](#)

13. Related WA Health System Policies

[West Australian Health Facility Guidelines for Engineering Services 2006](#)
[enHealth Guidelines-Legionella-control](#)

14. Policy Framework

[Public Health Policy-frameworks](#)

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