**Surgical Site Infection Protocol**

**MONTH 1 (admission month)**

List of patients (RI sheets) operated on in month 1 to be put in folder for contacting in month 4 if response not received.

**MONTH 2**

Surveys sent to inpatients from the previous month (month 1) on the last day of the current month (month 2) to capture data at least 30 days post operatively.

**MONTH 3**

Returns arrive towards end of subsequent month (month 3) and are put onto Database

As the SSI forms are returned, RI forms are discarded and SSI data is uploaded.

**MONTH 4**

Three phone calls to be made to non-responders during month 4.

By end of month 4 all patient records to be marked as ‘complete’ on database

Final dataset uploaded onto Trust Intranet by end month 4.

DG/AP June 2014