



Legionella Management Guideline

1. Guiding Principles

WA Country Health Services recognise the responsibility to provide a safe environment for all persons visiting, working or staying at all WACHS Health services which include WACHS hospitals, smaller health centres, Nursing posts, Indigenous Health, Population Health, Community Health, Mental Health, Aged Care services and Renal hostels. A key component of providing a safe environment is the provision of Safe Water Systems. As a result, WACHS has implemented a robust Water Quality Management Framework to manage all water systems across 7 regions.

This Guideline outlines best practice and serves as a framework for consideration by all regions when designing site specific LRMP's, SOP's and internal process documents, as these need to be proportionate to their identified risks and aligned to the operational practices.

It is suggested that across all regions, each facility is required to have the following documents (at a minimum):

WACHS Facility	Required Documents
Hospitals	Legionella Risk Management Plan (LRMP)
	HAZID Risk register
	Legionella response protocols
	Legionella Monitoring Program
	Procedures/SOP's
	Agility System + Maintenance Task List
Smaller health centers, Nursing posts, Indigenous Health, Population Health, Community Health, Mental Health, Aged Care Facilities and Renal hostels. ,	HAZID Risk Register
	Legionella response protocols
	Legionella Monitoring Program
	Procedures/SOP's/work Instructions
	Agility System and Maintenance Task List

Note: All maintenance tasks are to be recorded, measured and reported in the Agility System by raising a Work Task, as indicated in [WACHS Legionella Management Procedure](#).

This document which overarches site specific Legionella Risk Management Plans (LRMP) and is underpinned by [WACHS Legionella Management Procedure](#), ensuring robust processes are implemented.

The management of appropriate water safety practices is one of the highest priorities. WACHS acknowledges its obligations by working within [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.

Across WACHS, occupational safety and health concerns are of paramount importance and a Safety Governance committee known as the Infrastructure Safety Advisory Committee (ISAC) has been established to ensure that all WACHS sites meet the compliance, governance and risk requirements of legislated Australian Standards, Health standards and all other governance and compliance requirements. ISAC membership consists of Subject Matter Experts (SMEs) from OSH, Infection Prevention and Control (IPC), Clinical, Infrastructure, Regional Management Infrastructure and Support Services (ReMISS), Integrity, Procurement, Finance and another other directorates as and when required. Meetings are convened by WACHS Infrastructure who will extend invitations to SME's based on the agenda items.

Bi-annually, ISAC will endorse the Legionella Management Guideline, ensuring compliance is maintained, process documents and records are up to date. Once endorsed, submission to Executive Director is to be made.

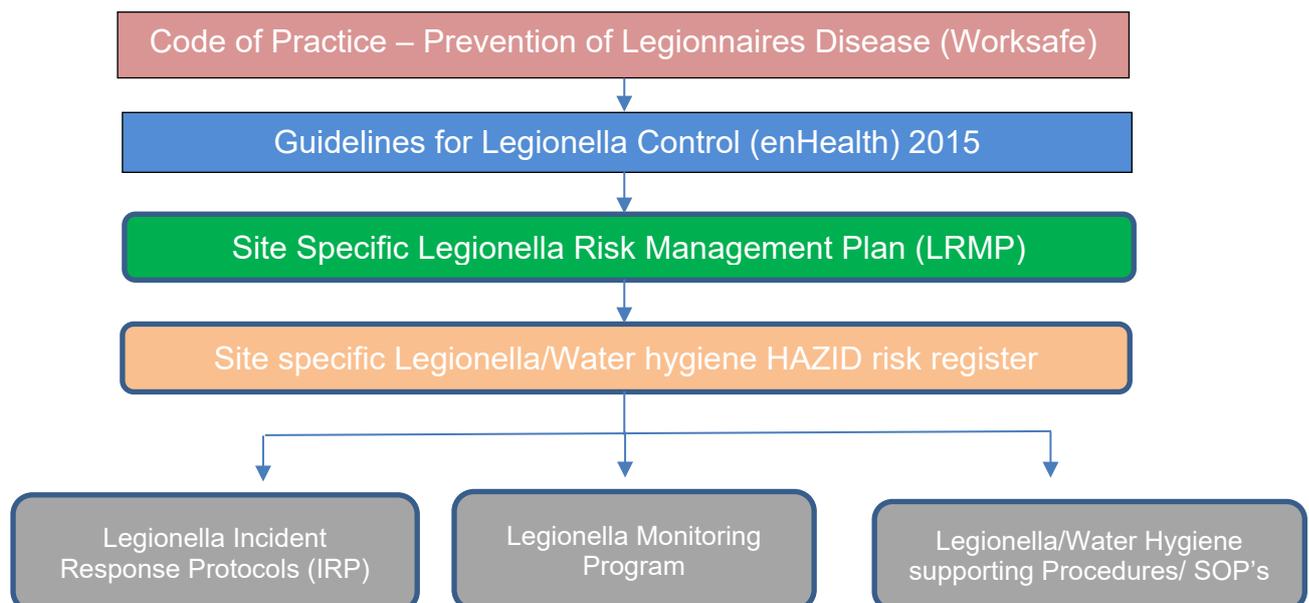


Figure 1: WACHS Legionella document Hierarchy

2. Guideline

By virtue of WACHS geographical and ecological variations, hydraulic systems designs, water distribution systems, plumbing systems, hot and warm water systems, cold water systems, equipment and installations (such as irrigation systems, showers, ice machines and water coolers), water testing frequencies will vary across regions as the risks vary. Compliance standards indicated in Australian Standards AS/NZS 3666.2-2011 Air-handling and water systems of buildings-Microbiological Control-Operation and Maintenance - [ED-CO-21-484213](#); and 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, at a minimum, are to be met.

This Guideline outlines best practice and serves as a framework for consideration by all regions when designing LRMP's, SOP's, Process documents, as these need to be proportionate to their identified risks and aligned to the operational practices. Fundamentally it is essential that risks are identified, analysed; management processes implemented to minimise the risk with a view of ultimate mitigation.

As a guide, the below generic templates are to be considered when designing working and source documents when designing LRMP's, SOP's, Work Instructions/processes, to suit each facility. This is due to variations in water systems and testing frequencies based on hazards and risk assessments.

Number	Name	Template	Description
1	National Risk Management Plan	ED-CO-21-484227	Legionella Risk Management Plan (LRMP) Template
2	Guidelines for Legionella Control in operation & maintenance of water distribution systems in health and aged care facilities(enHealth)	www.health.gov.au	Source Information to be considered when developing LRMP
3	Standard Operating Procedures	ED-CO-21-486384	Sample SOP
4	Water Management Procedure- Legionella	Legionella Management Procedure	Legionella procedure document
5	Code of Practice– Prevention and control of Legionnaires Disease	Prevention and control of Legionnaires' disease - code of practice	Code of Practice (WHS Policy)
6	Legionella Testing Matrix	ED-CO-21-488748	Annual reporting compliance schedule

Printed or saved electronic copies of this policy document are considered uncontrolled. Always source the current version from [WACHS HealthPoint Policies](#).

3. Definitions

LRMP	Legionella Risk Management Plan
Responsible person	Nominated person who is responsible for taking the samples (e.g. Plumber/Handyperson)
SOP	Standard Operating Procedure
IPC	Infection Prevention and Control
ISAC	Infrastructure Safety Advisory Committee

4. Roles and Responsibilities

All Staff are required to work within policies and guidelines to make sure that WACHS is a safe, equitable and positive place to be.

Listed below is a hierarchal list of roles and responsibilities who are directly/indirectly responsible for effecting the implementation of water management across all WACHS as a Health Service Provider.

Chief Executive	Responsible for ensuring that all WACHS Sites meet compliance of all Health Guidelines and relevant Australian Standards.
Executive Director	Responsible for ensuring that all process and procedure documentation.
IP& M Clinician	Infection, Prevention & Maintenance Clinician, escalation point for Infrastructure Responsible person. Manage Legionella testing process and will alert relevant Health Authorities.
Infrastructure Responsible person- Plumber/Handyperson	Responsible for taking samples, labelling the container, accordingly submitting to Laboratory for testing.
ISAC	Infrastructure Safety Advisory Committee- responsible for Compliance, review and endorsement of Legionella Management Guide
Path-west Laboratories	Responsible for testing water samples and providing test results
Regional Managers	Responsible for ensuring that all sites meet compliance and that all processes and procedures are followed.

5. Compliance

This guideline is a mandatory requirement under the 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.

Failure to comply with this policy document 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 reviewed at least every 2 years. However, should the need arise, a review may be conducted earlier.

Review process:

- (i) Central Office, Infrastructure- Asset Manager – review and track changes;
- (ii) Infrastructure Safety Advisory Committee (ISAC) – review changes and endorse document for Executive Director approval;
- (iii) Executive Director - approval and signoff.
- (iv) The revision shall consider the following factors and may include all associated documents as tabled in this Guide:
 - the effectiveness of the Legionella control program
 - changes to the ISAC membership.
 - changes to water systems and equipment – LRMP to be updated.
 - changes in water quality - review LRMP, propose changes
 - changes to work practices – review SOP, Work Instructions,

Procedures

- significant changes in local environmental conditions e.g. significant construction works commenced in the vicinity – review LRMP
- significant concern relating to Legionella control and exposure
- changes to regulatory or internal requirements – review LRMP
- other changes considered applicable.

8. Standards

1. [National Safety and Quality Health Service Standards \(NSQHS\), 3.08a – Infection Prevention and Control Systems](#)
2. Australian/New Zealand Standard, AS/NZS 3666.1 Air-handling and water systems of buildings – Microbial control: Part 1: Design, installation and commissioning
3. Australian/New Zealand Standard, AS/NZS 3666.2 Air-handling and water systems of buildings – Microbial control: Part 2: Operation and maintenance
4. Australian/New Zealand Standard, AS/NZS 3666.3 Air-handling and water systems of buildings – Microbial control: Part 3: Performance-based maintenance of cooling water systems
5. Government of West Australia – Prevention and Control of Legionnaires Disease 2010

9. Legislation

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

[Health Services Act 2016](#)

10. References

- [Australian/New Zealand Standard, AS/NZS 3666.1](#) Air-handling and water systems of buildings – Microbial control: Part 1: Design, installation and commissioning
- [Australian/New Zealand Standard, AS/NZS 3666.2](#) Air-handling and water systems of buildings – Microbial control: Part 2: Operation and maintenance
- [Australian/New Zealand Standard, AS/NZS 3666.3](#) Air-handling and water systems of buildings – Microbial control: Part 3: Performance-based maintenance of cooling water systems
- [Prevention and control of Legionnaires' disease - code of practice](#) (dmp.wa.gov.au)
- [Guidelines for Legionella Control in operation & maintenance of water distribution systems in health & aged care facilities](#)(enHealth)

11. Related Forms

Nil

12. Related Policy Documents

[Legionella Management Procedure](#)

Printed or saved electronic copies of this policy document are considered uncontrolled.
Always source the current version from [WACHS HealthPoint Policies](#).

13. Related WA Health System Policies

[Guidelines for Legionella Control](#)

14. Policy Framework

[Public Health Framework](#)

**This document can be made available in alternative formats
on request for a person with a disability**

Contact:	Barbara Baumgart – Asset Manager		
Directorate:	Infrastructure & Environment	EDRMS Record #	ED-CO-21-129508
Version:	1.00	Date Published:	19 May 2022

Copyright to this material is vested in the State of Western Australia unless otherwise indicated. Apart from any fair dealing for the purposes of private study, research, criticism or review, as permitted under the provisions of the *Copyright Act 1968*, no part may be reproduced or re-used for any purposes whatsoever without written permission of the State of Western Australia.

Printed or saved electronic copies of this policy document are considered uncontrolled.
Always source the current version from [WACHS HealthPoint Policies](#).