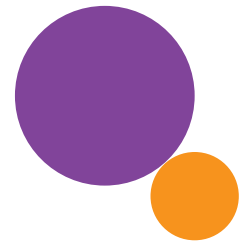


Clinical Audit Leads Workshop



E

09.00 **Registration**

Welcome and introductions

*Representative of the healthcare organization
Healthcare Quality Quest workshop leader*

M

How to establish a plan of clinical audits to be carried out in a clinical service in a year — Using an ethical basis for selecting subjects for local clinical audits

*Brief presentation
Clinical Audit Leads plan how to involve colleagues in setting the agenda for clinical audits for a year*

M

How to review the design of a clinical audit to focus on improving care — How to assess the objective and consider the stakeholders in an audit, number and type of cases or time period for an audit, and data collection strategy for a clinical audit

*Brief presentation
Participants work through assessing the design of a clinical audit*

10.45 **Break**

A

11.00 **How to review measures of quality for clinical audit — How to assess the measures of quality for a clinical audit and the data collection process and form**

*Brief presentation
Participants assess quality-of-care measures and data collection protocols for a clinical audit*

12.30 **Lunch**

R

13.30 **How to screen proposals for clinical audits and give feedback — Using a checklist to screen proposals and guide staff through the process**

*Brief presentation
Clinical Audit Leads discuss how they screen clinical audit proposals now and changes they could make in their personal processes*

G

How to analyse audit findings including causes of problems — How compliance with audit measures is calculated properly and how to analyse causes of problems revealed by an audit

*Brief presentation
Participants analyse problems to find actual or potential causes*

O

How to prepare to change practice — How to select effective and feasible actions needed to improve the quality of care

*Brief presentation
Participants select actions needed to achieve an improvement in patient care*

15.00 **Break**

R

P

15.15 **How to plan and manage clinical audit meetings — Tools, including 'peer review', to use and get more active involvement from colleagues in the entire clinical audit process**

Brief presentation

Clinical Audit Leads outline a plan for 10 clinical audit meetings, including which tools could be used and when

How to get clinical audits reported formally — Using a short template report

Brief presentation

Clinical Audit Leads consider when and how to get clinical audits fully reported in the organization's clinical audit reporting system

Planning where to go from here — How to achieve the intended outcomes to be achieved by a Clinical Audit Lead

Clinical Audit Leads make action plans to increase the effectiveness of the clinical audit process in their clinical services

16.30 **Workshop evaluation and adjourn**