# Clinical Audit CPD Claim Form

Please complete this form and use as evidence of your audit. You can report your activity through your CPD portfolio, email to: pdp@acrrm.org.au, or fax 07 3105 8299. See ‘Clinical audit basics’ for audit ideas.

The ultimate objective of clinical auditing is to improve the quality of care and outcomes by measuring current practice against best practice and implementing changes.

1. Identify the standards against which the audit will be conducted
2. data collection of current practice
3. Comparison of current practice against the standard

### Member Details

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| Member Name: | ACRRM Number: |

### Audit Details

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| Audit Name: |
| Venue: |
|  |
| Number of Cases in Audit: |  | Time in hours to complete Audit: |  |
| Commencement Date: | Completion Date: |

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| Plan: Define your audit question, the standard for comparison and how this relates to quality improvement in your practice. |
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| Do: Summarise Audit Results: including question asked, the number included, timeframe, findings |
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| Study: Analyse Your Results: Summarise your findings and the reasons for them |
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| Act: Outline Your Quality Improvement Actions Resulting from This Audit: use SMART style and include how you will monitor the impact of these changes |
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**Note: SMART – specific, measurable, attainable relevant, time-limited**

**Quality Improvement Action prompts: improve, increase, enhance, ensure, change**

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: