

NSQHS Standard 1 Governance

Patient Audit Tool



Hospital and Health Service:	Facility:	Audit Date/Period:
Ward/Unit:		Patient Medical Record Number (MRN):

Patient audit tool: collects patient level data (on a ward/unit), use one audit tool for each patient audited

- Notes:
- Each facility needs to determine those audit questions that are applicable to their facility / health service circumstances for review
 - Some questions and responses may not be applicable (egg. at a ward/unit level) and can be adapted to suit individual requirements
 - The measurement plan details each audit question and the action/criteria it aligns to in the standard

Documentation audit - Patient		Response
1.0	Is there an Advance Health Directive in existence for this patient (if appropriate)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
1.1	If yes: Is it contained within the patient's medical record?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Bedside Patient Questions		Response
2.0	Patient/Carer Question - Ask "Did you receive a pamphlet or did a staff member explain how to convey your comments and concerns to staff?"	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know <input type="checkbox"/> N/A
3.0	Patient/Carer Question - Ask "Did you receive a pamphlet or see a poster or did a staff member talk to you about the Australian Charter of Health Care Rights?"	<input type="checkbox"/> Yes <input type="checkbox"/> No

We recognise and appreciate that there may be gaps in the scope and questions included in these tools, however, as this is a **'Work in Progress'**, future versions will build upon the existing scope and questions, and incorporate staff feedback and suggestions for improvement.

The Patient Safety and Quality Improvement Service, Clinical Excellence Division, welcomes feedback on the audit tools and the measurement plans, to ensure the tools meet the needs of Hospital and Health Services. We appreciate any feedback you can provide for the next version.

Please email Patient Safety and Quality Improvement Service on PSQIS_Comms@health.qld.gov.au for feedback or comments.

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