

AIM

To be able to complete a care audit effectively

DURATION

Half Day Course (3 Hours)

LEARNING OUTCOMES

By the end of this course, you will:

- Understand the importance of auditing in care
- Be aware of the legislation which underpins audits
- Know the Audit Cycle
- Be aware of the challenges and misconceptions of the audit process
- Understand how to prepare and plan an audit
- Be aware of methods of collecting data, and how to do so ethically
- Know how to use your findings to improve practice
- Recognise the importance of sustaining improvement, and how to do so

LESSONS AND TOPICS

Care Audits

- Care Audits
- Benefits of Care Planning
- Legislation

The Audit Cycle

- The Cycle
- Challenges and Perceptions

Planning And Preparing

- Choosing Topics
- Setting Criteria and Standards
- How to set Criteria
- Audit Teams
- Planning

Collecting Data

- What data do you need?
- Who will you review?
- Collecting Data
- Interpreting Findings
- Presenting Findings

Improving Practice

- Developing a Consensus
- Implementing Improvements
- Engaging People
- Action Plans

Sustaining Improvement

- When should Audits be repeated?
- Ongoing Arrangements
- Improvement Cycles