

## Audit Leads

Division	Service Line	Audit Lead
Emergency Services	A&E	Dr. N. Parmar Dr. G. Wilson
	Elderly Care	TBA
	Cardiology and Haematology	Dr. T. Pakrashi
	General Surgery and Urology	Mr. I. Bloom Miss R. Singh
	Gastroenterology and Endoscopy	TBA
	Respiratory	Dr. E. Holden
	Trauma and Orthopaedics	Mr. I Gill
	Specialist Services	Maternity
Paediatrics/NNU		Dr. V. Pai
Gynae and Breast		Miss N. Al-Shabibi
Ophthalmology		Mr. W. Muen
Oral, ENT and Audiology		Mr. F. Naini Mrs. J. Butters Mr. J. Barlett
Sexual Health		Dr. S. McMorrow
Specialist Out-Patients		TBA
Clinical Support Services	Anaesthetics and Theatres	Dr. B. O-Carroll-Kuehn Dr. A. Gold
	ICU	Dr. H. Alsahaf Liz Gunton
	Radiology	Dr. D. Svasti-Salee
	Pathology	Dr. K. Chew
	Cancer and Palliative Care	Graham Browning Thora Thorhallsdottir
	Pharmacy	Laura Hammer
	Therapies	Eva Van Loock Sarah Thompson Carlin Conradie Michelle Alexander
Nursing	Fergus Keegan	

## Audit Centre Contact Details

Name	Job Title	Phone
Dr Jim Zwaal	Trust Audit Lead	2274
Anne Jones, BA, MSc	Head of Clinical Audit & Effectiveness	2872
Kate Lyons, RGN, HV	Clinical Audit Improvement Facilitator	2984
Lisa Whiteman, RGN, MSc	Clinical Audit Improvement Facilitator	2059
Graham Milgrew, BSc	Clinical Audit Improvement Facilitator	3303
Tasneem Hoosain, BSc	Clinical Audit Improvement Facilitator	2913
Sam Eaton, BEng BSc, MRes	Clinical Audit Improvement Facilitator	3837
Alannah Hayes, BA	Clinical Audit Improvement Facilitator	2912
Sarah Meehan, MSc	Audit Records Clerk	3303
Jane White	Team Administrator	2582

All Clinical Audit Facilitators have 'Train the Trainer' qualification or equivalent

## Other Contacts

Name	Job Title	Phone
Shan Ellahi	Divisional Risk Manager	3531
Deepashree Patil	Divisional Risk Manager	3518
Janice Sorrell McLeod	Information Governance Manager	2728
Tracey Fossaluzza	Improvement Leader and Programme Office Manager	6360

For queries regarding Research and Development contact: Graham Milgrew or Anne Jones or view R&D webpage

## Clinical audit on the Intranet

**Go to: Departments: Audit Centre - for**  
 Audit project registration form  
 Audit planning template  
 Audit report template  
 Model letter for patient surveys  
 Audit Seminar and Audit Prize  
 Clinical audit e-learning programme  
 Audit training programme

# CLINICAL AUDIT

at Kingston Hospital NHS Trust



## *A Pocket Guide*

*2014*

**Clinical Audit and Effectiveness Centre**  
**1<sup>st</sup> Floor, Regent Wing**  
**Help Desk Ext 2582**

## What is clinical audit?

'Clinical audit is a **quality improvement process** that seeks to improve patient care and outcomes through systematic review of care against explicit criteria and the implementation of change'.<sup>1</sup>

## Who should be involved?

All those involved in the delivery of health care such as doctors, nurses, therapists and pharmacists, as well as administrative and managerial staff. You are encouraged to include the patient perspective in your audit and include them where possible, for example through piloting of questionnaires.

## Clinical audit at Kingston Hospital

Clinical audit at Kingston Hospital is led by the Clinical Audit Group, which meets bi-monthly. All specialities have an Audit Lead who is a member of this group.

## Clinical Audit Training

The Audit Centre runs training sessions and provides access to e-learning clinical audit training (see Training programme on the Clinical Audit webpage on the intranet). Phone Ext 2582 to book a place. Bespoke training courses are available on request.

## What help can I get?

The Clinical Audit Centre offers support for clinical audits and patient/staff surveys to all specialties and departments. We offer assistance with all stages of the clinical audit cycle, from designing the audit to analysis, action planning and change implementation.

The support given to a project will depend on its priority (see table below).

Priority	Support available
Must do	Full or partial support
Should do	Full or partial support
Like to do	Advice Partial support if time allows

### Full project support includes:

- Advice on methodology
- Deciding sample size
- Production of audit proforma
- Note pulling
- Data entry via scanner
- Analysis
- Report writing
- Presentation materials
- Action planning and change management

**Patient questionnaires MUST be approved by the Audit Centre before they are sent out.**

## How do I start my audit?

- Agree a topic with your Audit lead and agree a presentation date.
- Register your audit with the Audit Centre by completing the audit project form on the Intranet. *Go to: Departments: Audit and Clinical Effectiveness Department: Register an Audit*
- You can request support from the Audit Centre, either by indicating this on the project form or by phoning us. We aim to respond to requests for help within one working week. **All audits must be registered whether or not you require support.**
- Attend audit training or consult the ABC Guide to Clinical Audit. Copies are available from the Audit Centre or on the intranet.
- Phone your Clinical Audit Improvement Facilitator for help (phone numbers overleaf). Ask for a copy of the last audit on your topic.
- Use the template for Planning a Clinical Audit Project available on intranet
- When you have completed your audit, send the completed report or presentation to the Audit Centre