

## Clinical audit checklist

This is an example of an audit checklist that can be used to ensure that all aspects of the clinical audit cycle are covered for the audit topic.

<b>Stage 1: Plan for audit</b>	<b>Complete?</b>
Choose a topic	
Involve interested parties and stakeholders	
Audit template	
<b>Stage 2: Select standard and criteria</b>	<b>Complete?</b>
Identify standard	
Identify criteria	
Set targets	
<b>Stage 3: Measure performance</b>	<b>Complete?</b>
Collect data	
Analyse data	
Present data	
<b>Stage 4: Make Improvements</b>	<b>Complete?</b>
Agree actions	
Agree responsibilities for action	
<b>Stage 5: Sustain Improvements</b>	<b>Complete?</b>
Encourage learning	
Monitor progress (of recommendations and actions)	
Monitor improvement (for example, re-audit)	