

EL(93)34 Annex C**FORMAT OF MEDICAL AUDIT REPORTS 1992/93**

Annual reports should cover the following categories:

- 1. FINANCIAL REPORT**
- 2. PROGRESS WITH FORWARD PLAN**
- 3. AUDIT ACTIVITY**
- 4. AUDIT SUPPORT STAFF**
- 5. REGIONAL INITIATIVES**
- 6. FORWARD PLAN 1993/94**

Five copies of the report including one unbound copy should be sent as soon as possible, but no later than 31 July 1993 to Elizabeth Kidd, Health Care Directorate, Room 3W37, Quarry House, Quarry Hill, Leeds LS2 7UE.

1. FINANCIAL INFORMATION

Financial Reports should include details of expenditure under the following headings.

RECEIPTS**Revenue**

Carried forward
DH top-sliced allocation: HCHS Medical Audit
CESDI

Other (e.g. primary care audit funds)

Capital

Carried forward
Converted from Revenue

DEPLOYMENT**Revenue**

District allocations
Regional audit office
Training & education
1 - 3 Year regionally managed projects
Ongoing projects (eg CESDI)
Public Health support

Capital

Nature of purchase and location / project

2. PROGRESS WITH 92/93 FORWARD PLAN

Regional Health Authorities directed their 92/93 forward plan towards achieving the following objectives :

- demonstrating that Medical Audit is leading to improvement in quality of care and health outcome;
- securing acceptance of Medical Audit as a routine element of patient care;
- making Medical Audit an integral part of postgraduate and continuing education in all specialties;
- achieving change through a process of setting standards and comparing practice with them;
- using the generalised results of national and local audits to inform the provision