

UBHT
TEACHING CARE

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Our Ref: JDW/AM

Audit
Catering for 15 people

Dear Colleague,

Re: Surgical & Anaesthetic Audit 1993/94

At a meeting I convened on 19th July, representatives were present from Anaesthesia, Surgery, Ophthalmology, Obstetrics & Gynaecology and ENT in addition to the Chairman and Vice Chairman of the District Audit Committee. After a useful discussion the following decisions were made:

- 1) That for the year 93/94 audit would be undertaken on eight occasions on a rolling programme of afternoons only on the dates noted below. These sessions will begin promptly at 2.00pm and the joint decision taken today will enable multidisciplinary audit to take place as and when desired.
- 2) The Audit Co-ordinators for Anaesthesia and Surgery namely Dr Sally Masey and Prof John Farndon in discussion with their colleagues in Ophthalmology, Obstetrics and Gynaecology and ENT will draw up a protocol to establish exactly what out-patient clinics or operating sessions are lost on each day of the week as a result of the audit. This exercise in collecting data should enable a rational decision to be taken for subsequent years as to whether audit should follow a similar programme or be organised on a different basis.
- 3) If any of the morning operating lists on the day for which audit is planned runs late to such an extent that people are prevented from attending the audit meeting at 2.00pm, then it was agreed that that particular list should be forfeited on the morning of the audit session one month later. Responsibility for implementing this part of the agreement will lie with the Clinical Director concerned.

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Next 1 - THURSDAY 4 Nov. - 15 people
See & biscuits

