Audit 2

1) Audit Title
Waiting Time for Outpatient Ultrasound Appointments
(why is this a priority - e.g. increased complaints from patients)

2) Standard against which the audit topic is to be compared
National or local accepted best practice, e.g. 30 minutes

3) Source of standard
Professional organisation, e.g. Royal College of Radiologists (UK) or national society

4) Type of audit
Clinical, non-regulatory

5) Target/compliance percentage to be achieved
90% - this can be amended following local discussion and agreement

6) Item or variable to be audited
Patient waiting time for outpatient ultrasound

7) Method: Retrospective / Prospective / Other
Prospective

8) Data or information to be collected
Time of ultrasound examination following patient booking in to the department (review patient arrival time vs booked appointment time)

9) Sample details (number of patients, collection time period)
For example 100 consecutive patients, or 1 week data collection period

10) Target achieved (yes / no / not applicable)
Y / N

11) Actions to be taken if the target is not met.
If not met, review reasons for non-compliance.
★ Insufficient radiologists, sonographers, ultrasound machines
★ Machine failure (review age of machines, service contract intervals)
★ Inefficient appointment or booking-in system
★ Patients late (parking problems, issues receiving appointments)
★ Insufficient allocated time for scans
★ Large number of urgent patients / inpatients
★ Discuss results in multidisciplinary format and implement necessary changes

12) Timing for re-audit (yes / no / not applicable)
3 months