



Consultant Sign-off (2016/2017) Audit proforma

Data should be submitted at <https://rcem.l2s2.com> between 1 Aug 2016 – 31 Jan 2017

Organisational audit – about your ED					
Q1a-e: Only one response per ED is required					
Q1a-e: Only non-English EDs should complete this section. English EDs should instead complete the Census run by HEE					
Q1a	How many patients attend main Emergency Department per year? (To nearest thousand per annum)	Leave blank if unknown			
Q1b	What is the casemix of your ED?	Adults only			
		Children only			
		Both adults and children			
Q1c	On a weekday , assuming all shifts are filled, how many staff would usually be on each clinical shift? (RCEM recommends using July 2016 as the census month)		Morning shift	Afternoon/evening shift	Night shift
		Consultant	Leave blank if unknown	Leave blank if unknown	Leave blank if unknown
		Tier 4 (ST4+, senior clinical fellows, SaS)			
		Tier 3 (CT3, clinical fellows, some GPs, junior SaS)			
		Tier 2 (F2, CT1,2 some GPs)			
		Tier 1 (FY1)			
Non-medical practitioner (e.g. nurse)					
Q1d	On a weekend , assuming all shifts are filled, how many staff would usually be on each clinical shift? (RCEM recommends using July 2016 as the census month)		Morning shift	Afternoon/evening shift	Night shift
		Consultant	Leave blank if unknown	Leave blank if unknown	Leave blank if unknown
		Tier 4 (ST4+, senior clinical fellows, SaS)			
		Tier 3 (CT3, clinical fellows, some GPs, junior SaS)			
		Tier 2 (F2, CT1,2 some GPs)			
		Tier 1 (FY1)			
Non-medical practitioner (e.g. nurse)					

Q1e	How many vacant posts do you currently have? <i>(RCEM recommends using July 2016 as the census month)</i>	Consultant	Leave blank if unknown
		Tier 4 (ST4+, senior clinical fellows, SaS)	
		Tier 3 (CT3, clinical fellows, some GPs, junior SaS)	
		Tier 2 (F2, CT1,2 some GPs)	
		Tier 1 (FY1)	
		Non-medical practitioner (e.g. nurse)	

Organisational audit – about consultant sign-off

Q1f-h: Only one response per ED is required

Q1f-h: All EDs should complete this section

Q1f	How easy is it to collect data about Consultant sign-off in your ED?	Fully automated	
		Straightforward	
		Problematic	
		Difficult	
Q1g	In your opinion, does the existence of the consultant sign-off standard have an effect on the clinical management of patients? If so, what are the effects?	Yes	
		No	
Q1h	In your opinion, does the existence of the consultant sign-off standard have an effect on the decision to admit or discharge patients? If so, what are the effects?	Yes	
		No	

Patient audit

All EDs should complete this section

Q2	Patient reference		
Q3	Date of arrival (dd/mm/yyyy)	dd/mm/yyyy	
Q4	Time of arrival (Use 24 hour clock e.g. 11.23pm = 23:23)	HH:MM	
Q5	Patient group	Atraumatic chest pain in patients aged 30 years and over	
		Fever in children under 1 year of age	
		Patients making an unscheduled return to the ED with the same condition within 72 hours of discharge	
		Abdominal pain in patients aged 70 years and over	
Q6	Patient outcome	Discharged from the ED	
		Patient died	
		Not recorded	
Q7a	Grade of most senior ED doctor to actually see and assess the patient in person	Consultant	
		Associate specialist	
		Staff grade/specialty doctor	
		Senior clinical fellow (registrar or equivalent)	

		Junior clinical fellow (SHO or equivalent)	
		ST4-7	
		ST3	
		ST1-2	
		FY1-2	
		Non-medical practitioner (e.g. nurse)	
Q7b	Was this doctor a locum?	Yes	
		No	
		N/A	
Q8a	Grade of most senior ED doctor with whom the patient was discussed during their visit to the ED	Consultant	
		Associate specialist	
		Staff grade/specialty doctor	
		Senior clinical fellow (registrar or equivalent)	
		Junior clinical fellow (SHO or equivalent)	
		ST4-7	
		ST3	
		ST1-2	
		FY1-2	
		Non-medical practitioner (e.g. nurse)	
Q8b	Was this doctor a locum?	Yes	
		No	
		N/A	
Q9a	Grade of most senior ED doctor to retrospectively review the patient's case following their visit to the ED	Consultant	
		Associate specialist	
		Staff grade/specialty doctor	
		Senior clinical fellow (registrar or equivalent)	
		Junior clinical fellow (SHO or equivalent)	
		ST4-7	
		ST3	
		ST1-2	
		FY1-2	
		Non-medical practitioner (e.g. nurse)	
		Not reviewed	
Q9b	Was this doctor a locum?	Yes	
		No	
		N/A	

Notes

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Question and answer definitions

Question	Definition
Q1c-d	Do not include shifts by staff working pre-hospital unless this is part of this trust. Do not include non-clinical activity in the clinical shifts e.g. management, teaching (even if on the floor).