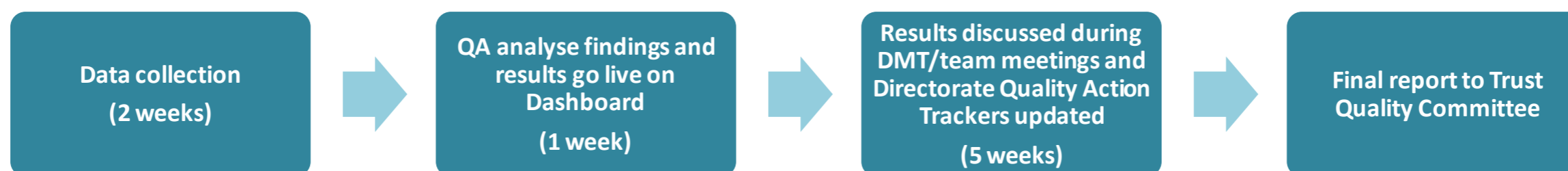# Overall Trust Local and National Audit Plan 2019/20

The ELFT audit process is summarised below. The change process includes discussion at DMT and team meetings and feeding back changes to the Quality Assurance Team via the Quality Action Tracker.

Data collection (2 weeks) → **QA analyse findings and results go live on Dashboard (1 week)** → **Results discussed during DMT/team meetings and Directorate Quality Action Trackers updated (5 weeks)** → **Final report to Trust Quality Committee**

Key Dates for 2018/19:		Q1			Q2			Q3			Q4		
		Apr	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**
Data collection start		1				27			4		6		
Data collection finish		20					10		18		18		
Results published by QA		30					20		25		28		
Action Trackers completed				4				31		20			4
Quality Committee meeting date			18					16		11			30

Local Audit Programme Completed by:	Q1 Apr-Jun	Q2 Jul-Sep	Q3 Oct-Nov	Q4 Jan-Mar
	Directorate Audit	Directorate Audit	Directorate Audit	Directorate Audit
	Controlled Drugs Audit (inpatients only)	Controlled Drugs Audit (inpatients only)	Controlled Drugs Audit (inpatients only)	Controlled Drugs Audit (inpatients only)
	Infection Control Audit	Infection Control Audit	Infection Control Audit	Infection Control Audit
Clinical Teams **Coordinated by: Directorate Audit Leads**	Safe and Secure Handling of Medication Audit (inpatients only)	Safe and Secure Handling of Medication Audit (inpatients only)	Safe and Secure Handling of Medication Audit (inpatients only)	Safe and Secure Handling of Medication Audit (inpatients only)
	Clinical Use of Medicines (inpatient only)	Clinical Use of Medicines (inpatient only)	Clinical Use of Medicines (inpatient only)	Clinical Use of Medicines (inpatient only)
	Five Moments Hand Hygiene (monthly)	Five Moments Hand Hygiene (monthly)	Five Moments Hand Hygiene (monthly)	Five Moments Hand Hygiene (monthly)
	Transcribing Procedures Audit (Annual) (Community Nursing and EPCTs only)			
Trust wide Teams **Coordinated by: Quality Assurance**	Record Keeping Audit (monthly)	Record Keeping Audit (monthly)	Record Keeping Audit (monthly)	Record Keeping Audit (monthly)
	CPA/Risk Assessment Audit	CPA/Risk Assessment Audit	CPA/Risk Assessment Audit	CPA/Risk Assessment Audit
	Accessible Information (monthly)	Accessible Information (monthly)	Accessible Information (monthly)	Accessible Information (monthly)

The Healthcare Quality Improvement Partnership (HQIP) produces an annual programme which NHS England advises Trusts to participate within. Full information on the programme can be found on HQIP's website here and those national audits agreed as applicable and allocated a clinical Lead are available via the Quality Assurance intranet page here. The below programme details the mental health audits which are applicable for the financial year 2019-20.

The Trusts participates within HQIP national audits from the following provider organisations:

1. National Confidential Inquiry into Suicide and Homicide by People with Mental Illness (NCISH) (University of Manchester), Mental Health Clinical Outcome Review Programme
2. Royal College of Psychiatrists' Centre for Quality Improvement (CCQI), Prescribing Observatory for Mental Health (POMH) programme
3. Royal College of Psychiatrists' National Audit Programme

National HQIP Audit Programme Completed by: Clinical Teams *Allocated an ELFT Clinical Lead* Co-ordinated by: *Quality Assurance Team & Directorate Audit Leads*	Q1 Apr-Jun	Q2 Jul-Sep	Q3 Oct-Nov	Q4 Jan-Mar
Prescribing for depression in adult mental health services (POMH 19a) Leads: Jennifer Melville/ Dominic Dougal	Data collection in May Data entry starts 3rd June	Data Entry deadline is 5th July		
National Clinical Audit of Psychosis (NCAP) – (RCPYCH) Leads: David Bridle/ Olivier Andlauer	Identify eligible service users by 19th June	Service user surveys sent out by 30th July Send out reminder letter to service users by 15th Sept	Service User survey deadline 31st Oct Deadline for Case note audit 29th Nov	Data cleaning queries deadline 24th Jan

Reports due during 2019-20:
- POMH-UK 6d (Royal College of Psychiatrists) – April 2019
- POHM-UK 19a (Royal College of Psychiatrists) – November 2019
- NCAAD (Royal College of Psychiatrists) – September 2019

Also participating in:

- Suicide, Homicide & Sudden Unexplained Death (NCISH) (Philip Baker / David Bridle) – data collection quarterly
- National Intellectual Disability Audit of ADHD in ID (RCPsych) (Shakeel Islam)