

GP Assistantship Audit 2021

Immediate Discharge Document (Discharge Letters)

Immediate Discharge Documents (IDDs) (often referred to as discharge letters) are an important method for onward care of patients being discharged home from hospital. In addition to the printed copy we gave you the GAIN Guidelines for IDD's can be seen here: <https://www.rqia.org.uk/RQIA/files/73/734a792f-f9d4-47f0-830f-31f9db51c82a.pdf>

This guideline states the following:

Clear and complete documentation in a patient's health record is directly linked to the quality of care they receive. Detailed and accurate documentation helps reduce negative outcomes, by ensuring that all clinical staff caring for patients have access to the information they need to deliver a good standard of care.

The information conveyed at the time of discharge from hospital has always been an important element of communication between secondary and primary care. The immediate discharge summary is therefore among the most crucial pieces of documentation in the health record, as it is the basis of communication between secondary and primary care and essential for ensuring quality and continuity of care.

A major issue with discharge documentation has been the provision of accurate medication information.

An audit of the quality of medication information in 2009 in Northern Ireland showed that:

- *there was limited access to computers resulting in a large number of handwritten prescriptions*
- *illegible prescriptions*
- *lack of dosing details on warfarin prescriptions*
- *lack of information to explain changes in medication during in-patient stay or monitoring requirements*

The 2016, 2017, 2018 & 2019 Audits

Audit is an important part of improvement. In 2016, 2017, 2018 and 2019 your peers from the years above on the GP Assistantship conducted a similar audit. The results from the 2016 audit can be seen here:

<https://rqia.org.uk/RQIA/files/9d/9da8c378-696e-452a-b2e0-2bed505f53d5.pdf> A formal publication with the 2019 data is expected from RQIA shortly. These are great examples of the educational and patient safety benefits of collaborative efforts between students, the medical school, our regional quality organisation and healthcare providers.

The 2021 Audit

We have the opportunity again in the 2021 Assistantship in a partnership with you as Final Year Students and the Trusts, to audit how well we are currently doing in terms of the quality of the discharge process. To obtain a snapshot in this way at scale across the region is quite unprecedented and will again contribute, not only to your insights, but also to identify targets for further Quality Improvement work in our local Health Service. We will intend to publish again this year.

Thank you for your participation.

See the step-wise flowchart below on how to conduct the audit. You will receive a personalised (only you can use it) MS Forms Link by email immediately in advance of your GP Assistantship week. You will be asked to complete your audit on 5 IDD's. We are also attaching an audit proforma on which to collect the data. You should subsequently transcribe the 5 IDD audits to the MS Forms Link you will receive in the separate email.

Audit Flow-Chart

Tell your tutor at the start of the week that you need to gather up 5 discharge letters of recently discharged patients.

