

# Quality Improvement Worksheet



**Tip:** Use this worksheet to determine Quality Improvement activities.

Once you have identified your achievable activity you can then complete Plan Do Study Act worksheet.

<b>Practice Name</b>		<b>Date</b>	
<b>Duration of Activity</b>			
<b>Primary Care Liaison Officer</b>			
<b>Topic</b>	<input type="checkbox"/> <b>Accreditation/Data Quality</b> <input type="checkbox"/> <b>10 Improvement Measures</b> <input type="checkbox"/> <b>Diabetes</b> <input type="checkbox"/> <b>Respiratory</b> <input type="checkbox"/> <b>My Health for Life</b> <input type="checkbox"/> <b>Older Persons 75+</b> <input type="checkbox"/> <b>Aboriginal &amp; Torres Strait Islander patients</b> <input type="checkbox"/> <b>Other</b> _____		
<b>Goal</b>	..... ..... ..... .....		

No.	Activity	Person/s Responsible
1.		
2.		
3.		

## Pen CAT search activity examples

### Accreditation/Data Quality

Identify active patients with allergies not recorded

1. Use Pen CAT Tool to identify all active patients with no allergies recorded
2. Refer to printed Pen CAT list to check patients file, update record with current information/add a recall/leave a message in clinical records for follow-up

Identify active patients with smoking status not recorded

1. Use Pen CAT Tool to identify all active patients,  $\geq 10$ , with no smoking status recorded
2. Refer to printed Pen CAT list to check patients file, update record with current information/add a recall/leave a message in clinical records for follow-up

Identify patients for archive that haven't been to the practice for a period of time (eg. 5+ year)

1. Use your clinical software to identify patients that have not been to the practice for a set period of time
2. Archive these patients within your clinical software

Identify active patients with CV event risk with incomplete data

1. Use Pen CAT Tool to identify all active patients and review the CV event risk report (excluded and incomplete)
2. Refer to printed Pen CAT list to check patients file, update record with current information/add a recall/leave a message in clinical records for follow-up

### 10 Improvement Measures

1. Proportion of patients with diabetes with a current HbA1c result
2. Proportion of patients with a smoking status
3. Proportion of patients with a weight classification
4. Proportion of patients aged 65 and over who were immunised against influenza
5. Proportion of patients with diabetes who were immunised against influenza
6. Proportion of patients with COPD who were immunised against influenza
7. Proportion of patients with an alcohol consumption status
8. Proportion of patients with the necessary risk factors assessed to enable CVD assessment
9. Proportion of female patients with an up-to-date cervical screening
10. Proportion of patients with diabetes with a blood pressure result.

1. Use [PenCS PIP QI Guide](#) for step-by-step instructions for performing searches
2. Refer to printed Pen CAT list to check patients file, update record with current information/add a recall/leave a message in clinical records for follow-up

### Diabetes

Identify active patients coded with Diabetes with no HBA1C recorded in past 12 months

1. Use Pen CAT Tool to identify patients with Diabetes who have not had a HbA1c in the last 12 months
2. Refer to printed Pen CAT list to check patients file, update record with current information/add a recall/leave a message in clinical records for follow-up

Identify patients coded with Diabetes who have not had a GPMP (721) and/or TCA (723)

1. Use Pen CAT Tool to identify patients with Diabetes who have not had a GPMP and TCA in either last 12-24 months\*
2. Refer to printed Pen CAT list to check patients file, update record with current information/add a recall/leave a message in clinical records for follow-up

## Pen CAT search activity examples

### Respiratory

Recall and Review COPD and Asthmatic patients

1. Use Pen CAT Tool to identify COPD and Asthmatic patients.
2. Refer to printed Pen CAT list and check patients files for: 12 month review, Spirometry test, COPD/Asthma Action plan and if not included in patient file, mark for recall
3. Book patients according to practice plan and advise patient to bring Inhaler devices, spacer etc.

### Older Persons 75+

Identify eligible patients 75+ with no Health Assessment billed in the past 12 months

1. Use Pen CAT Tool to identify active patients over 75 years, who are eligible for a health assessment \*exclude patients living in residential aged care facilities
2. Refer to printed Pen CAT list to check patients file, update record with current information/add a recall/leave a message in clinical records for follow-up

Identify patients 75+ on 5 or more medications who may be eligible for a HMR/DMMR (900/903)

1. Use Pen CAT Tool to identify active patients over 75 years, who are on 5 or more medications
2. Refer to printed Pen CAT list to check patients file, update record with current information/add a recall/leave a message in clinical records for follow-up

### My Health for Life

Identify active male/female patients eligible for a 45-49 Health Assessment not recorded

1. Use Pen CAT Tool to identify male or female patients, aged between 45-49 years who have not had a health assessment. This can only be performed once, for patients within this age range at risk of a chronic disease
2. Refer to printed Pen CAT list and check patient file for eligibility
3. Invite patient for Health Assessment and perform [My Health for Life Health Check](#) for eligibility into free lifestyle program

Identify active male/female patients with smoking status not recorded

1. Use Pen CAT Tool to identify all active male or female patients, >=10, with no smoking status recorded
2. Refer to printed Pen CAT list to check patients file, update record with current information/add a recall/leave a message in clinical records for follow-up

### Aboriginal and/or Torres Strait Islander patients

Identify patients who have not had a Health Assessment (715) in the past 12 months

1. Use Pen CAT Tool to identify Aboriginal and/or Torres Strait Islander patients who have not had a Health Assessment in the last 12 months. If suitable, you can add an age filter to this group (e.g. 50+ years)
2. Refer to printed Pen CAT list to check patients file, update record with current information/add a recall/leave a message in clinical records for follow-up

Identify patients with 2 or more chronic conditions and 5 or more medications with no GPMP (721) or TCA (723)

1. Use Pen CAT Tool to identify Aboriginal and/or Torres Strait Islander patients who are coded with 2 or more chronic conditions and are on 5 or more medications and have not had a GPMP and TCA in either last 12-24 months. Patient might also be eligible for HMR/DMMR
2. Refer to printed Pen CAT list to check patients file, update record with current information/add a recall/leave a message in clinical records for follow-up