Data sheet A – cycle 1   Recovery at Work

Patient issued an ACC18 medical certificate* in the past 12 months	ACC18 medical certificate issued		C. Does this meet ACC criteria?		Optional: Record justification for your decision	Optional: Injury type	Optional: Length of time medical certificate issued for
	A. "Fully unfit"	B. "Fit for selected work"					
Patient	✔		Yes	No			
1							
2							
3							
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Audit outcome: Patients with a yes in column **C**, divided by the total number of patients audited

Secondary audit outcome: Patients with a tick in column **A**, divided by the total number of patients audited: this gives you the percentage of "Fully unfit" certificates

* Use either the most recent ACC18 medical certificate or select one at random if the patient was issued multiple certificates for a single injury in the past 12 months; be consistent with your selection method.

Please retain this sheet for your records to provide evidence of participation in this audit.

Data sheet B – cycle 1   Recovery at Work

Patient issued a medical certificate*	Medical certificate issued		C. Does this meet ACC criteria?		*Optional:* Record justification for your decision	*Optional:* Injury type	*Optional:* Length of time medical certificate issued for
	A. "Fully unfit"	B. "Fit for selected work"					
Patient	✔		**Yes**	**No**			
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Audit outcome: Patients with a yes in column **C**, divided by the total number of patients audited

Secondary audit outcome: Patients with a tick in column **A**, divided by the total number of patients audited: this gives you the percentage of "Fully unfit" certificates

* Audit patients issued either an ACC45 or ACC18 medical certificate depending on whether the patient is presenting for the first time or a subsequent visit

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Data sheet A – cycle 2   Recovery at Work

Patient issued an ACC18 medical certificate* in the past 12 months	ACC18 medical certificate issued		C. Does this meet ACC criteria?		*Optional:* Record justification for your decision	*Optional:* Injury type	*Optional:* Length of time medical certificate issued for
	A. "Fully unfit"	B. "Fit for selected work"					
Patient	✔		Yes	No			
1							
2							
3							
4							
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Audit outcome: Patients with a yes in column **C**, divided by the total number of patients audited

Secondary audit outcome: Patients with a tick in column **A**, divided by the total number of patients audited: this gives you the percentage of "Fully unfit" certificates

* Use either the most recent ACC18 medical certificate or select one at random if the patient was issued multiple certificates for a single injury in the past 12 months; be consistent with your selection method.

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Data sheet B – cycle 2   Recovery at Work

Patient issued a medical certificate*	Medical certificate issued		C. Does this meet ACC criteria?		*Optional:* Record justification for your decision	*Optional:* Injury type	*Optional:* Length of time medical certificate issued for
	A. "Fully unfit"	B. "Fit for selected work"					
Patient	✔		**Yes**	**No**			
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Audit outcome: Patients with a yes in column **C**, divided by the total number of patients audited

Secondary audit outcome: Patients with a tick in column **A**, divided by the total number of patients audited: this gives you the percentage of "Fully unfit" certificates

* Audit patients issued either an ACC45 or ACC18 medical certificate depending on whether the patient is presenting for the first time or a subsequent visit

Please retain this sheet for your records to provide evidence of participation in this audit.

The Royal New Zealand College of General Practitioners
Te Whare Tohu Rata o Aotearoa

SUMMARY SHEET
Audit of medical practice (CQI activity)

Topic:

> **Recovery at Work**

Activity designed by (name of organisation, if relevant):

> **Bpac^{nz}**

Doctor's name:

>

Results discussed with peer group or colleagues?

☐ Yes   ☐ No

Date:

>

FIRST CYCLE

DATA: Date of data collection:

CHECK: Describe any areas targeted for improvement as a result of analysing the data collected.

ACTION: Describe how these improvements will be implemented.

MONITOR: Describe how well the process is working. When will you undertake a second cycle?

SECOND CYCLE

DATA: Date of data collection:

CHECK: Describe any areas targeted for improvement as a result of analysing the data collected.

ACTION: Describe how these improvements will be implemented.

MONITOR: Describe how well the process is working.

COMMENTS: