

**Critical care discharge summary audit tool**

*iMobile nurses: Please complete for each new ICU discharge review carried out from [date] – [date] inclusive.  
Please feel free to add written comments to explain your answers.*

**Date new ICU discharge review carried out / audit tool completed:** \_\_\_\_\_

**Elective (planned) or emergency (unplanned) ICU admission:** \_\_\_\_\_

**How many days did the patient spend in ICU:** \_\_\_\_\_

**Time spent finding patient information:** How long did it take to find and read the ICU nursing and medical discharge summaries / patient notes in order to gather the information needed to review the patient (not including completion of this tool!): \_\_\_\_\_ Minutes

**ICU Nursing discharge summary audit tool**

Is a paper copy of the ICU nursing discharge summary available in the patient notes?

- Yes
- No

How would you rate the quality of the ICU nursing discharge summary (please indicate on the scale of 1-5)?

- 1) Poor
- 2)
- 3) Good
- 4)
- 5) Excellent

How would you rate the accuracy of the ICU nursing discharge summary?

- 1) Poor
- 2)
- 3) Good
- 4)
- 5) Excellent

How would you rate the completeness of the ICU nursing discharge summary?

- 1) Poor
- 2)
- 3) Good
- 4)
- 5) Excellent

How would you rate the appropriateness of information contained within the ICU nursing discharge summary?

- 1) Not enough information
- 2)
- 3) About right
- 4)
- 5) Too much information

Has the transferring nurse signed the ICU nursing discharge summary?

- Yes
- No

Has the receiving nurse signed the ICU nursing discharge summary?

- Yes
- No

**Please turn over**

**ICU Medical discharge summary audit tool**

Is a paper copy of the ICU medical discharge summary available in the patient notes?

- Yes
- No

Is the ICU medical discharge summary available on EPR?

- Yes
- No - If No, is there an explanation on EPR detailing why the electronic discharge summary is not present?
  - Yes
  - No

How would you rate the quality of the ICU medical discharge summary?

- 1)Poor
- 2)
- 3)Good
- 4)
- 5) Excellent

How would you rate the accuracy of the ICU medical discharge summary?

- 1)Poor
- 2)
- 3)Good
- 4)
- 5) Excellent

How would you rate the completeness of the ICU medical discharge summary?

- 1)Poor
- 2)
- 3)Good
- 4)
- 5) Excellent

How would you rate the appropriateness of information contained within the ICU medical discharge summary?

- 1)Not enough information
- 2)
- 3)About right
- 4)
- 5) Too much information

Any other comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Adapted from Electronic Discharge Summary Systems Self-Evaluation Toolkit. Australian Commission on Safety and Quality in Healthcare. 2011.*