

BEST PRACTICE CATALOG

Project Title: **GATHERING MEANINGFUL AUDIT TOPICS**

Function Category: PATIENT-FOCUSED ORGANIZATION STRUCTURES

Subcategory: **Management of Information**

Heading: **Data Collection**

Key Word(s): **Staff Performance Measures**

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Hospital: **Atascadero State Hospital**

Purpose: Health Information staff perform hospitalwide studies at the request of various hospital disciplines, Process Management Teams and concurrent/discharge auditing.

Brief Description: The HIMD Director reviews minutes received from hospital committees and determines if the services of the department are indicated and could supply information and/or collect appropriate data. HIMD personnel serve on two PMTs, one of which is the Information Management PMT which coordinates with the key organizational functions to facilitate the efficiency, integration, timeliness, accessibility and usefulness of data and information used in the hospital. Appropriate staff meet with requestors, assist in developing the audit criteria, conduct studies, and prepare statistical reports of findings.

Selection Basis/Criteria: Licensing/Joint Commission POC's; New practices

The following items are available regarding this Best Practice:

Photographs Video Tape Drawings Manual

Other : _____

DATE SUBMITTED: **September 9, 1998**

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