



Guidelines for PCP Baseline Chart Audit

PURPOSE: To identify successes in the practice.

Practices participating in Level two or three are asked to complete chart audits of children seen for asthma. These should be completed on 25 charts prior to the start of the CAPP intervention (baseline). If the practice chooses to have CAPP staff complete the audits, the practice will obtain medical record releases from those families.

PROCEDURE:

- 1- Randomly select 25 charts of children seen in last year for asthma.
- 2- Using one *Chart Audit* form for each child, complete as follows:

LINE 1: Fill in name of provider treating the child and name of practice

LINE 2: Provide date chart audit completed, patient date of birth, age and gender

LINE 3: Check box for appropriate race/ethnicity. Identify if Latino by circling Y for yes and N for no.

LINE 4: Write in number of hospitalizations and ED (emergency department) visits in last year (one year from date of chart audit).

LINE 5: Write in number of asthma related sick visits in past year and date of latest influenza vaccine.

LINE 6: Write in date of varicella vaccine and last PPD.

Double outlined box on left

Check yes or no if each item is or is not documented as described.

Severity Classification

Check appropriate box if documented – leave blank if classification is not documented.

Medications

Identify type of medication prescribed, date prescribed, dose and frequency.

For inhaled bronchodilator, check appropriate box for delivery method prescribed

Referral to CAPP

Complete box with date referred if documented on chart.

- 3- When complete, notify CAPP staff.