

Patron: His Royal Highness, Sultan of Perak, Sultan Nazrin Muizzuddin Shah

COLLEGE OF PHYSICIANS MALAYSIA & ACADEMY OF MEDICINE OF MALAYSIA



INTRODUCTION TO AUDIT AND QUALITY IMPROVEMENT WORKSHOP

Date: Saturday, 11th June 2022

Venue: The Cube (Level 4), Faculty of Medicine, University of Malaya

Organised by: College of Physicians Malaysia, CoPM in collaboration with Royal College of Physicians London

CPD : 8 Points

CPD Specialist : 8 Points

RCP CPD : 8 Points

Programme

Time (MYT / BST)	Audit	Speaker
8.30-9.00 am / 1.30-2.00 am	Registration	
9.00-9.15 am / 2.00-2.15 am	Welcome	Prof Dr G R Letchuman Ramanathan
9.15-9.35 am / 2.15-2.35 am	Introduction to Audit <ul style="list-style-type: none">• <i>Recognise the difference between RAQI projects</i>• <i>How it fits within the new National Postgraduate Medical Curriculum</i>	Dr Terence Ong Ing Wei
9.35-10.15 am / 2.35-3.15 am	The Audit Cycle <ul style="list-style-type: none">• <i>Understand the different parts of the audit cycle</i>• <i>Select a topic. Deciding what to audit</i>• <i>Determine standards. What standards to select? Types of standards (organisational, process or outcome standards)</i>• <i>Implementing change and re-audit</i>	Dr Ng Rong Xiang
10.15-10.30 am / 3.15-3.30 am	Tea break	

COLLEGE OF PHYSICIANS MALAYSIA & ACADEMY OF MEDICINE OF MALAYSIA



Group Activities		
10.30-11.00 am / 3.30-4.00 am	Groupwork <ul style="list-style-type: none"> • <i>Examples of Audits</i> • <i>Critical evaluation of past audits</i> 	Dr Terence Ong Ing Wei Dr Hor Chee Peng
11.00-11.30 pm / 4.00-4.30 am	Group Presentation 3 minutes per presentation 2 minutes for discussions	
11.30-12.00 pm / 4.30-5.00 am	Preparing an Audit proposal <ul style="list-style-type: none"> • <i>Identify team members</i> • <i>Written proposal or PowerPoint slide</i> • <i>Structure of proposal</i> <ul style="list-style-type: none"> - <i>Highlight deficit in practice</i> - <i>Objective of audit</i> - <i>Propose standard</i> • <i>Governance structure?</i> 	Assoc Prof Dr Edmund Ong Liang Chai
12.00-1.00 pm / 5.00-6.00 am	Structuring an Audit proposal (Individual/group)	
1.00-2.00pm / 6.00-7.00 am	Lunch symposium (Title: Anticoagulation Audit)	
2.00-2.15 pm / 7.00-7.15 am	Setting dateline	Siti Adilah
2.15-2.45 pm / 7.15-7.45 am	Data Collection & Data Analysis <ul style="list-style-type: none"> • <i>Data collection formality</i> • <i>Collecting the data (paper forms vs Google forms)</i> • <i>Analysing and presenting the data</i> 	Dr Hor Chee Peng
2.45-3.00 pm / 7.45-8.00 am	Tea break	
3.00-3.30 pm / 8.00-8.30 am	Preparing your Audit Proposal (groupwork)	
3.30-4.00 pm / 8.30-9.00 am	Presentation of Audit Proposal by Groups	Dr Jane Youde
4.00-4.40 pm / 9.00-9.40 am	Power of Audit & Introduction to Quality Improvement	Dr Jane Youde
4.40-5.00 pm / 9.40-10.00 am	Question & Answer Session Reflection and end of day	Assoc Prof Dr Edmund Ong Liang Chai

Patron: His Royal Highness, Sultan of Perak, Sultan Nazrin Muizzuddin Shah

COLLEGE OF PHYSICIANS MALAYSIA & ACADEMY OF MEDICINE OF MALAYSIA



Notes to attendees:

1. Physical attendance is preferred although online attendance is an alternative.
2. Appreciated to come to the audit workshop with an idea of audit for groupwork activities.
3. Please bring along laptop for groupwork.
4. Both physical and online attendees will be put into group for groupwork session. List of group will be send through email together with audit example.