

With  
Andrew  
Andrews  
MBE

# Record Keeping and the Law

**Duration: 1/2 day**  
**CPD Hours: 4**  
**Format: Face to Face**



Mr Andrew Andrews MBE Lawyer  
With Over 30 years of experience working with the NHS.

## Overview:

This course will analyze and explain the accountability of the Healthcare team member, and the different ways in which records can be examined. The professional standards and legal requirements that apply to record keeping will be explained. Common mistakes in record keeping will be highlighted through discussion and consideration of case studies.

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Training made easy

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## Key Learning Outcomes:

- ▶ Working to ensure records are an integral part of professional care.
- ▶ Maintaining simple, accurate, and professional records.
- ▶ Writing with the reader in mind.
- ▶ Recording in the context of professional accountability.
- ▶ Ensuring record entries are evidence-based.
- ▶ Maintaining professional standards and complying with legal requirements.
- ▶ Changing the mode of data capture
- ▶ Preventing common mistakes.

