

# YOUNGSTOWN COMMUNITY HEALTH CENTER

## CHART AUDIT PROCESS

**AUDIT TOPIC:** WIC audits

**DATE:** October 3, 1996

**DIRECTOR OF CLINICAL AFFAIRS:** \_\_\_\_\_

Audits of WIC charts will occur monthly according to the following procedures:

- 1) Monthly, 20 (twenty) WIC charts will be selected randomly by an assigned individual.
- 2) The audit will be completed by the Director of Clinical Affairs or an appointed staff member.
- 3) The audit will be performed according to the designed "WIC CHART AUDIT FORM."
- 4) A summary will be completed and presented to the QA/QI committee.
- 5) The committee will make recommendations and implement any changes as needed.

**YOUNGSTOWN COMMUNITY HEALTH CENTER**

**WIC CHART AUDIT FORM**

**CHART**

	<b>YES</b>	<b>NO</b>	<b>N/A</b>
1) Are the data recorded on to the wic evaluation section?	_____	_____	_____
2) Are the growth curves plotted according to age?	_____	_____	_____
3) Are the correct forms being used according to sex?	_____	_____	_____
4) Is the note section being completed?	_____	_____	_____
5) Is there a signature accompanying the notes section?	_____	_____	_____

**MEDICAL**

1) Is the impression consistent with the medical guidelines ?	_____	_____	_____
2) Is the plan consistent with the YCHC WIC protocols?	_____	_____	_____