

# The Atlantic Provinces Medical Peer Review



## Chart review – Offsite Assessment

Definitions (for the purpose of this records review)

<b>A</b>	<b>"Always"</b>	means ninety percent of files reviewed.
<b>U</b>	<b>"Usually"</b>	means from fifty to ninety per cent of files reviewed.
<b>S</b>	<b>"Sometimes"</b>	means between ten to fifty percent of files reviewed.
<b>N</b>	<b>"Never"</b>	means less than ten percent of files reviewed

	N/A	A	U	S	N
1. The date of each visit or consultation is clearly recorded.					
2. The record is legible.					
3. The patient's identity is evident on each component of the file.					
4. There is a system in place to clearly show that test results come to the attention of the physician (i.e. initialled?)					
5. A Cumulative Patient Profile (or equivalent summary sheet) relative to each patient is present.					
6. Allergies are clearly documented.					
7. The chief complaint is clearly stated.					
8. An adequate description of symptoms is present					
9. Significant positive and negative physical findings are recorded.					
10. A diagnosis or provisional diagnosis is noted.					
11. The treatment plan and/or treatment is noted.					

**COMMENTS ON RECORDS:** \_\_\_\_\_

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From the files provided, assessors are requested to look for the specific disease entities relevant to the physician's field of practice.

Clinical practice guidelines (CPG's) for those diseases to be reviewed are attached. Please include only those that apply when submitting this report. Evaluating care as "**Excellent**," "**Satisfactory**" or "**Deficient**", please comment on any concerns which may arise. It is important to note that the CPG guidelines are meant to be of assistance to assessors in making observations. They should not be taken as standards of any of the Atlantic Provinces Licensing Authorities.

**COMMENTS ON MANAGEMENT OF SPECIFIC DISEASE ENTITIES:** \_\_\_\_\_

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Recommendation from Chart Review: Offsite: \_\_\_\_\_ Onsite: \_\_\_\_\_

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Assessor Signature

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Date