

# SASKATCHEWAN COLLEGE OF PHYSICAL THERAPISTS

## Monitoring Tool #1 – Standardized Chart Audit

	YES	NO
<b>1) Medical legal standards:</b>		
a) Client name, DOB, date		
b) Signed entries		
<b>2) Assessment</b>		
a) Consent received for assessment (written or verbal noted)		
b) Subjective complete (client concerns, pertinent medical history, mechanism of injury)		
c) Objective tests presented and charted (safety tests, red flags)		
d) Analysis (diagnosis, goals)		
e) Plan (prescribed treatment techniques, education, appropriate referrals initiated, treatment frequency and duration)		
<b>3) Treatment</b>		
a) Evidence of patient knowledge of treatment technique		
b) Evidence of verbal or implied consent to treatment session		
c) Evidence of ongoing assessment		
d) Treatment techniques are documented in specific detail (location, type or name of technique)		
e) Modalities and devices used in treatment are documented in significant detail		
f) Patient response to treatment noted		
g) Treatment altered if desired response not obtained		
<b>4) Generalized Review</b>		
a) The chart shows continued knowledge of consent		
b) Treatment is progressed/altered according to goals and treatment response		
c) Treatments applied are within the scope of physiotherapy		
d) Frequency of charting is appropriate to condition or facility guideline		

Please provide comment for any items answered NO

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\_\_\_\_\_

Additional Comments \_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_ Registrants Name \_\_\_\_\_

Evaluator (printed) \_\_\_\_\_ Signature \_\_\_\_\_

## **GUIDELINES FOR USING MONITORING TOOL #1**

### **When used for restricted licensees and conditional licenses as a result of shortage of hours:**

Monitoring Tool 1-the Standardized Chart Audit will be used for a minimum of 3 months or until the registrant becomes fully licensed. The tool should be done a minimum of 2 times per week for the first four weeks, followed by 2 times every two weeks for the next 8 weeks if no concerns are identified in the initial 4 week period.

### **When used for conditional licensees as a result of disciplinary action:**

In using this Monitoring Tool 1, there may be some questions that would be more heavily weighted according to the complaint or the infraction.

### **Some things to consider when using the chart audit include:**

1. Sample Size: Depending on the clinical setting there may be a more rapid turn over of clients, or clients may be attending treatment for a longer period (e.g. musculoskeletal vs neurological).
2. Length of time in the Practice Setting: If the clinician has not been practicing in a particular area for a long time, a longer sample time may be considered (e.g. every three months for 18 months vs. every two months for 12 months).
3. Type of infraction: If the infraction in question was specific then the audit should target the client population (e.g. consent for spinal manipulation).
4. Timing you may choose to audit charts both before and after the infraction.
5. This monitoring tool must be kept confidential until such time as the individual becomes fully licensed, at which time this becomes the property of the fully licensed therapist.

## **SASKATCHEWAN COLLEGE OF PHYSICAL THERAPISTS**

### **Monitoring Tool #2 – Assessment of Clinical Performance (ACP)**

The *Assessment of Clinical Performance* is the recommended evaluation tool for therapists undertaking the re-entry process and/or awaiting successful completion of the Physiotherapy Competency Exam (PCE). Copies of this monitoring tool are made available to supervising employers/therapists through the SCPT office.

The Assessment of Clinical Performance will be completed at the 6 week period. If all indicators are designated as “entry level” then no repeat is required. If any areas are not at “entry level” the tool will be utilized again at 6 week intervals until the Registrant becomes fully licensed or ALL indicators meet the designated "entry" level.

This monitoring tool must be kept confidential until such time as the individual becomes fully licensed, at which time this becomes the property of the fully licensed therapist.