## Cellular pathology audit template

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| --- | --- |
| Date of completion | (To be inserted when completed) |
| Name of lead author/ participants | (To be inserted) |
| Specialty | Dermatopathology |
| Title | **An audit of turnaround times for reporting of non-neoplastic dermatopathology specimens** |
| Background | Tissue pathways published by the Royal College of Pathologists aim to provide guidance on best practice in the management and reporting of pathology specimens. This includes, but is not limited to, guidance on suggested turnaround time for the reporting of specimens. |
| Aim & objectives | This audit template is a tool to determine whether:  departments are achieving the suggested turnaround times for non-neoplastic dermatopathology specimens as set out in the tissue pathway,1 or in accordance with locally agreed turnaround times. |
| Standards & criteria | **Criteria range:** The Royal College of Pathologists recommends that non-neoplastic dermatopathology specimens are reported and authorised with 7 to 10 days:2  standard: 80% of cases must be reported within 7 calendar days and 90% within 10 calendar days  **OR**  within locally agreed turnaround times if appropriate. |
| Method | **Sample selection:** (To be completed by the author)  All cases of … within the time period from …. to …  Specimen received and date report authorised.  **Data to be collected on proforma (see below).** |
| Results | (To be completed by the author)  The results of this audit show the following compliance with the standards.   |  |  | | --- | --- | |  | % compliance | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  |   **Commentary:** |
| Conclusion | (To be completed by the author) |
| Recommend- ations for improvement | Present the result with recommendations, actions and responsibilities for action and a timescale for implementation. Assign a person(s) responsible to do the work within a timeframe.  **Some suggestions:**  highlight areas of practice that are different  present findings. |
| Action plan | (To be completed by the author – see attached action plan proforma) |
| Re-audit date | (To be completed by the author) |
| References | 1. Royal College of Pathologists. *Tissue pathways for dermatopathology.* Accessed May 2024. Available at: [https://www.rcpath.org/profession/guidelines/cancer-datasets-and-tissue-pathways.html#](https://www.rcpath.org/profession/guidelines/cancer-datasets-and-tissue-pathways.html) 2. Royal College of Pathologists. *Key performance indicators – proposals for implementation*. Accessed May 2024. Available at: <https://www.rcpath.org/profession/guidelines/kpis-for-laboratory-services.html> |

## Data collection proforma for non-neoplastic dermatopathology specimens

## Audit reviewing turnaround times

Patient name:

Hospital number:

Date of birth:

Consultant:

Case number:

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| --- | --- | --- | --- | --- |
|  | **1**  Date specimen received | **2**  Date report authorised | **3**  Calendar days between columns 1 and 2 | **4**  Compliant with guideline based on column 3 **Yes/No**  **(Yes: less than or equal to 10; no: more than 10)** |
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| **Audit action plan**  An audit of non-neoplastic dermatopathology specimens | | | | | | |
| Audit recommendation | Objective | Action | Timescale | Barriers and constraints | Outcome | Monitoring |
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