

**Audit – Does your clinical governance system support the delivery of safe and effective care in relation to oral surgical procedures in a high street general dental practice setting?**

**Who is the audit for?**

This is a voluntary audit and is suitable for practices or practitioners wishing to review the governance systems and processes that underpin the delivery of safe and effective oral surgery in a high street general dental practice setting.

A simple system of governance comprises of several domains including:

* Systems and processes to keep staff and patients safe
* Staffing and management of the practice
* Involving patients and managing information
* Education and training of the workforce
* Clinical audit and service improvement
* Providing evidenced based care

**What does it assess?**

* Facilities and Equipment for Oral Surgical procedures
* Training and Competence
* Pre-operative Assessment
* Diagnosis, Treatment Planning and Consent
* Peri-operative stage and Contemporaneous Record Keeping
* Management of Complications
* Treatment Outcomes
* Performance Indicators

**Who can complete the audit?**

The audit can be completed by any member of the dental team that has read and understood the relevant clinical and governance guidance pertinent to the provision of oral surgical procedures in a high street general dental practice setting (links provided below).

* Facilities and equipment: <https://www.resus.org.uk/library/quality-standards-cpr/primary-dental-care> , <https://bnf.nice.org.uk/guidance/prescribing-in-dental-practice.html> , <https://www.england.nhs.uk/commissioning/wp-content/uploads/sites/12/2015/09/guid-comms-oral.pdf>
* Scope of practice: <https://www.gdc-uk.org/docs/default-source/scope-of-practice/scope-of-practice.pdf>
* Record Keeping: <https://www.england.nhs.uk/wp-content/uploads/2019/10/dental-record-keeping-standards-a-consensus-approach.pdf> , <https://cgdent.uk/clinical-examination-and-record-keeping/>
* Dental Anxiety Questionnaire: [Forms - A4.indd (sdcep.org.uk)](https://www.sdcep.org.uk/media/begddyw4/dental-anxiety-form-4.pdf)
* Consent (Montgomery Ruling): <https://www.supremecourt.uk/cases/uksc-2013-0136.html>
* Minimising human error: <https://www.rcseng.ac.uk/dental-faculties/fds/publications-guidelines/locssips-toolkit-dental-extraction/>
* Management of complications: <https://www.rcseng.ac.uk/-/media/files/3rd-molar-guidelines--april-2021-v3.pdf>, <https://www.rcseng.ac.uk/dental-faculties/fds/faculty/news/archive/antimicrobial-prescribing-guidelines/>,

<https://www.nature.com/articles/s41415-019-0989-9?proof=t%253B>

**How many records should be audited, and how long might it take?**

Choose ten patient records where a patient has undergone an oral surgery procedure (such as a routine dental extraction, surgical extraction, soft tissue surgery, periodontal surgery) to assess the record keeping sections of the audit.

The average time taken to complete the audit is 3 hours however this will depend on your familiarity with the guidelines.

**What are the possible outcomes of the audit?**

* Identification of existing good clinical practice
* Improved clinical record keeping
* Improved awareness of reporting and preventing adverse events associated with oral surgical procedures
* Improved patient experience for oral surgical procedures

**How to use this audit.**

1. Familiarise yourself with the guidance documents.
2. Complete the audit questions using a combination of assessing the existing practice governance system and patient dental care records where an oral surgery procedure was carried out. A series of drop-down boxes are to be used to answer each question with a comments section if required. Please note, the governance questions are only required to be assessed once and not for each patient ID (see TAB 1 of the accompanying excel spreadsheet).
3. Use the accompanying results work sheet within the audit tool to identify areas for improvement (see TAB 2 of the accompanying excel spreadsheet).
4. Use the accompanying action plan work sheet within the audit tool to address the areas requiring improvement (see TAB 2 of the accompanying excel spreadsheet).
5. Present and discuss the results of the audit with the whole team at the dental practice.
6. Implement any required changes.