

ACFAOM 2010 - Special 1-Day Session: Saturday, August 28

7:30 AM – 12:00 PM

Quality Assurance in Charting - Part 1

This morning session is open to all conference attendees and discusses best practice methods to clinical charting. This also contains specific information for attendees preparing cases for ABPOPPM certification and re-certification.

Quality Assurance

- Standards of care in record keeping
- Parameters for requesting/performing consultations
- Criteria to be included in a H&P
- Utilization and procedures when performing and ordering clinical and laboratory diagnostic exams/studies
- Responsibilities in establishing a differential diagnosis
- Standards of care in treatment
- Requirements for appropriate patient education, informed consent and privilege

Expectations of Charting

- Formatting and maintaining medical records
- Utilization of forms
- Substantiating clearly what is performed, relative to what is documented
- Utilization and review of reports generated and received

Medical Record Keeping

- Review of proper formatting of cases
- Presenting chart notes, visuals, consultations, and laboratory information
- Correlation of listed diagnoses with documentation
- Proper formatting of cases when more than one practitioner saw the patient

1:00 – 6:00 PM

Quality Assurance in Charting - Part II

This afternoon session is open to all conference attendees, but focuses on specific information needed by those preparing cases for ABPOPPM certification and re-certification.

Common Errors in Preparing Cases

- Review of proper formatting of cases
 - Presenting chart notes, visuals, consultations and laboratory information
 - Correlation of listed diagnosis with documentation
 - Proper formatting for cases where more than one practitioner saw patient

Expectations of ABPOPPM Diplomate Practice Standards

- Residency training standards as a prerequisite for board qualification and certification
- Validation of clinical practice experience relative to ABPOPPM requirements prior to sitting for certification
- Expectations of ABPOPPM examinations blueprint relative to: content, diversity, and level of proficiency

- Correlating expected clinical practice proficiency guidelines relative to prior:
 - a) residency knowledge, clinical skills and attitudinal training validation
 - b) requisite clinical practice experience standards prior to sitting for certification
 - c) validated qualification/certification competency levels

Sample Chart Presentations

- Review and critique of several charts – table top workshops