BRITISH ACADEMY
OF AUDIOLOGY

Specialism

This senior role specialises in: Audit Lead

The duties within this role are as follows:

- Monitor and maintain departmental annual audit schedule
- Identify need for change to audit intervals and new areas for audit
- Create and distribute patient satisfaction survey questionnaires
- Complete departmental audit
  - Data collection
  - Data analysis
  - Results and Reporting
- Liaise with Trust Clinical Audit Department to register audits and notify of action plan outcomes and completion
- Lead audit team
- Feedback and present audit results to staff
- Maintain departmental results poster noticeboard
- Regular liaison with audiology management and QA lead with regards to changes

In additional to any other duties as requested by audiology management

Name of staff member _____

Dated Signature of staff member _____