

Shropshire Quality Assurance Audit Analysis Report template

* This analysis report should be completed to record the outcomes and learning of any collective audit activity.
* A copy of the report should be sent to the QA lead, Steve Ladd for inclusion in the quarterly/annual learning from audit activity briefings.
1. Purpose

Outline the specific focus of practice and the related activity in the QA framework this audit relates to.

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1. Methodology

Outline the method for case selection, audit tool used, process of audit, number of cases this analysis relates to and time frame of audits undertaken.

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1. Analysis and Learning

Outline the key areas of practice identified in this audit activity that relate to:

* Good practice (i.e. practice which identifies high quality social work intervention that others would benefit from learning from to improve practice throughout the service)
* Practice of concern (i.e. practice which identifies gaps or weaknesses in social work practice that others need to reflect on to ensure this is not common social work practice throughout the service).

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1. Emergency Activity
2. Urgent Actions

Were any immediate actions identified as a result of this audit activity that required immediate action/intervention to **safeguard a child** or address a **staff performance issue**?

YES NO

If yes please specify and ensure the Head of Service AD has been notified.

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Date: ………………………………………………………………

Author: ……………………………………………………………….

Title: ……………………………………………………………….

Date:………………………………………….