Completing the Chart Audit

Developmental Surveillance, Screening and Linking to Services: The Help Me Grow® System

1. Select Months

- Select at least six consecutive or non-consecutive months to be audited. At least four of the months must occur after your practice receives the Help Me Grow® training.
- Select at least one month that occurred prior to the Help Me Grow® training.

2. Identify 9, 12, or 18 Month Well-Child Visits

- Select twenty 9, 12, or 18-month well-child visits per your selected months to be audited.
- To reduce bias, select consecutive 9, 12, or 18-month well-child visits (not only those visits at which developmental surveillance and/or screening took place) and select visits that are representative of different providers at your practice.

3. Collect Patient Data for Chart Audits

- Complete the Chart Audit Form for each 9, 12, or 18-month well-child visit you selected.
- Number the selected visits consecutively (e.g., 1 – 20) to keep track of charts audited and entered into QInsight.

Tip: Complete all of the Chart Audit Forms on paper before entering data into QInsight.