Completing the Chart Audit

Engaging Pediatricians in Early Identification of Children with Autism Spectrum Disorders

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 Autism training.
   - Select at least one month that occurred prior to the Autism training.

2. **Identify 18 or 24-Month Well-Child Visits**
   - Select twenty 18 or 24-month well-child visits per your selected month to be audited.
   - To reduce bias, select consecutive 18 or 24-month 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 18 or 24-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.