



Joint National Audit Project



: How to do it

An Assessor's Perspective

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How to become an IQIPS Independent Technical Assessor (ITA)

○ Why

- > Passionate about Quality
- > Knowledge and experience of range of techniques and investigations
- > Raising the profile of Neurophysiology
- > Great for CPD!

○ How

- > Application to UKAS –
 - Via UKAS – Physiological Services accreditation (IQIPS) page; Apply to be an IQIPS Assessor
- > One-day Pre-training Workshop
- > 2-day Assessor Training Course

Standards and Criteria

- Domains
 - > Patient Experience
 - > Facilities, Resource and Workforce
 - > Safety
 - > Clinical
- Standards - between 5 and 9/domain
- Criteria – between 4 and 9/standard
- SAIT - Self Assessment Improvement Tool
- Documentation

Crucial core factors

- Ownership
- 'Corporate' style
 - > Trust logos where appropriate; service logo?
 - > Consistent style/layout
- Compliance
 - > Need to show that staff/service work to the standards set/stated
- Evidence, evidence, evidence!

Assessment on-site visit

- Team composition
 - > Assessment manager
 - > Lay Assessor
 - > Technical assessors
- Aims
 - > On-site check of hard-copy documentation
 - > Observation of practice
 - > Conversations with staff and patients

Assessment visit

- ◎ Who looks at what
 - > Assessment Manager – documents which support ‘Systems of work’; currency of documentation
 - > Lay Assessor – environment; patients’ perceptions
 - > Technical Assessors – clinical practice, staff understanding, involvement and awareness

My experience so far

- ◉ 2 services accredited
- ◉ Quality - setting the benchmark
- ◉ Benefits – for the applicants; for me!

Preparing for IQIPS

- 'IQIPS Light'
- Policies, procedures and guidelines
- Document, monitor, review
- Demonstrate –
 - > Procedures, policies, protocols
- Communicate

- Evidence, evidence, evidence!