

National Standard Medication Chart (NSMC) Audit System: Reporting user guide for coordinators

Hospital version 1.0

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Level 5, 255 Elizabeth Street, Sydney NSW 2000

Phone: (02) 9126 3600

Fax: (02) 9126 3613

Email: mail@safetyandquality.gov.au

Website: www.safetyandquality.gov.au

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Introduction

The [National Standard Medication Chart \(NSMC\) Audit System](#) is accessed via a secure web page on the Australian Commission on Safety and Quality in Health Care's (the Commission's) website.

Documentation about NSMC auditing can be found at the [National Standard Medication Chart auditing](#) web page.

The minimum supported browsers are:

- Chrome 57–59 (2017)
- Microsoft Edge 12 (Windows 10)
- Internet Explorer 11 (Windows 7+)
- Mac Safari 9 (2015).

Other browsers that should work, but have not been tested, are:

- Opera 43+ (2017)
- Firefox 45–50 (2016)
- iOS 9 Safari.

To contact the Commission about NSMC auditing, either email nsmc.audit@safetyandquality.gov.au or call 02 9126 3600.

Access to NSMC audit system reporting

The reporting feature is only available to coordinators. Coordinators can only view the audit records of their associated hospital(s).

There are three types of reports in NSMC audit system:

- 1) Audit Statistics Report
- 2) Patient Audit Report
- 3) Summary Report

Steps to access reports

Login to the [NSMC audit system](#) using email id and password

The screenshot shows a web browser window with the URL 'nimctest.azurewebsites.net/login'. The page has a blue header with the text 'National Standard Medication Chart (NSMC) audit system'. Below the header is a white login form with a blue 'Login' button at the top. The form contains two input fields: 'Email*' with the value 'testuser.one@health.gov.au' and 'Password*' with masked characters. Below the password field are three buttons: 'FORGOT PASSWORD' (blue), 'REGISTER' (green), and 'LOGIN' (blue). At the bottom of the page, there is a footer with the text 'AUSTRALIAN COMMISSION ON SAFETY AND QUALITY IN HEALTH CARE' and a small blue icon on the right.

Click the report tab in menu

The screenshot shows the NSMC Audit application interface. The left-hand navigation menu is visible, with the 'Reports' tab highlighted by a red rectangle. The main content area displays a list of audits under the 'Audits' header. The first audit listed is 'Defect retest 6233', with details including Type: Local [cid:960], Notes: Defect retest 6233, Created By: Administrator, and Hospitals: GOSFORD HOSPITAL, LONG JETTY HEALTH CARE FACILITY, WOY WOY PUBLIC HOSPITAL, WYONG PUBLIC HOSPITAL. The second audit is 'Comapriorn- Report Testing- NSW Central', with details including Type: Local [cid:957], Notes: This audit is created to validate the data of summary report. This is a comparison Audit for Test Coordinator Audit NSW Central, Created By: testuser.one@health.gov.au, and Hospitals: GOSFORD HOSPITAL, GOSFORD PRIVATE HOSPITAL. The third audit is 'Test Coordinator Audit -NSW central', with details including Type: Local [cid:956] and Notes: Report release 2 - UAT Round 2.

Click on the report you would like to run. The next three sections detail how to run each of the reports.

The screenshot shows the NSMC Audit application interface with the 'Audit Statistics Report' selected in the left-hand navigation menu. The main content area displays the 'Parameters' section for this report, which includes a dropdown menu for 'Audit Name' and an 'APPLY' button.

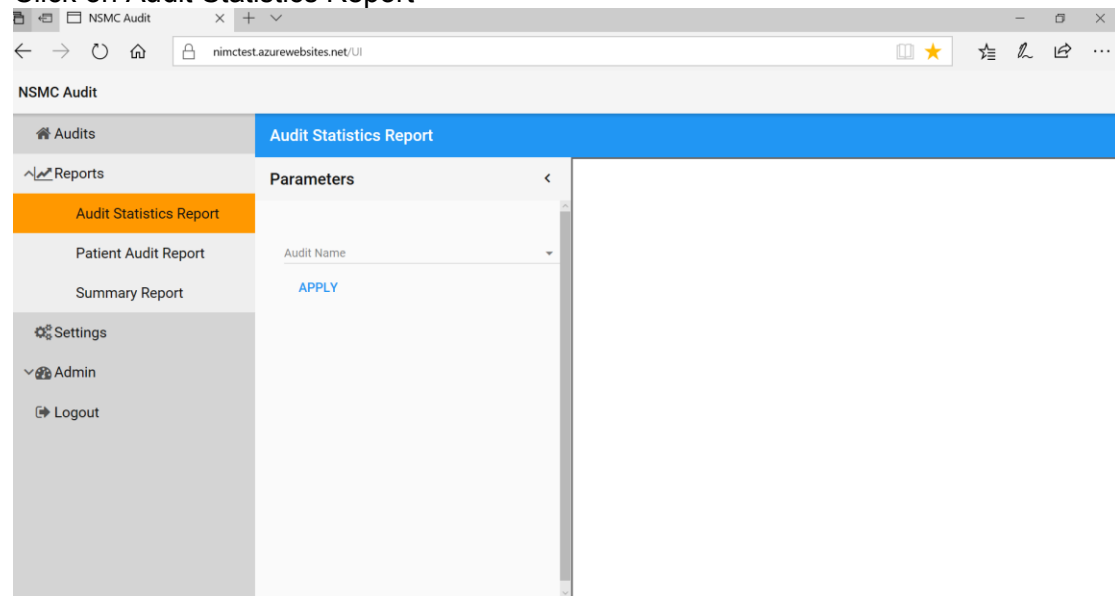
Audit Statistics Report

Audit Statistics report provides the following information for an audit:

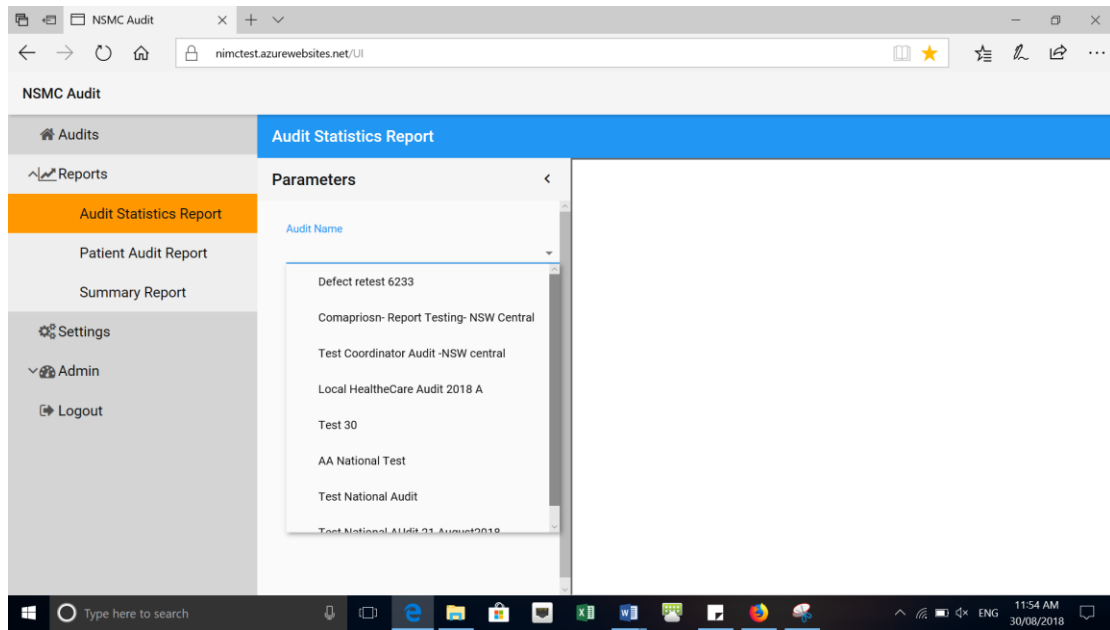
- Total number of
 - Participating hospitals
 - Public patient audits
 - Private patient audits
 - Public patient audits by state
 - Private patient audits by state
 - Patient audits by chart type
 - Patient audits by patient age (two groups, adult and paediatric)
 - Patient audits by hospital peer-group
 - Hospitals within peer-group

How to generate report

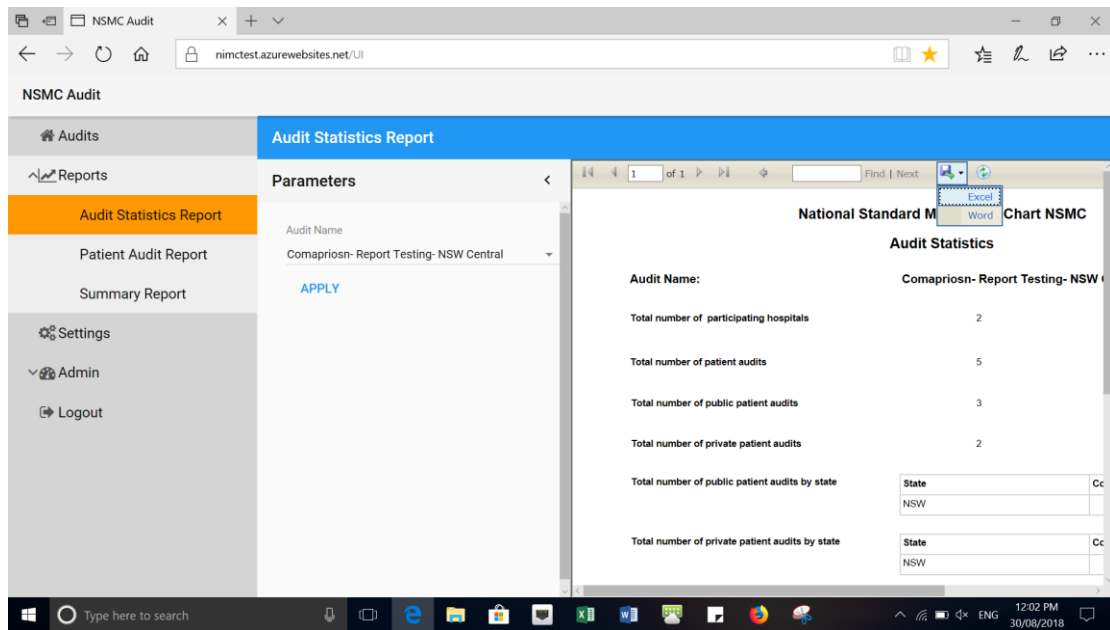
Click on Audit Statistics Report



Select the audit name from the drop down list and click Apply.



Click the save icon to download the report in Excel or Word format.

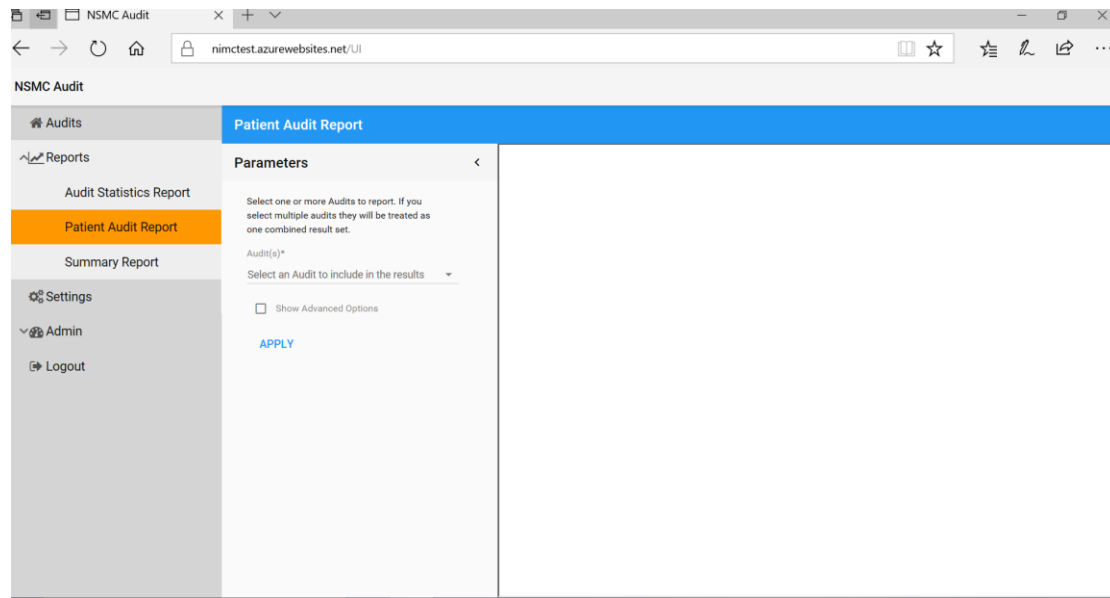


Patient Audit Report

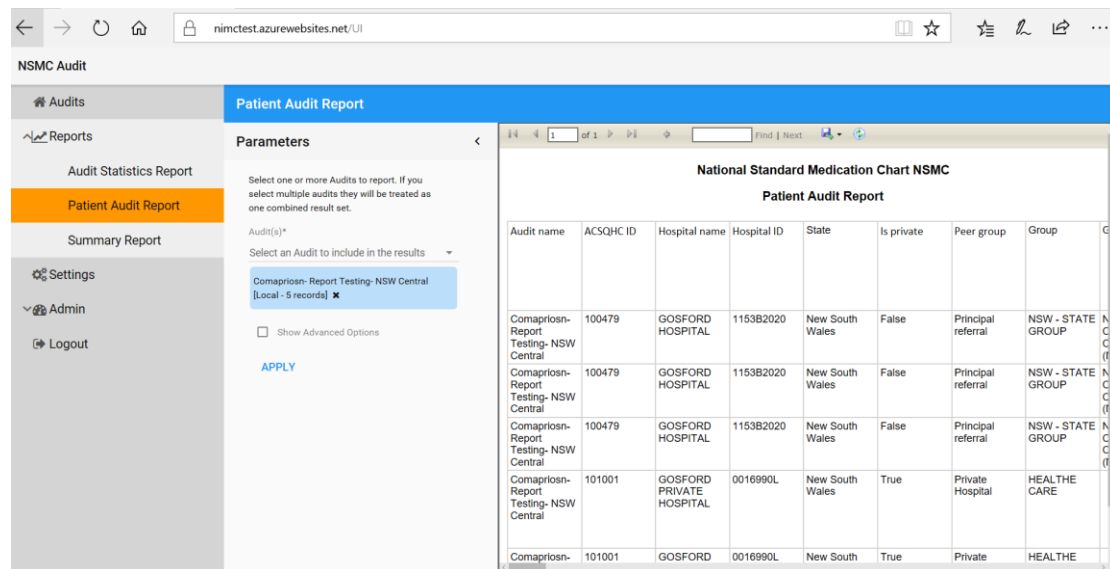
The Patient Audit Report displays all data collected from the NSMC audit form.

How to generate report

Click on Patient Audit Report



Select the audit(s) you would like to include in your report.



Select Show Advanced Options to apply additional filters

The screenshot shows the 'Patient Audit Report' interface. In the 'Parameters' sidebar, the 'Show Advanced Options' checkbox is checked and highlighted with a red box. Below it, the 'Only show Age 12 and under' checkbox is unchecked. The main table displays the following data:

Audit name	ACSQHC ID	Hospital name	Hospital ID	State	Is private	Peer group	Group	Group
Comapriosn-Report Testing- NSW Central	100479	GOSFORD HOSPITAL	1153B2020	New South Wales	False	Principal referral	NSW - STATE GROUP	NSW - CENTRAL COAST (NSW)
Comapriosn-Report Testing- NSW Central	100479	GOSFORD HOSPITAL	1153B2020	New South Wales	False	Principal referral	NSW - STATE GROUP	NSW - CENTRAL COAST (NSW)
Comapriosn-Report Testing- NSW Central	100479	GOSFORD HOSPITAL	1153B2020	New South Wales	False	Principal referral	NSW - STATE GROUP	NSW - CENTRAL COAST (NSW)
Comapriosn-Report Testing- NSW Central	101001	GOSFORD PRIVATE HOSPITAL	0016990L	New South Wales	True	Private Hospital	HEALTHCARE	
Comapriosn-Report Testing- NSW Central	101001	GOSFORD PRIVATE HOSPITAL	0016990L	New South Wales	True	Private	HEALTHCARE	

The following filters can be applied by selecting an item from the drop-down menu or typing directly into the field:

- Hospital
- Group
- Peer-group
- State

Select the 'Only show Age 12 and under' checkbox to filter for this patient cohort.

The screenshot shows the 'Patient Audit Report' interface. In the 'Parameters' sidebar, the 'Only show Age 12 and under' checkbox is checked and highlighted with a red box. The main table displays the following data:

Audit name	ACSQHC ID	Hospital name	Hospital ID	State	Is private	Peer group	Group	Group
Comapriosn-Report Testing- NSW Central	100479	GOSFORD HOSPITAL	1153B2020	New South Wales	False	Principal referral	NSW - STATE GROUP	NSW - CENTRAL COAST (NSW)
Comapriosn-Report Testing- NSW Central	100479	GOSFORD HOSPITAL	1153B2020	New South Wales	False	Principal referral	NSW - STATE GROUP	NSW - CENTRAL COAST (NSW)
Comapriosn-Report Testing- NSW Central	101001	GOSFORD PRIVATE HOSPITAL	0016990L	New South Wales	True	Private Hospital	HEALTHCARE	

Click the save icon to download the report to Excel.

The screenshot shows a web browser window displaying the 'NSMC Audit' application. The main content area is titled 'Patient Audit Report' and features a table of audit data. The table has columns for Audit name, ACSQHC ID, Hospital name, Hospital ID, State, Is private, Peer group, and Group. The data is filtered to show 5 records for 'Comapriosn- Report Testing- NSW Central'. An 'Excel' button is visible in the top right corner of the report area, indicating the option to download the report to Excel.

Audit name	ACSQHC ID	Hospital name	Hospital ID	State	Is private	Peer group	Group
Comapriosn- Report Testing- NSW Central	100479	GOSFORD HOSPITAL	115382020	New South Wales	False	Principal referral	NSW - STATE GROUP
Comapriosn- Report Testing- NSW Central	100479	GOSFORD HOSPITAL	115382020	New South Wales	False	Principal referral	NSW - STATE GROUP
Comapriosn- Report Testing- NSW Central	100479	GOSFORD HOSPITAL	115382020	New South Wales	False	Principal referral	NSW - STATE GROUP
Comapriosn- Report Testing- NSW Central	101001	GOSFORD PRIVATE HOSPITAL	0016990L	New South Wales	True	Private Hospital	HEALTH CARE
Comapriosn- Report Testing- NSW Central	101001	GOSFORD PRIVATE HOSPITAL	0016990L	New South Wales	True	Private Hospital	HEALTH CARE

Summary Report

This report generates a summary of audit results. Two audit results can be compared using this report, including the national audit.

Multiple audits can be selected to generate aggregated results.

Coordinator can compare their hospital with the national audit results. User need to select the national audit in result and comparison audit field , then apply the hospital/group/state filter on the result audit.

Coordinator can also compare their local audit with results in a national audit. User need to select the local audit in result audit field and national audit in comparison audit field.

How to generate report

Click on Summary Report

The screenshot shows a web browser window with the URL `nimctest.azurewebsites.net/UI`. The page title is "NSMC Audit". The main content area is titled "Summary Report" and is divided into two sections: "Parameters" and "Results".

Parameters Section:

- Instructions: "Select one or more audits to report. Optionally, choose one or more other audits for benchmarking the results"
- Field: "Result Audit(s)*" with a dropdown menu "Select an Audit to include in the results"
- Field: "Comparison Audit(s)" with a dropdown menu "Select an Audit to include in the results"
- Checkbox: "Show Advanced Options" (unchecked)
- Button: "SUBMIT"

Left Navigation Menu:

- Audits
- Reports
 - Audit Statistics Report
 - Patient Audit Report
 - Summary Report (highlighted)
- Settings
- Admin
- Logout

Select the audit(s) you would like to include in your report.

If you select multiple audits they will be aggregated

The screenshot shows the 'Summary Report' page in the NSMC Audit system. In the 'Parameters' section, under 'Result Audit(s)*', the audit 'Comapriosn- Report Testing- NSW Central [Local - 5 records]' is selected. The main content area displays the 'NATIONAL STANDARD MEDICATION CHART (NSMC) AUDIT RESULTS' for the period 25/08/2018 - 25/08/2018. A table titled 'Table 1 Achievement of key indicators of best practice' shows the following data:

Indicator Name	Your results	Your result (%)	Comparison result (%)
Medication history documented on chart or documented elsewhere and cross-referenced on chart	3/5	60	0
Indication documented on all medicine orders	167/168	99	0
Weight documented on all NIMC paediatric for patients aged 12 years and under	2/2	100	0
Prescriber details section legible and complete on PBS HMC	0/0	0	0
ADR details documented completely and correctly on all charts	3/5	60	0
Doses of medicines documented as administered (i.e. not missed) or reason for not administering specified	234/246	95	0
Patient identification (ID) completed correctly on all pages	4/5	80	0

Comparison Audit(s) (optional) - Select one or more audits to be reported in the comparison columns.

The screenshot shows the 'Summary Report' page with two comparison audits selected. In the 'Parameters' section, under 'Result Audit(s)*', 'Comapriosn- Report Testing- NSW Central [Local - 5 records]' is selected. Under 'Comparison Audit(s)', 'Test Coordinator Audit- NSW central [Local - 6 records]' is selected. The main content area displays the 'NATIONAL STANDARD MEDICATION CHART (NSMC) AUDIT RESULTS' for the period 25/08/2018 - 25/08/2018. A table titled 'Table 1 Achievement of key indicators of best practice' shows the following data:

Indicator Name	Your results	Your result (%)	Comparison result (%)
Medication history documented on chart or documented elsewhere and cross-referenced on chart	2/3	67	17
Indication documented on all medicine orders	124/125	99	100
Weight documented on all NIMC paediatric for patients aged 12 years and under	2/2	100	80
Prescriber details section legible and complete on PBS HMC	0/0	0	0
ADR details documented completely and correctly on all charts	2/3	67	17
Doses of medicines documented as administered (i.e. not missed) or reason for not administering specified	105/116	91	100
Patient identification (ID) completed correctly on all pages	3/3	100	83
All medicine orders complete and correct	98/144	68	95
VTE risk assessment completed and where indicated prophylaxis prescribed	1/1	100	0

Select Show Advanced Options to apply additional filters

The screenshot shows the NSMC Audit Summary Report interface. The left sidebar contains navigation options: Audits, Reports (Audit Statistics Report, Patient Audit Report, Summary Report), Settings, Admin, and Logout. The 'Parameters' sidebar is expanded, showing filters for 'Only show age 12 and under', Hospital (GOSFORD PRIVATE HOSPITAL), Group, Peer-group, State, and Comparison Audit(s). The 'Show Advanced Options' checkbox is checked. The main report area displays the title 'NATIONAL STANDARD MEDICATION CHART (NSMC) AUDIT RESULTS', the audit title 'Summary Results of Comapriosn- Report Testing- NSW Central', and the audit date '25/08/2018 - 25/08/2018'. Below this is a section for key indicators, including a table of results and a figure showing the achievement of key indicators.

Indicator Name	Your results	Your result (%)	Comparison result (%)
Medication history documented on chart or documented elsewhere and cross-referenced on chart	1/2	50	0
Indication documented on all medicine orders	43/43	100	0
Weight documented on all NIMC paediatric for patients aged 12 years and under	0/0	0	0
Prescriber details section legible and complete on PBS HMC	0/0	0	0
ADR details documented completely and correctly on all charts	1/2	50	0
Doses of medicines documented as administered (i.e. not missed) or reason for not administering specified	129/130	99	0
Patient identification (ID) completed correctly on all pages	1/2	50	100
All medicine orders complete and correct	63/63	100	0
VTE risk assessment completed and where indicated prophylaxis prescribed	1/2	50	0

The following filters can be applied by selecting an item from the drop-down menu or typing directly into the field:

- Hospital
- Group
- Peer-group
- State

Select the 'Only show Age 12 and under' checkbox to filter for this patient cohort.

This screenshot shows the same NSMC Audit Summary Report interface, but with the 'Only show Age 12 and under' checkbox selected in the 'Parameters' sidebar. The main report content is updated to reflect this filter. The audit title is 'Summary Results of Comapriosn- Report Testing- NSW Central' and the audit date is '25/08/2018 - 25/08/2018'. The table of key indicators shows different results compared to the first screenshot.

Indicator Name	Your results	Your result (%)	Comparison result (%)
Medication history documented on chart or documented elsewhere and cross-referenced on chart	2/3	67	0
Indication documented on all medicine orders	71/72	99	0
Weight documented on all NIMC paediatric for patients aged 12 years and under	2/2	100	0
Prescriber details section legible and complete on PBS HMC	0/0	0	0
ADR details documented completely and correctly on all charts	1/3	33	0
Doses of medicines documented as administered (i.e. not missed) or reason for not administering specified	59/70	84	0
Patient identification (ID) completed correctly on all pages	2/3	67	0
All medicine orders complete and correct	51/62	62	0
VTE risk assessment completed and where indicated prophylaxis prescribed	0/1	0	0

Click on the save icon to download the report in Excel or Word.

NSMC Audit

Summary Report

Parameters

Select one or more audits to report. Optionally, choose one or more other audits for benchmarking the results

Result Audit(s)*

Select an Audit to include in the results

Comapriosn- Report Testing- NSW Central [Local - 5 records] x

Only show Age 12 and under

Hospital

Group

Peer-group

State

Comparison Audit(s)

Select an Audit to include in the results

Only show Age 12 and under

Show Advanced Options

SUBMIT

NATIONAL STANDARD MEDICATION C (NSMC) AUDIT RESULTS

Title: Summary Results of Comapriosn- Report Testing- NSW Central

Audit Date: Comapriosn- Report Testing- NSW Central - 25/08/2018 - 25/08/2018

1. Summary of your hospital's results for key indicators

Table 1 Achievement of key indicators of best practice

Results for selected key indicators ranked from lowest to highest achievement

Indicator Name	Your results	Your result (%)	Comparison result (%)
Medication history documented on chart or documented elsewhere and cross-referenced on chart	2/3	67	0
Indication documented on all medicine orders	71/72	99	0
Weight documented on all NIMC paediatric for patients aged 12 years and under	2/2	100	0
Prescriber details section legible and complete on PBS HMC	0/0	0	0
ADR details documented completely and correctly on all charts	1/3	33	0
Doses of medicines documented as administered (i.e. not missed) or reason for not administering specified	59/70	84	0
Patient identification (ID) completed correctly on all pages	2/3	67	0
All medicine orders complete and correct	51/82	62	0
VTE risk assessment completed and where indicated prophylaxis prescribed	0/1	0	0

Figure 1

Achievement of key indicators

Indicator Name	Your results (%)	Comparison result (%)
Medication history documented on chart or documented elsewhere and cross-referenced on chart	67	0
Indication documented on all medicine orders	99	0
Weight documented on all NIMC paediatric for patients aged 12 years and under	100	0
Prescriber details section legible and complete on PBS HMC	0	0
ADR details documented completely and correctly on all charts	33	0
Doses of medicines documented as administered (i.e. not missed) or reason for not administering specified	84	0
Patient identification (ID) completed correctly on all pages	67	0
All medicine orders complete and correct	62	0
VTE risk assessment completed and where indicated prophylaxis prescribed	0	0