Guidance for Audit

_This guidance is set out in a way that matches the audit option in your learning log in the eportfolio. The expectation is that you would complete one audit in your first GP post._

**What was the subject and aims of the audit/project?**

Describe the topic chosen and what you hoped to learn by studying this topic. State the specific question that you were hoping to answer.

**What led to this subject being chosen?**

Explain how this subject relates to your work in General Practice and the particular post you were working in when you did the audit or project. Describe how the results of the study have the potential to alter your future practice, and how the study relates to the literature.

**What did you learn?**

Describe the results of your study and relate them to your own development and to the practice you are working in.

**What will you do differently in future?**

This needs to cover the domains of knowledge, skills and feelings and include suggestions of personal change as well as possible system changes.

**What further learning needs did you identify?**

Describe needs for learning and development that come out of the audit. These should be described in terms of knowledge, skills and feelings. The needs should be SMART (i.e. specific, measurable, achievable, realistic, timely). What you write in this section and the next should be transferable to your PDP.

**How and when will you address these?**

The plans should be realistic and fit into your schedule; your response here should be clear not vague.