

Auditor Training Workshop
Friday November 27, 2020
8:00 AM – 12:00 PM
Digitally through the University of Manitoba

Agenda

Pre-workshop learning

- | | |
|--|--------|
| 1. Audits done by CPSM – Why, What, How | 45 min |
| 2. Medical Records – What the CPSM requires | 30 min |
| 3. Medical Records – What is expected | 30 min |
| 4. Chart Audits – introduction to process and forms | 20 min |
| 5. Chart Stimulated Recall – introduction to process | 20 min |

Interactive Digital Workshop

- | | | |
|-------|---|--------|
| 8:00 | Welcome – Round table introductions | 15 min |
| 8:15 | Questions related to pre-learning topics
<i>Marilyn Singer</i> | 30 min |
| 8:45 | Chart audit practice session
(Includes breakout-working groups)
<i>Marilyn Singer</i> | 60 min |
| 9:45 | Break | |
| 10:00 | Delivering effective feedback - How to lead difficult conversations
(Includes breakout-working groups)
<i>Anita Ens</i> | 90 min |
| 11:30 | Report writing – how to put the information together
<i>Marilyn Singer</i> | 15 min |
| 11:45 | Concluding Remarks & Feedback | |