

**DIHS HEALTH RECORD ANALYSIS  
WORKSHEET AND REPORTING  
FORM**

A# \_\_\_\_\_

Provider \_\_\_\_\_

Encounter date: \_\_\_\_\_

Diagnosis: \_\_\_\_\_

**CRITERIA:**

**RECORD SET-UP**

1. Chart labeled and numbered according to policy.  
Y                      N                      Percent compliance \_\_\_\_\_
2. A#, detainee name, and facility on all forms.  
Y                      N                      Percent compliance \_\_\_\_\_
3. Chart order correct.  
Y                      N                      Percent compliance \_\_\_\_\_
4. Drug allergy identified in problem list and label on chart, if applicable.  
Y                      N                      Percent compliance \_\_\_\_\_
5. No known drug allergy (NKDA) identified on problem list.  
Y                      N                      Percent compliance \_\_\_\_\_
6. Consent forms present, signed, dated, and witnessed.  
Y                      N                      Percent compliance \_\_\_\_\_
7. Only approved DIHS forms used.  
Y                      N                      Percent compliance \_\_\_\_\_

**DOCUMENTATION**

1. SOAP format used.  
Y                      N                      Percent compliance \_\_\_\_\_
2. Entries are dated and timed (military time).  
Y                      N                      Percent compliance \_\_\_\_\_
3. Entries are legible and in black ink only.  
Y                      N                      Percent compliance \_\_\_\_\_
4. Entries are signed and identified with stamp or printed name.  
Y                      N                      Percent compliance \_\_\_\_\_

5. Abbreviations are from DIHS approved list.  
Y                    N                    Percent compliance \_\_\_\_\_
6. Charting errors corrected in accordance with policy.  
Y                    N                    Percent compliance \_\_\_\_\_
7. There are no blank spaces between entries.  
Y                    N                    Percent compliance \_\_\_\_\_
8. X-ray, labs, consults initialed/signed and dated by physician/designee  
Y                    N                    Percent compliance \_\_\_\_\_

Threshold \_\_\_\_\_  
Percent compliance with all criteria \_\_\_\_\_