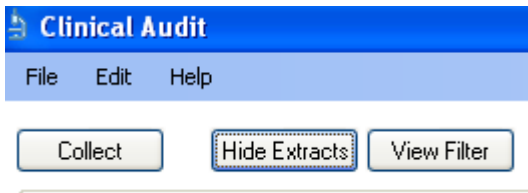


# Using PEN Clinical Audit Tool to complete your CHD and Diabetes Baseline Report

## In Clinical Audit Tool

1. Collect a new dataset by clicking on the **Collect** button.



Note: If you have already done a **Collect** in the last few days go to **View Extract** and click on the most recent Extract.

A Collect can take anywhere from 2 minutes to half an hour to complete. Opening an already existing Extract takes a much shorter time.

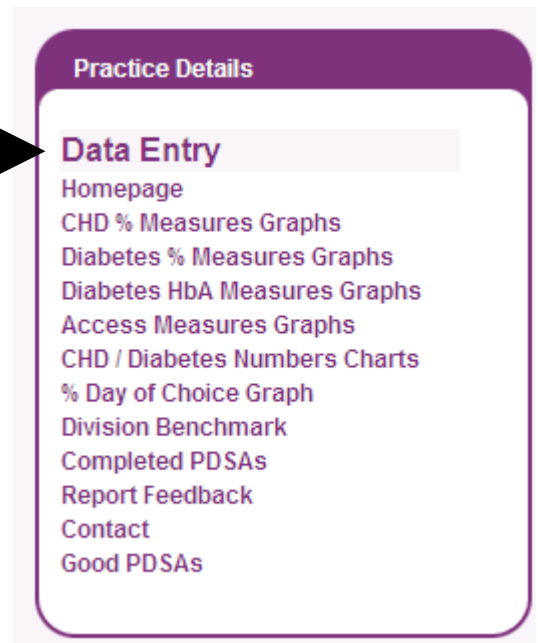
2. Once the first graph appears click on the **Standard Reports** tab (right hand top of screen).



3. This will display the NPCC Report showing the Diabetes and CHD figures – you will need to print this and transcribe the numbers and % figures into the NPCC report.

## From you APCC Home Page

1. Open **Internet Explorer** and go to your APCC Home Page (this should be in your **Favourites**).
2. From your **Home Page** click on **Data Entry**.
3. Transcribe the **CHD** figures into the table.
4. Click on the **Diabetes** tab and transcribe the figures.
5. Once complete click on **Save**.



Diabetes Tab

A screenshot of the 'CHD Measures' form in the APCC Home Page. The form has a purple header with the text 'CHD Measures'. Below the header is a list of measures with input fields: 'The number of Patients on the CHD register', '% of patients with CHD on aspirin', '% of patients with CHD who are on a statin', '% patients who have had an MI in past 12 months and who are on beta-blockers', and '% patients with CHD whose last recorded BP within the last 12 months <140/90 mm Hg'. Above the input fields is the text 'Enter "/>