

THE HONG KONG COLLEGE OF OTORHINOLARYNGOLOGISTS

Audit report of index procedure

Name of trainee:

Training center:

Index procedure:

Demographic data of patients:

- a. sex
- b. age - range, median, mean
- c. reasons for operations:
- d. procedures performed:

Complications:

- a. intra-operative
- b. immediate post-operative
- c. late post-operative

Results:

- a. symptoms relief
- b. recurrence/ failure rate

Discussion:

- a. technical problems identified
- b. cause of complications or poor results
- c. areas of future improvement

Comment on the report and the skill of a trainee by a supervisor:

Name of trainer: _____

Signature of trainer: _____ Date: _____