## Cellular pathology audit template

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| --- | --- |
| Date of completion | (To be inserted when completed) |
| Name of lead author/ participants | (To be inserted) |
| Specialty | Head and neck pathology/oral and maxillofacial pathology/ear, nose and throat |
| Title | Audit of quality of reporting of salivary gland cancer resection specimens |
| Background | Datasets published by the Royal College of Pathologists define the core data items that should be included in histopathology reports to ensure all necessary data is provided.  In 2024, the College’s *Dataset for the histopathological reporting of carcinomas of the salivary glands* was published, which lists and discusses the data items to be included when reporting these resection specimens.1 |
| Aim & objectives | This audit template is a tool to determine whether individual pathologists and/or departments are recording all core data items. |
| Standards & criteria | **Criteria range:** 100%, or if not achieved, there is documentation in the case notes that explains the variance.  **The agreed standards:**   * Each core data item stated in the dataset for inclusion in histology reports should be present in the final pathology report. |
| Method | **Sample selection:** (To be completed by the author)   * All salivary gland cancer resection specimens from a specified time period. * Review of histopathological reports. * Record whether or not data items are included. * Specimen received and date report authorised.   **Data to be collected on proforma (see below).** |
| Results | (To be completed by the author)  The results of this audit show the following compliance with the standards.   |  |  | | --- | --- | | **Data items** | % compliance | | Operative procedure |  | | Specimens submitted |  | | Tumour site |  | | Tumour focality |  | | Tumour maximum dimension |  | | Histological type |  | | Histological grade |  | | Extent of invasion |  | | Pattern of invasive front |  | | Perineural or intraneural invasion |  | | Lymphovascular invasion |  | | Margin status |  | | Pathological staging |  | | Lymph node status |  |   **Commentary:** |
| Conclusion | (To be completed by the author) |
| Recommend- ations for improvement | Present the result with recommendations, actions and responsibilities for action and a timescale for implementation. Assign a person(s) responsible to do the work within a timeframe.  **Some suggestions:**  highlight areas of practice that are different  present findings. |
| Action plan | (To be completed by the author – see attached action plan proforma) |
| Re-audit date | (To be completed by the author) |
| Reference | 1. Royal College of Pathologists. *Dataset for the histopathological reporting of carcinomas of the salivary glands.* Accessed October 2024. Available at: [https://www.rcpath.org/profession/guidelines/cancer-datasets-and-tissue-pathways.html#](https://www.rcpath.org/profession/guidelines/cancer-datasets-and-tissue-pathways.html) |

## Data collection proforma for reporting of salivary gland cancer resection specimens

## Audit reviewing practice

Patient name:

Hospital number:

Date of birth:

Consultant:

Case number:

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| **Standards** | **1**  **Yes** | **2**  **No** | **3** If no, was there documentation to explain the variance?  **Yes/No** plus free-text comment | **4** Compliant with guideline based on **Yes** from column 1 or an appropriate explanation from column 3. **Yes/No** |
| Operative procedure |  |  |  |  |
| Specimens submitted |  |  |  |  |
| Tumour site |  |  |  |  |
| Tumour focality |  |  |  |  |
| Tumour maximum dimension |  |  |  |  |
| Histological type |  |  |  |  |
| Histological grade |  |  |  |  |
| Extent of invasion |  |  |  |  |
| Pattern of invasive front |  |  |  |  |
| Perineural or intraneural invasion |  |  |  |  |
| Lymphovascular invasion |  |  |  |  |
| Margin status |  |  |  |  |
| Pathological staging |  |  |  |  |
| Lymph node status |  |  |  |  |

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| **Audit action plan**  An audit of quality of reporting of salivary gland cancer resection specimens | | | | | | |
| Audit recommendation | Objective | Action | Timescale | Barriers and constraints | Outcome | Monitoring |
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