

Clinical Audit Submission Checklist – EJMCR

- Audit focuses on patient care, safety, or service quality (not administrative/policy-only).
- Clear clinical standards or guidelines defined (e.g., NICE, local hospital protocol).
- Structured manuscript: Background, Aim & Standards, Methods, Results, Action Plan.
- Data collection period specified; minimum one audit cycle, preferably two.
- Inclusion/exclusion criteria clearly stated.
- Compliance measured against explicit standards.
- Tables/figures limited to 2–3, clearly labelled.
- Word count ≤ 2000 (Short Communication) OR ≤ 3500 (Original Article).
- Ethical approval or exemption statement included.
- Re-audit cycle (if available) described with comparison.
- Action plan based on results included.
- Institutional context provided (hospital type/size).
- References formatted in Vancouver style (≤10).
- Author declarations and contributions included.
- Submission category clearly selected (Short Communication or Original Article).