1. Go to the Clinical Informatics web site:  
   http://clininf.eu/cod/  
   Select the brand of computerise medial record (CMR) system used in your practice (UK only)

2. The Extraction Guide provides a step-by step guide to the data extraction. The Search Set contains the MIQUEST queries to run extract the audit results.

3. The audit results are placed into a folder with the Microsoft Excel macro labelled Diabetes spreadsheet  
   The macro highlights, in yellow, patients who need further review

4. Review the records of the patients highlighted in each search to confirm or refute the possible coding / classification /diagnosis problems

5. An Audit Form, also downloadable from http://clininf.eu/cod/ is provided to assist in systematic audit data collection

6. Change coding, classification, or diagnosis of diabetes for the appropriate patients  
   In pilot practices around 40% of cases identified required change

Figure 1: Audit overview flowchart