



**Irish Clinical Audit Network (ICAN)
Learning Set Guiding Principles**

TITLE: Irish Clinical Audit Network (ICAN)
Learning Set Guiding Principles

REVISION NO: 1

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1. Background

The Irish Clinical Audit Network (ICAN) was originally established in 2017 to foster collaboration among healthcare professionals involved in Clinical Audit.

ICAN is now re-established in accordance with one of the recommendations arising from the **National Review of Clinical Audit Report 2019**, which recommends “*that the HSE should support a national forum for clinical audit leads where knowledge and learnings can be shared and disseminated to individual health service provider organisations*”
<https://www.hse.ie/eng/services/publications/national-review-of-clinical-audit-report-2019.pdf>.

The purpose of the Irish Clinical Audit Network is to facilitate the sharing of best practice and experience to enhance the effectiveness and efficiency of the Clinical Audit process as per the Objectives detailed in **Section 3** below.

This is also in accordance with the principles of the **National Quality Improvement - Clinical Audit Network (N-QI-CAN) in the UK** <https://nqican.org.uk/>

2. Why set up a Learning Set?

Based on our engagement with the National Steering Group for Clinical Audit, related stakeholders and staff, it is apparent that there is a desire to bring about a forum for staff to share best practice in clinical audit and provide opportunities for peer to peer learning.

3. Learning Set Objectives

- To support the development of clinical audit
- To share clinical audit learning and experiences across Hospitals/Regions/Services
- To provide support and share clinical audit information/resources
- To provide guidance and links to international and national clinical audit resources.

Key Principles:

- Active engagement
- Learning
- Sharing
- Support
- Actions

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4. ICAN Membership

Inclusion Criteria

- HSE staff and affiliates* currently working in a Clinical Audit, Quality Patient Safety (QPS) or Quality Improvement (QI) role
- Including *Section 38 and *Section 39 staff currently working in a Clinical Audit, QPS or QI role
- Clinical Audit Leads
- Clinical, Administrative and non-clinical staff currently involved in or who have a remit in a Clinical Audit role in Healthcare in Ireland
- HSE National Centre for Clinical Audit (NCCA) Representative's

See Appendix 2 – ICAN Membership 2025

5. ICAN Meetings

Date and frequency of Meetings

- ICAN Learning set meetings will be held on a quarterly basis for 1 hour (dates/times to be confirmed in consultation with learning set members).

Platform for meetings will be primarily virtual (via MS Teams) to facilitate maximum attendance. The Group will aim to have a minimum of one in person meeting annually. See **Appendix 3**

Facilitation of the discussion

Meetings are facilitated by ICAN members (on rotation)

All members of the learning set can submit items for the agenda.

Conference call dial in details, agenda, action items and related documentation will be circulated in advance of each meeting.

Agreed Understandings

- Commitment to sharing (but only where appropriate and sharing does not compromise confidential business matters or other related matters)
- Respectful and inclusive approach.
- Active listening and participation.
- Opportunity for all members to participate.
- Commitment to time keeping, apologies to be sent in advance.
- Feedback on each meeting (what worked well and not so well/areas for improvement).

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Output from Meetings

The meeting output will be a record of action items (see **template in Appendix 1**):

Confidentiality of Discussions

All discussions during the learning set should remain confidential to the participants, whilst the learning from these discussions may be shared outside of the group.

6. Evaluation

A review by participants of the process and effectiveness of the learning set, as a support mechanism, will be undertaken on an annual basis or more frequently if required.

References

National Review of Clinical Audit Report 2019

<https://www.hse.ie/eng/services/publications/national-review-of-clinical-audit-report-2019.pdf>

National Quality Improvement - Clinical Audit Network (N-QI-CAN)

<https://nqican.org.uk/>

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Appendix 1: Summary Notes Template

Date/Times/Venue

Participants:

Apologies:

Item	Details	Responsible

2. Follow up Actions

Follow up actions arising from learning set discussion

Item	Details	Responsible	Status

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Appendix 3: ICAN Learning Set Meeting Schedule 2025

Meeting Date	Time	Platform (Virtual or In Person)

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