

Home Sleep Apnea Testing Quality Control Submission Requirements

Data submission requirements for annual quality control (QC) review

Submission due date is based on the anniversary date of the on-site assessment. DAP will notify accredited home sleep apnea testing (HSAT) organizations of their specific due date each year.

Below is a checklist to assist in the preparation of data to be submitted to ptqc@cpsbc.ca.

Organizational information (form available on the College website)

For in-house scoring services:

- List of individuals scoring HSAT studies for the organization
 - Name
 - Location
 - Qualifications (RPSGT or CPSGT), include certification number and expiry date. For CPSGT individuals include the name and location of supervising RPSGT
 - Date of last successful completion of an interscorer reliability (ISR) program

For outsourced scoring services:

- Name of the service
- Location/address
- Has the service provided evidence of an active QA program? If not, explain.

List of facilities within the HSAT organization

- DAP facility ID
- Facility name
- Address

Organizational information (form available on the College website)

- List of interpreting physicians
 - First and last name
 - List of facilities supported within the organization. Provide the DAP facility ID code(s) (e.g. 99999HS)
 - Indicate which facilities were included in the QC submission
- Signed attestation from medical director that all information provided is accurate and truthful

Interpreted Clinical Cases

- Ten anonymized clinical cases from each interpreting physician, across a sampling of facilities supported
 - Referral form
 - Patient questionnaires
 - Technical summary
 - Signed final interpreted report, including any letters sent to referring physician
- Number each case from 1 to 10ⁱ
- Clearly indicate the name of the interpreting physician on each case
- Clearly indicate the name of each scorer on each case
- Clearly indicate the DAP facility ID on each case
- Remove patient identifiers (names, PHNs, phone numbers, chart numbers, other identifiers)

ⁱ Be sure to keep note of how the cases were identified, in order to correlate feedback received on the HSAT QC review.