

EMS Audit Notes

Date:

Facility:		Auditor:		
Iowa EMS Element Description and Number		Audit Notes		
		Interview Notes (Interviewee Name and Results of Interview)	Documentation (Indicate Files Reviewed and Results) Note: Some Common Docs Listed for Convenience. Add "Other" as Needed.	Follow-Up Actions (Task, Responsibility, Due Date)
0	External Audit Findings/ Corrective Action Work Orders		<input type="checkbox"/> External Audit Findings <input type="checkbox"/> Corrective Action Work Orders <input type="checkbox"/> Other	
1	Environmental Policy Statement		<input type="checkbox"/> Policy <input type="checkbox"/> Other	

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2	Aspects and Impacts		<input type="checkbox"/> Procedure <input type="checkbox"/> List of Significant Aspects and Impacts <input type="checkbox"/> Other	
3	Legal and Other Requirements		<input type="checkbox"/> Procedure <input type="checkbox"/> Legal and Other Requirements List <input type="checkbox"/> Compliance Status Summary <input type="checkbox"/> Other	

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4	Objectives and Targets		<input type="checkbox"/> Objectives and Targets Documentation <input type="checkbox"/> Other	
5	Action Plan		<input type="checkbox"/> Procedure (suggested) <input type="checkbox"/> Other	

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6	Roles and Responsibilities		<input type="checkbox"/> Roles and Responsibilities Documentation <input type="checkbox"/> Other	
7	Communication and Training		<input type="checkbox"/> Procedure (communication) <input type="checkbox"/> Procedure (training) <input type="checkbox"/> Other	

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8	Monitoring and Measurement		<input type="checkbox"/> Procedure <input type="checkbox"/> Other	
9	Audit/ Assessment		<input type="checkbox"/> Procedure <input type="checkbox"/> Internal Audit Results <input type="checkbox"/> External Audit Results <input type="checkbox"/> Annual Report <input type="checkbox"/> Other	

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10	Reevaluation and Modification		<input type="checkbox"/> Procedure (suggested) <input type="checkbox"/> Management Review Meeting Notes <input type="checkbox"/> Other	
N/A	Other			