

Double check

What we were looking for...

1. Personal patient or staff information should not be included. For example, "3 year old boy" rather than "3 year old called Caleb."
2. The summary clearly explains **why** the patient is seeing the physio and speech pathologist.
3. Factual information about the events that happened in the session. For example, "During the appointment, the boy didn't do what the physio asked."
4. No personal judgements. For example, "The boy had trouble paying attention and following instructions."
5. Information is in the correct order of events.
6. Provide a summary of the results of the session. For example, "the patient needs a hearing test."

SAMPLE EMAIL

From: Student

To: Miss Austin

Observation of clinic session

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Dear Miss Austin,

Today I sat in on an appointment for a 3 year old boy. He needed to see a physiotherapist to help with his falls, and speech pathologist to help with his communication and talking.

The mum was worried about his talking the most. He only used a few words like 'mum' and 'more'.

During the appointment, the boy didn't do what the physio asked and kept playing with a ball.

They said the boy seemed to have trouble hearing or understanding what people were saying. The physiotherapist and speech pathologist also said he should see an occupational therapist. The physiotherapist and speech pathologist want to see him again with the occupational therapist in 2 weeks time.

Regards,

Your Name

