

# Consultation Plan



## IMG FELLOWSHIP SUPPORT PROGRAM

### Overview

This outline may be useful for formatting a consultation. It also gives examples of leading statements that can be used for each phase of the consultation. Leading statements are useful to make sure the consult flows well. Please modify this plan to suit your consultation style, the specific case and the time allowed.

## HISTORY

### Example of Leading Statement:

"I'd just like to ask you a few questions so that I can get to know you a little better?"

#### Checklist:

- History of presenting complaint
- Past medical history
- Social history
- Occupational/travel history
- Drugs—medications, smoking, alcohol, illicit drugs, over the counter medications
- Allergies
- Family history
- Sexual history if appropriate

### Example of Leading Statement

"I just want to ask you a few questions that may seem a bit personal but will help me to help you."

#### Checklist:

- Preventive history *eg smear tests, lifestyle, cholesterol*
- Review of systems

### Example of Leading Statement:

"Now I wanted to ask you some questions about your general health which will help in sorting out your problem today"

#### Checklist:

- CVS (*eg pain, palpitations, SOBOE, exercise intolerance, PND, syncope, oedema, claudication, hypertension*)
- RSP (*eg pain, SOB, cough, sputum, haemoptysis, asthma, sinusitis, bronchitis, pneumonia, night sweats*)
- GIT (*eg appetite, diet, weight change, nausea and vomiting, haematemesis, reflux, dysphagia, bowel habits, jaundice, abdo pain, haemorrhoids*)
- GUS (*eg frequency, dysuria, haematuria, nocturia, hesitancy, flow, incontinence, loin pain, stones, nephritis, hypertension, hernia, testicular mass, impotence*)
- NS (*eg vertigo, tremor, convulsions, pins and needles, faints, LOC, memory, headaches, weakness, vision, hearing*)
- MSS (*eg injuries, arthritis, pain, swelling, ROM, function, muscle wasting, nodules*)
- Endocrine (*eg diabetes, thyroid, adrenal*)
- RES (*eg tiredness, sore throat, glands, rashes, bleeding, bruising, bone pain, sore mouth, rigors*)

# EXAMINATION

## **Example of Leading Statement:**

“Next I would like examine you. Is that alright? Firstly, I would like to [e.g. listen to your heart]...”

### **Checklist:**

- Appearance (eg colour, distress, hydration)
- Weight and height and BMI
- Vital signs—temperature, PR, BP, RR. In addition to vital signs, it may also be relevant to ask about:
  - hand signs eg splinter hg, clubbing
  - neck eg thyroid
  - CVS
  - JVP
  - heart sounds
  - (peripheral pulses, calf tenderness)
- RSP – chest examination
- Abdo
  - inspection
  - palpation eg tenderness, masses, organ enlargement, ascites
  - rectal examination
- NS
  - cranial nerves
  - motor, sensory and gait
- MSS, GUS, RES, other endocrine (eg breast) if appropriate
- Office tests
  - Urinalysis
  - Glucose
  - ECG (if appropriate)

# DIAGNOSIS AND MANAGEMENT

## **Example of Leading Statement:**

“Let me tell you what I think is going on for you....”

“Having worked out what we think is going on for you, now I would like to talk through what we can do to help you...”

### **Checklist:**

- Differential diagnosis/working diagnosis
- Further investigations
- Management plan
- Treatment if appropriate (eg *prescription*)

# CLOSING THE CONSULT:

## **Example of Leading Statement:**

"OK I think we are almost there..."

or

"we have covered a lot today, lets just recap & be sure we are clear on what happens now..."

## **Checklist:**

- Patient asked for any more questions they may have
- Summary (patient to summarise back)
- Safety netting
- Follow up scheduled