

**Consultation Checklist**  
~ Dr Hashim

1. GRIPS
  - (i) Greet 
    - Hello... (waits for a response before continuing).
  - (ii) Rapport
  - (iii) Introduce self / Identity check 
    - My name is Dr... I'm one of the junior doctors in X department / the GP surgery.
    - May I know / could you confirm your name and age? | Name preference | Nice to meet you.
  - (iv) Purpose 
    - Blind Consultation:
      - How can I help you today? / What's brought you in today?
    - Orientated Consultation (Follow up / Admitted / Presenting complaint known) (3 P's):
      - **Position**: I understand that you are here for follow-up / have been in hospital for X days / have had some troubles with [symptom].
      - **Paraphrase task**: I've been asked to... Is that okay with you?
      - **Prior Understanding / Presenting Complaint**: So we're on the same page, can you take me through what's happened so far? (follow up, admitted) / Could you take me through what's been going on? (symptom) / Could you take me through what happened? (incident)
  - (v) Smile 😊
2. Focused History Taking
  - (i) P<sub>3</sub>MAFTOSA / PMAF
    1. Presenting Complaint / History of Presenting Complaint
      - Open Question: Tell me more about this [symptom].
      - SOCRATES (pain) / FODIPARA / Incident History
      - Differential Diagnosis
      - Risk Factors |  Red Flags | Relevant Systems Review  |  |
    - ★ Signposting: A few standard general health / women's health / sexual health questions... Some of these questions might seem a bit personal, but they might be related to your condition.
    2. Past Medical History
    3. Personal History (5P's of Women's Health | 6 P's of Sexual Health | Drug Abuse)
    4. Medication History
    5. Allergic History
    6. Family History
    7. Travel History
    8. Occupational History
    - ★ Signposting: A few questions now about your social habits and life situation...
    9. Social History (SADES): Smoking | Alcohol | Diet | Exercise | Stress | Home | Work | Driving
    10. Anything Else: Is there anything else you'd like to tell me?
  - (ii) ICE (throughout consultation, respond to cues)
    - Ideas: Have you had any thoughts about what might be going on?
    - Concerns: Is there anything in particular that is worrying you the most?
    - Expectations – Was there anything in particular you were hoping I could help you with today? (Check again at end of consultation).
  - (iii) Effects (ADLs | Work/School | Relationships | Sleep | Mental health | Reading | Leisure activities) 
    - How has this affected you? Has it stopped you from doing anything in day-to-day life...?
  - (iv) Summary 
    - Let's recap what you have told me so far... Is that correct?

## 3. Examination

- *Thank you very much Miss X for answering my questions. I'd now like to ...*
  - Basic Observations
  - Specific Examinations
  - Bed-side tests
- *...Would that be okay? (obtains verbal consent)*

## 4. Provisional Diagnosis

- *From what you've told me and from my examination I suspect that you may have...* 
  - Checks current understanding: *Is that something you've heard of before?*
  - Offers explanation: *Shall I explain it a bit further?*
  - Gives targeted explanation based on understanding. Chunks & checks. No jargon.

## 5. Management

- (i) Key Decisions e.g. Admit, Refer, Treat, Reassure, Other - start with these before running out of time.
  - *My recommendation would be to stay in hospital to allow us to...*
  - *I will make an urgent/2WW/very urgent/emergency referral to... (if routine just say referral)*
  - *I do think you would benefit from some treatment e.g. antibiotics.*
  - *It usually resolves on its own without treatment in a few days/weeks/months.*
  - [Plus any other decisions that address key issues in the case].
- (ii) Investigations
  - *I would need to confirm the diagnosis by... / I would also like to do...* 
    - Routine Blood Tests (FBC | U&Es | LFTs | Glucose | CRP and ESR)
    - Special Blood Tests
    - Imaging studies
    - Specimen collection and analysis
    - Invasive procedures / biopsies
- (iii) Treatment (involve patient in decision and come to mutually agreed treatment plan)
  - *If confirmed, we can give you.../ there are a few different options (e.g. conservative, medical, surgical)...It may also be that you require...I would advise/recommend that you...*
  - *Did you have any particular thoughts or preference about this?*

If referring to a specialist, include both what you would do in the meantime in the GP setting as well as what the specialist will do:

- 1) Assessment      2) Specialist Investigations      3) Specialist Treatments

## (iv) Aftercare (FSL)

- Follow-up: *I'd like to see you again in X weeks' time to check how you're getting on.*
- ★ ▪ Safety netting: *Please come back / dial 999 / alert a member of staff if...* ★
- Leaflet: *Before you go, I'll bring you some reading information about...*

## (v) Anything else?

- Double check Expectations (ICE)- *Is there anything else you were hoping I could help you with today?*

## (vi) Manners

- *It was nice meeting you 😊*