Consultation Analysis Tool

This is a tool which can help analyse a consultation.

The first column is for specific words or phrases the doctor uses eg “How does that affect you?”
The second column is for our analysis of the type of comment e.g. history (H), explanation (E), open question (OQ), closed question (CQ), statement, verbal echo, summarising, discussing options, etc.

In the third column, write **I** if the comment relates to Information Gathering.
In the fourth column, write **M** if it relates to Management and Planning.

Brief Description of Consultation (eg 40 y male, 2w cough, off work)			
Words Used	**Analysis**	**Information Gathering?**	**Management?**

Reflections: what worked well?

Ideas for developing my consulting technique:

You can also use this form to set a target skill to analyse, and then see if it occurs, for example, verbal echo, explaining, or safety netting, etc. Write your own target skill here, for this consultation:

Target skill:

Brief Description of Consultation (eg 40 y male, 2w cough, off work)			
Words Used	**Analysis**	**Information gathering?**	**Management?**

Reflections: What worked well? Did the doctor use the target skill? When could it have been used?

Ideas for developing my consulting technique: