

APPOINTMENT SUMMARY

- Ensure writing is legible
- Short sentences, simple words
- Key information only

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|---|-------|
| Patient Name: | Date: |
| Appointment with: (name and job title) | |

| Summary of appointment (health status, diagnosis, options, recommendations etc.) | Translation in language |
|--|-------------------------|
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| What happens next (treatment plans, referrals made etc.) | Translation in language |
|---|-------------------------|
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| What the patient needs to do (tests, appointments, medication, behavioural instructions etc) | Translation in language |
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If you do not understand, or are worried about something written here, please ask the doctor or nurse.