**Consultation Observation Tool: Marking/Notes Sheet – ACP**

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| **Date:****ACP Name:****Assessor:****GMC/NMC/HCPC no:** |

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| Grades | **I** – Insufficient evidence | **N** – Needs further development | **C** - Competent | **E** - Excellent |

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| **Criterion** | **Grade** | **Evidence** |
| Discovers the reason for the patient's attendance |
| Encourages the patients contributionGC1, GC6, GC12, CC1-5 |  |  |
| Responds to cuesGC1, GC5, GC6, GC 7, GC12, CC1-5 |   |  |
| Places presenting problem in appropriate psychosocial contextGC1, GC6-7, GC 11-12, CC1-5 |  |  |
| Explores patient's health understandingGC1, GC6, GC 7,GC 11,GC12, CC1-5 |  |  |
| Defines the clinical problem |
| Includes/excludes likely relevant significant conditionGC5, GC7, GC11 |  |  |
| Appropriate physical or mental state examinationGC2, GC5, GC6 GC18 |  |  |
| Makes appropriate working diagnosisGC2, GC5, GC6, CC1-5 |  |  |
| Explains the problem to the patient |
| Explains the problem in appropriate languageGC6, GC7, GC12, GC13 |  |  |
| Addresses the patient's problem |
| Seeks to confirm the patient's understandingGC6, GC7, GC8, GC12 |  |  |
| Makes an appropriate management planGC3, GC5-12, GC15-17 |  |  |
| Patient is given the opportunity to be involved in significant management decisionsGC6-7, GC11-12 |  |  |
| Makes effective use of the consultation |
| Makes effective use of resourcesGC3,4,6-11, GC24 |  |  |
| Condition and interval for follow up are specifiedGC6-12, 16, CC1-5 |  |  |

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| **Feedback & recommendations for further development:** |

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| **Agreed action:** |