

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 eg 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 female, 2w cough, off work)			
Words Used	Analysis	Information Gathering?	Management?

Reflections: what worked well?

Ideas for developing my consulting technique:

