



**Preparing**  
*Am I prepared?*

- ⚙️ Preparing oneself
- ⚙️ Preparing the space
- ⚙️ Checking the medical record

**Opening**  
*Are we off to a good start?*

- ⚙️ Establishing relationships
- ⚙️ Establishing the agenda
- ⚙️ Initial observations

**Gathering**  
*Have I gathered a well-rounded impression?*

- ⚙️ History and examination of presenting problem
- ⚙️ Patients Perceptions of the problem (ICEIE)
- ⚙️ Relevant background information (Lifeworld)

**Formulating**  
*What, so what, what else, what next?*

- ⚙️ Stop, think, consider your biases!
- ⚙️ Differential diagnosis and problem lists
- ⚙️ Red flag signs and symptoms

**Explaining**  
*Have we reached a shared understanding?*

- ⚙️ Check: current understandings and desire to know
- ⚙️ Chunk: simple language, visual aids and mini-checks
- ⚙️ Check: if shared understanding has been achieved

**Activating**  
*Is the patient better placed to engage in self-care?*

- ⚙️ Noticing self-care opportunities
- ⚙️ Connecting to useful resources
- ⚙️ Helping patient to make important changes

**Planning**  
*Have we created a good plan forward?*

- ⚙️ Encourages contribution
- ⚙️ Proposing options
- ⚙️ Attends to ICE (IE)

**Doing**  
*Have I provided a safe and effective intervention?*

- ⚙️ Formal and informal consent
- ⚙️ Due regard for safety
- ⚙️ Skilfully conducted procedure

**Closing**  
*Have I brought things to a satisfactory conclusion?*

- ⚙️ Questions and Summary
- ⚙️ Safety-netting
- ⚙️ Follow-up

**Integrating**  
*Have I integrated the consultation effectively?*

- ⚙️ Updating the clinical record
- ⚙️ Noting and acting on clinician's learning needs
- ⚙️ Dealing with feelings