Assessment report for the physician

Sample phrases for every situation

 **Key elements of an assessment report**

* + Phonak has provided you with a series of sample phrases to help you construct a standard assessment summary letter to send to the referring physician.
	+ The letter should comprise the following elements
		- Introduction
		- Patient details
		- Background to assessment
		- Assessment results
		- Additional information for the physician
		- Next steps
		- Final sentence
	+ The following pages provide sample content for you to cut, paste and amend to suit your needs, to construct your assessment summary report.

**Introduction**

* + Dear *Dr X*
	+ I recently saw your patient, *Mr X*, for a hearing examination.
	+ Many thanks for your referral and your trust.

**Patient details**

* + *Mr X*, age XX years, attending your practice for …

**Background to examination**

* + *Mr X* was referred due to …
		- self-reported hearing loss
		- hearing loss suspected by the physician
		- recent exposure to exceptionally loud environment
		- occupational exposure to high levels of noise
		- concern over possible hearing loss expressed by *Mr X’s family/friends/colleagues*
	+ *Mr X* has been diagnosed with …

**Result of examination (the most important part: explain in detail with audiometry results etc.)**

* + On examination, pure tone audiometry indicated
		- hearing within normal limits.
		- Mild/moderate/severe/profound, conductive/sensorineural/mixedhearing loss.
	+ Tympanometry (if performed) indicated
		- normal middle ear function
		- reduced compliance/tympanic membrane perforation etc.
	+ *Mr X* has been fitted with (a) monaural/binaural hearing aid/s
	+ No hearing aids were fitted because *<<state reason>>*
	+ Patient was not examined because *<<state reason>>.*

**Additional information for the physician**

* + It is recommended that *Mr X* undergo regular hearing examinations due to *<<state reason>>.*
	+ *Mr X* expressed concerns that may be relevant to his healthcare management. In particular he *<<state concern>>.*
	+ Please ask *Mr X* if he finds the hearing aid beneficial when you next see *him.*

**Next steps**

* + *Mr X* is scheduled for a follow-up examination on *<<insert date>>.* We will inform you of the outcome of that visit.
	+ Please refer *Mr X* to us again if the symptoms of hearing loss reappear
	+ Please refer *Mr X* to us again if the hearing loss worsens
	+ Please refer *Mr X* to us again if *he* is concerned about his hearing

**Final sentence**

* + If you have any questions please feel free to contact me at any time.