Examine 20 consecutive medical records you have made, these may be face to face or telephone consultations or a mixture. Try to look at them as if your only contact with the patient is the medical record – ask “does this give me sufficient information?”

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| **Presenting Complaint** | **Duration of symptoms recorded** | **PMH Family History****Social history** | **Drug History /Allergy status** | **Examination findings recorded (including –ve ones)** | **Diagnosis clear** | **Prescription or plan of action recorded** | **Safety netting** |
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**What do the findings tell you about your medical records?**

**Are there any learning points or actions from this exercise?**