

**TODAY:**

1. Review
2. Choosing Case Notes in Groups
3. Produce letter plan

## REVIEW

1. Criteria!
2. Paragraphing – flexible
3. Layout



15<sup>th</sup> July 2017

Nurse-in-Charge  
District Nursing Service  
Greenville Community Health Centre  
80 High Road, Greenville

Dear Sir/Madam,  
Re: Ms Margaret Helen Martin, 81 years old

I am writing regarding Ms Margaret Helen Martin, who underwent repeated angioplasty following an angina. She is due to be discharged tomorrow and requires ongoing care and support.

Introduction:  
Purpose

Ms Martin was admitted to our hospital earlier today and underwent a successful procedure. Following her surgery, she was placed on post-operative care. During her hospitalisation, there were no signs of infection or bleeding on her catheter site apart from the bruise which were noted. Also, she became anxious about returning home, but she was unsure whether she will cope. In terms of her current condition, she is able to tolerate a light diet and fluids.

Inside your  
OET  
sandwich  
you put what  
the READER

In terms of her medical history, she initially underwent an angioplasty in 2008, has hypertension, which is managed by metoprolol and ramipril, and has hypercholesterolemia, for which an atorvastatin is being taken. In addition, she has coronary artery disease, which is controlled by aspirin and clopidogrel. With regards to her social background, she is unmarried, has no children and lives alone at home. Although she has siblings and relatives, their contacts with her are intermittent. Additionally, she lives a sedentary lifestyle that might have related to her being overweight, and she tends to be anxious about her health.

In view of the above, it would be greatly appreciated if you could provide ongoing care and support. Please note that she requires a regular monitoring on her dietary regimen, under the supervision of a dietician, and kindly assist her light exercise, which are monitored by a physiotherapist. Please be aware of the fact that she needs to avoid heavy lifting for 12 weeks and please note that she requires regular monitoring on her wound site for bruise or infection. In addition, it is important to note that she needs a regular visits from her family in order

Request:  
Expanded  
purpose

Plan:

**Introduction**      **management**

**Timeline**

**Background**

**Requests**      **management**

PPP MEDSAMPLE03

**Occupational English Test**

**WRITING SUB-TEST: MEDICINE**  
**TIME ALLOWED: READING TIME: 5 MINUTES**  
**WRITING TIME: 40 MINUTES**

Read the case notes and complete the writing task which follows

**Notes:**  
**Assume that today's date is 17 June 2018**  
 You are a doctor in the Outpatients Clinic of Northwood Hospital. You see a patient who is complaining of a painful hand.

**PATIENT DETAILS:**  
**Name:** Betty Weston  
**Marital status:** Divorced  
**Residence:** 59 Atlantic Avenue, Northwood  
**DOB:** 12 Feb 1964 (55 years)  
**Next of kin:** Mother (80 years)

**Social background:**  
 Occupation: supermarket manager (job: 'y tiring'; pt. aware that obesity is aggravating factor), long hours, 'on feet all day'  
 Lives with mother (is caregiver) & 2 of 3 children (sons aged 23 & 25), daughter: married, lives nearby  
 Diet: high-fat, high-calorie, irregular meals (often binges)  
 Leisure: TV, reading - no sports/physical activity

**Past medical history:**  
 Type 2 diabetes mellitus (2012), hypothyroidism (2015)  
 Obesity  
 Arthrosis  
 Surgeries: 1999 - appendectomy  
 2014 - cholecystectomy (cholecystitis diag. late 2013)  
 Obstetric history: G3P3A0L3  
 Allergies: none  
 Non smoker  
 No alcohol

**Outpatient clinic: 10 Jun 2018**

**Presenting problem:**  
 Numbness/tingling in thumb, by pain (relieved by moving)  
 Difficulty unscrewing jar tops  
 Pt. denies trauma to R hand

**Physical examination:**  
 VS: BP: 132/84 mmHg, P: 7  
 T: 36°C, RR: 32 breaths/min  
 Body Mass Index (BMI): 32 kg/m<sup>2</sup>  
 Cardiovascular: normal heart  
 R hand: no swelling, ↓-grip strength  
 Phalen's manoeuvre & Tinel's

**Diagnosis:** Carpal tunnel syndrome

**Medications:** Metformin 1500mg/day PO d (diabetes mellitus)  
 Enalapril 20mg PO qDay (dis)  
 Levodopa 25mg PO qD  
 Paracetamol 500mg PO, prn

**17 Jun 2018**

**Review of symptoms:**  
 Fatigue, cold intolerance, co

**Discharge plan:** Conservative management: i  
 Electromyography (EMG), ne  
 neurologic diagnosis  
 ↓-BMI  
 Refer to physical therapy for  
 wrist strain)  
 Continue baseline medicatio  
 Thyroid Stimulating Hormone  
 Refer to occupational therap  
 assessment

**Writing Task:**  
 Using the information given in the case notes, v  
 therapist, for further management of Betty's con  
 Therapist, Northwood Community Health Cent  
 In your answer:

## Choose case notes

### Occupational English Test

PPP MEDSAMPLE03

PPP MEDSAMPLE03

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 Obesity  
 Arthrosis  
 Surgeries: 1999 - appendectomy  
 2014 - cholecystectomy (cholecystitis diag. late 2013)  
 Obstetric history: G3P3A0L3  
 Allergies: none  
 Non smoker  
 No alcohol

**Outpatient clinic:** 10 Jun 2018

#### Presenting problem:

Numbness/tingling in thumb, index & middle finger of R hand (3 wks' duration), sleep disturbed by pain (relieved by moving fingers)  
 Difficulty unscrewing jar tops and gripping glass/cup, objects slip from fingers  
 Pt. denies trauma to R hand or pain in other joints

#### Physical examination:

VS: BP: 132/84 mmHg, P: 78 beats/minute,  
 T: 36°C, RR: 32 breaths/minute  
 Body Mass Index (BMI): 32 kg/m<sup>2</sup>  
 Cardiovascular: normal heart sounds, no murmurs  
 R hand: no swelling, ↓grip strength  
 Phalen's manoeuvre & Tinel's sign: both positive

#### Diagnosis:

Carpal tunnel syndrome

#### Medications:

Metformin 1500mg/day PO divided q8hr with meal (diabetes mellitus)  
 Enalapril 20mg PO qDay (diabetes mellitus)  
 Levothyroxine 25mcg PO qDay (hypothyroidism)  
 Paracetamol 500mg PO, pm

**17 Jun 2018**

#### Review of symptoms:

Fatigue, cold intolerance, constipation

#### Discharge plan:

Conservative management: night-time wrist splinting (for >3 weeks)  
 Electromyography (EMG), nerve conduction study (NCS) → stabilise severity/exclude other neurologic diagnosis  
 ↓BMI  
 Refer to physical therapy for aerobic fitness & weight-loss program (avoid exercises that cause wrist strain)  
 Continue baseline medication  
 Thyroid Stimulating Hormone (TSH) blood levels: assess need to ↑Levothyroxine  
 Refer to occupational therapy for wrist splint (custom-made, in neutral position) & ergonomics assessment

#### Writing Task:

Using the information given in the case notes, write a referral letter to Ms Goody, a community occupational therapist, for further management of Betty's condition. Address the letter to Ms Alison Goody, Occupational Therapist, Northwood Community Health Centre, Northwood.

#### In your answer:

- Expand the relevant notes into complete sentences
- Do not use note form
- Use letter format

The body of the letter should be approximately 180–200 words.

PLAN

Introduction	Purpose: management & assessment
<p>Timeline*</p> <p>Sequence must be clear</p>	<ul style="list-style-type: none"> <li>• 10<sup>th</sup> June</li> <li>• Numbness &amp; tingling in right hand</li> <li>• <i>Difficulty</i>: unscrewing, etc. [summarise]</li> <li>• Exam: no swelling and reduced grip</li> <li>• Phalen's &amp; Tinel's</li> <li>• Diagnosis: CTS</li> <li>• Paracetamol – 500 mg</li> </ul>
Background	<ul style="list-style-type: none"> <li>• Diabetes type 2</li> <li>• Hypothyroid</li> <li>• Arthrosis</li> <li>• BMI 32 / diet</li> <li>• Job: 'tiring'</li> <li>• Sedentary lifestyle</li> <li>• Carer for mother / lives with her</li> </ul>
Requests	<p>Purpose: management &amp; <u>ergonomic</u> assessment</p> <ul style="list-style-type: none"> <li>• Wrist splint – neutral position</li> <li>• Please note: EMG &amp; NCS / physiotherapy {already done: referrals}</li> </ul>

Homework: [alain@set-english.com](mailto:alain@set-english.com)



Choosing case notes...

Flexible  
Useful  
Helpful

Relax about this one

d	Content	Conciseness & Clarity	
2	Content is appropriate ✓ to intended reader and addresses what is needed to continue ✓ care (key information is included; no important details missing); content from case notes is accurately represented	Length of document is appropriate to case and reader (no irrelevant information included); information is summarised effectively and presented clearly	Writi appr read know langu polite appr and
			Per
	Content is appropriate		Writi appr

Not flexible  
Very clear  
Directly related to reader

Must not be here

THEY CANNOT TEST TECHNICAL KNOWLEDGE