

OET Writing: How to expand the case notes



- ✓ Expand into full sentences – adding subject/verb/articles as appropriate
- ✓ Avoid abbreviations and symbols
- ✓ Review common collocations
- ✓ Demonstrate flexible & confident use of language for different contexts

Grammar to use:

Passive be + past participle

Tenses

Ms Jones has hypertension, for which ramipril **is prescribed**. } present simple

Mr Smith **was admitted** to the Emergency Department with severe lacerations to the left leg. } past simple

She **has been referred** to the dietician for advice on her diet. } present perfect

He **will be reviewed** by the surgeon in 6 weeks' time. } future

Admission: 24/02/20
Diagnosis: Fractured R neck of femur } **case notes**

*Mr Patel **was admitted** to the hospital on 24/02/20 with a fractured right neck of femur.* } **OET letter**

Tenses

present simple

current situation

*Mr Holmes **mobilises** with a wheelie walker.*

*She **requires** assistance with her ADLS.*

past simple

past medical history and medical treatment

- ✎ Dressings **were applied** to the burns and she **was administered** analgesics for the pain.
- ✎ He initially **presented** with shortness of breath and **had** widespread wheeze.

present perfect

ongoing medical conditions

- ✎ He **has had** diabetes since 2006.
- recent referrals/interventions still relevant now
- ✎ The Occupational Therapist **has been contacted** to install any necessary modifications to his home.

future

future needs

- ✎ Mr Webb's stitches **will be removed** on 4th March.
- ✎ Her daughter **will stay** with her for 6 weeks after the operation.

Study Tip!

- Build up a bank of useful phrases
- Look at case notes and sample letters
- Have a range of phrases
- Divide your notebook into different sections

Describing background and hospital treatment

Admission: 4 February / Diagnosis: Pneumonia

✍ **Mr Smith was admitted on 4 February with Pneumonia.**

diabetes – 15 years

✍ **Mrs Jenkins has had diabetes for 15 years.**

Describing the current situation

mobilises independently – uses crutches

✍ **Mr Marshall is able to mobilise independently with the assistance of crutches.**

(?early stage Alzheimer's)

✍ **She has signs and symptoms suggestive of Alzheimer's.**

Informing/providing relevant information

OT to suggest/install necessary modifications

✍ **The Occupational Therapist has been contacted to assess the house for any modifications.**

visit day hospital 3x p/w

✍ **Mrs Smith needs to attend the day hospital three times a week.**

Requesting

monitor cough & headaches (can give paracetamol)

✍ **I would appreciate it if you could monitor Mr Smith's cough and headaches for which paracetamol can be given.**

monitor exercise and dietary regime

✍ **It would be appreciated if you could ensure she follows her exercise programme and maintains a healthy diet.**

encourage social activities

✍ **Mr Smith would benefit from some encouragement to be more socially active.**