

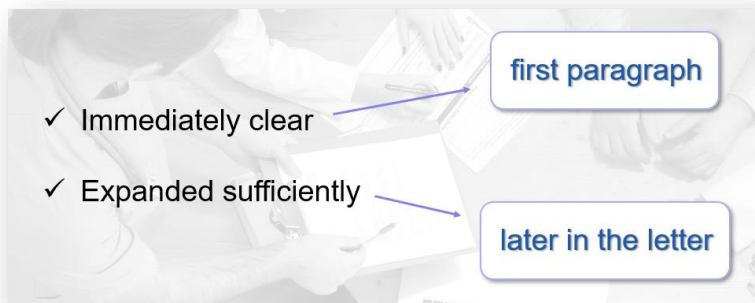


## OET Writing: How to express the purpose



- ✓ Look at the task first
- ✓ Express clearly in first paragraph
- ✓ Provide details later
- ✓ Adapt for each task

The purpose should be:



At the beginning of the letter:

<b>Admission:</b> 07/02/20	<b>Patient:</b> Mr James Smith <b>Age:</b> 68	<i>"I am writing regarding Mr James Smith, who underwent a total hip replacement on 07/02/20. He is ready for discharge today and ongoing care is required."</i>
<b>Diagnosis:</b> Fractured right neck of femur (after a fall)		
<b>Treatment:</b> Total right hip replacement		

**Writing Task:**  
Using the information in the case notes, write a discharge letter to Ms Emma Humphry, the Resident Nurse at Summerton Retirement Home, Claremont Avenue, Summerton, where Mr Smith lives, informing her of the patient's current situation and care required.

**Notes:**  
You are the charge nurse at Summerton Community Hospital. Your patient, Mr Smith, is being discharged today.



**Expanding the purpose:**

**Discharge plan:**  
Paracetamol 1g as needed  
Monitor wound **request** *"I would appreciate it if you could monitor his wound."*  
Help with ADLS  
Staples removal (19/02/20)  
Anti-embolic stocking (for 2 weeks)  
Physiotherapy twice a week – Physio will contact retirement home **inform**

*"He has been referred to the physiotherapist who will be in touch to arrange visits twice a week."*