Klotz Student Health Center
Peer Nutrition Counselor Program Guide Spring 2014

Appointment Line: 818 677-3666
Online Appointments: myhealth.csun.edu
Living Well Lounge: 818 677-2622

Klotz Student Health Center Hours:
Monday-Wednesday: 8:00am-5:00pm
Thursday: 9:00am-5:00pm
Friday: 8:00am-5:00pm

Living Well Lounge Hours:
Monday: 10am-6pm
Tuesday & Wednesday: 10am-7pm
Thursday: 10am-7pm

California State University
Northridge
www.csun.edu/studenthealthcenter
California State University
Northridge

Welcome to the Klotz Student Health Center! It is a pleasure to participate in your professional development. Each semester we look forward to working with PNCs who bring their nutrition knowledge and enthusiasm to our patients, while honing their professional skills. If there are ways that we can support you while here, please let us know.

It is our hope that many of your questions will be answered in this guide. It is designed to familiarize you with the PNC program at the Klotz Student Health Center (SHC). Each PNC counseling room has a guide and there is a copy in the class syllabus for your reference.

The PNC program is a collaboration with FCS, the SHC, and the Health Promotion (HP) Department. We provide counseling space, materials and supplies, and the scheduling and staff support you will need to be successful. We are *not* involved in classroom issues or grading.

PNC appointments are free for all CSUN students, staff, and faculty. Services are not available for community members. Students can schedule appointments online or by calling the SHC appointment line (818 677-3666) during business hours. Faculty/staff must make an appointment by phone. Typical appointments include: weight management, healthy eating, vegetarianism, and info sessions for class projects. Patients may see a PNC once or may have multiple follow-up visits during the semester.

In addition to counseling appointments, there will be opportunities for outreach/tabling and speaking engagements at campus programs and events. Tabling events are a great way to market your services!

PNCs assigned to the SHC see patients in the SHC and/or the Living Well Lounge (LWL), located in the University Student Union (USU). The Living Well Lounge is a satellite of the Klotz Student Health Center. It is a Health Promotion program staffed by HP interns and Alive & Well Peer Health Educators.

When you have questions, this list may help direct you.

Any question:	**Sharon Aronoff, 818-677-6328, sharon.aronoff@csun.edu**
	Marianne Link, 818-677-3690, marianne.link@csun.edu
	Janis Martin (818) 677-3685, janis.martin@csun.edu
	Susan Krikorian 818 677-6128, susan.krikorian@csun.edu
Nutrition questions:	**Ellen Bauersfeld, RD, ellen.bauersfeld@csun.edu.**
Point 'n Click questions:	**Lynne Landeta, 818-677-3660, lynne.landeta@csun.edu**

Please do not ask IT staff for help with computers, etc., unless directed by SHC staff or your instructor.

Words of Wisdom from former PNCs

"This is a great experience. So to be most efficient make a folder/binder to organize your handouts/ patient information." *"Don't feel intimidated. You are qualified and knowledgeable. Be organized and give it your all. It is a great experience."* *"Don't get worked up. The first patient is nerve-racking but often that is fun. Don't stress."* *"Set up a table with flyers and the Omron fat analyzer to advertise your services and get more patients! Good luck and have fun."* *"Always act professional with your patients. Remember, your patient can be anyone from campus (working for Sundial or something else. Enjoy =)"* *"You will really like this class, and this class is the best way for applying your knowledge."* *"This is a great way to apply everything you have learned. Don't stress, you know more than you think you do. Get ready to work hard."* *"You will really enjoy this class. Just take your camera with you everywhere that way you will have pictures to put in your portfolio. =)"* *"The more work you put in, the more you'll get out of it. Amazing experience! =)"* *"Become very familiar with Excel and Word. You're going to need."* *"The most important is to make the patient comfortable and create a relaxing environment. Also, it is very important to your patients and understand their points."*

Safety, Security and Confidentiality

Personal safety of SHC employees and students is paramount. If, for any reason, you are uncomfortable meeting with a patient, inform a staff member immediately--- before or during an appointment.

Belongings: If you bring personal items to the SHC or LWL, place them out of sight. Do not leave them unattended or in the office beyond your hours. Most often, theft is a crime of opportunity.

Security Access Code: Security doors are located throughout the SHC to limit access to clinical areas. You'll be given an access code for the door outside the PNC office. Patients must always be escorted through **that** door. Please do not let anyone else through the door. Public restrooms are located on the 1st floor next to the lab.

Emergency Evacuation: The SHC conducts emergency evacuation drills periodically. Drills will be an announced over the intercom. Leave the office with your patient, close the door behind you, and proceed to the nearest exit or stairway. Exit through either the front or rear of the building. Do not take time to gather belongings or turn off equipment. A building warden will conduct a room-to-room search to be sure the entire building is evacuated before the drill can be completed. If the USU evacuates, follow the instructions of USU staff.

Maintain a professional relationship with patients. Never give personal information to patients. This includes your cell phone number, home phone number, CSUN e-mail or personal e-mail address. If you need to call a client, you may use the phone at the SHC or LWL. If a client needs to reschedule with you, they can do so online or by phone. Please let them know your hours, if they wish to see you for follow-up.

HIPAA: HIPAA stands for the Health Insurance Portability and Accountability Act of 1996. This is a law to protect patients' privacy in the health care field. The legislation made sure there were standards to safeguard the privacy of personally identifiable health information, and that there is enough security for the systems that store and maintain the information. We must ensure that patient information is not left on someone's desk or that we do not have conversations about patients that might jeopardize their confidentiality. For example, discuss patients only with HP professionals, your instructor, and in the PNC class. Do not discuss a patient with anyone who does not have a need.

What's the difference between privacy and security? Privacy is your individual rights about the use and disclosure of your personal information. It includes the right to decide when, how and how much your personal information is communicated to others. HIPAA privacy rules give you rights as a patient to get access to and control the use of your personal health information. Protect all personal medical information at the SHC as you would like your personal medical information to be protected.

Security is about the specific efforts taken to protect your privacy and ensure the integrity of your personal health information. It is more about the ability to prevent unauthorized breaches of privacy such as losing data or destroying it by accident or stealing it or sending it to the wrong person. Physical safeguards to security include the way computers and fax machines are configured to prevent accidental or intentional exposure of your health information to someone who might not be authorized to see it. It also includes things like locks and keys, fire extinguisher systems and other protections for the ways we store information either by paper or electronically.

Technical security includes hardware and software that collect, store and transmit your personal health information. This might include passwords, identifications, digital signatures, firewalls, virus protection and encryption.
   No information that can identify a patient may leave the SHC or LWL in any form: hard copy, email, CD, flash drive, etc.!!!

If you have any questions about privacy or security, please contact Mickey Runkle at 818 677-5590.

Logistics

Absences or Delays If you will be late or miss your office hours, please contact us as soon as possible so that patients can be notified. **First**, contact the Health Information Management (HIM) Department at 818-677-3669 and ask them to reschedule or cancel your appointments. Make note of the time you called and the person with whom you spoke. **Secondly**, call either Sharon at 818 677-6328 or Mariannne at 818 677-3690. In addition, if you are working at the LWL, please call the lounge at 818 677-2666. You can ask HIM to transfer you to any of these extensions. If no one answers, leave a message.

PNCs are expected to be on time during their scheduled office hours - even if no appointments are scheduled. Most appointments are scheduled in advance but, occasionally a patient will walk in, be referred from the clinic, or make an online appointment at the last minute.

*You may use a PNC office when available. Please notify an HP staff member first. If more than one PNC is requesting the space, priority will be given for the completion of SOAP notes.

*Although the SHC is open during spring break, PNCs do not have office hours. The SHC is closed only when the University is closed.

Parking The SHC does not provide parking. As with any commitment you have on campus, parking is your responsibility. Campus police do patrol the SHC lot (F3) and issue tickets to cars parked without authorization. Please allow adequate time to get to your work site and set up.

Nametags and Lab Coats PNCs will be issued nametags that are to be worn while you are working in the SHC or LWL. Please keep the nametag secure. Please wear your lab coat when counseling patients. If you have one of your own that you prefer wearing, you may do so, as long as it doesn't have identification from another institution or program.

Klotz Student Health Center Forms PNCs are required to read and sign a Confidentiality Agreement. PNCs will receive a copy of the agreement, the original will be filed in HIM. Also, PNCs will be asked to complete a Volunteer form. This form is filed in Human Resources.

PNC Work Areas Equipment and supplies including food models and an Omron body fat analyzer are available for your use while counseling at the SHC or LWL or working an SHC event. Contact an HP staff member if you would like to use models for class projects. When not in use, the Omron should be kept in the desk or cabinet. Please do not remove supplies without contacting Sharon or Marianne.

There is a printer in the PNC room at the SHC and one at the LWL for your professional use. If you need to make copies for an outreach or other event, please see Sharon or Marianne. If any equipment malfunctions, please notify a staff member.If you need to dispose of any confidential information, see an HP staff member for shredding.

Please leave the office ready for the next PNC. Be prepared to l*eave the office a few minutes early so that the next PNC can start on time*. This means, a first appointment (60-minutes) lasts approximately 50 minutes and a follow-up appointment (30 minutes) is about 25 minutes. Log off the computer. Put food models, books, papers, etc. back in place.

The SHC and LWL are professional work environments where confidentiality and privacy are of the highest concern. *Friends and personal business do not belong in these locations.*

Media Requests Please refer all media requests including Daily Sundial interviews, journalism class projects, broadcast journalism and any other media requests to Sharon Aronoff at x6328 before proceeding with the appointment.

Registered Dietitian (RD) Ellen Bauersfeld is the staff RD. Typically, she sees more medically complex cases than PNCs. PNCs may refer patients to the RD. If you would like to contact Ellen during the semester, please email her at: ellen.bauersfeld@csun.edu.

Educational and Marketing Materials Please do not advertise appointments on Facebook or other social media. The SHC has standards for marketing and educational materials. Sharon Aronoff, will provide more information during the semester. Unless directed by your instructor and pre-approved by Sharon, PNCs will not create and distribute PNC marketing/educational materials.

There is an accordion file in each PNC room with approved educational materials. These will provide a range of basic information that is useful for clients and outreach/tabling. If there are additional materials you would like to use, please have it approved for use by your Professor and then by Sharon. Please do not add materials to the accordion file or any common areas without prior approval.

Point 'N Click
Electronic Health Record

Point 'n Click Electronic Health Record

Point and Click is the computer program that manages/stores patient information at the Klotz Student Health Center. Your instructor has access to Point n Click and will check your progress on a regular basis. Per health center policy, PNCs are to write chart notes within 24 hours of seeing a patient. All patient notes are to be input into Point and Click within 72 hours of patient visits. *Although the PNC has 24 hours to write the SOAP note, the Word document should be prepared immediately after the visit (or as soon as possible) while the visit is still fresh in the PNC's memory.* A delay in posting a chart note into Point n Click is against SHC policy and can result in citations by the AAAHC accrediting agency.

PNCs will receive training before seeing patients. You are encouraged to practice. When you come in for your first office hours, please see one of the HP staff. During this visit, we will help you to:

- Review the PNC appointment process
- Log on to the system and change your password
- View patient visits

I.   CHARTING PROCESS OVERVIEW

An overview of the charting process is provided here. Detailed instructions are provided below.
The following table illustrates the timeline for documenting SOAP notes. Note: If a circumstance arises where a PNC cannot meet the above timeline, the PNC must inform
an HP staff member.

	Word Doc emailed to Professor by: (24 hours)	Final document approved by professor: (72 hours)
Monday	Tuesday	Thursday
Tuesday	Wednesday	Friday
Wednesday	Thursday	Monday
Thursday	Friday	Tuesday
Friday	Monday	Wednesday

Overview of the Charting Process
1. PNC sees patient.
2. Within 24 hours, PNC prepares a SOAP note (see Writing SOAP Notes) as a Microsoft Word document. ***It is critical that no identifying patient information be included in the note (or leave the SHC/LWL)***. Identifying information includes first or last names, student/staff identification numbers, appointment date/time, phone number, email address or similar information.
3. PNCs will use a unique code to identify patients. The code is: the date the patient was seen, the patient's initials (first name, last name), the time the patient was seen, and your first name.
   Example: You have seen Santa Claus on January 7th at 1:00pm. The unique identifier you will use on your SOAP note will be,
   0107sc1300yourfirstname
4. Using a CSUN email address **only**, PNC emails the SOAP note to the PNC Professor.
5. The PNC professor will make recommendations/revisions to the SOAP note, if needed.
6. The Professor will email the revised SOAP note back to the PNC. The PNC will make changes and resubmit SOAP note to the Professor. This will continue until the PNC receives final approval. PNC follows the same procedure for emailing the revised SOAP note.
7. When the professor determines the SOAP note is complete, the instructor will approve the note and forward it to the SHC to be scanned into the Point n Click electronic health record.

II. **WINDOWS and POINT AND CLICK INSTRUCTIONS**

Logging on and off Windows
The Windows logon screen is the first screen you will come to when you log on to the computer. This login information is case sensitive. (If you need help with your Windows logon, see a Health Promotion staff member. If you cannot remember your ID and password, contact the CSUN ITR Help Desk at 818-677-1400.

To log in to Windows:
1. Enter your CSUN User ID. This is the ID you use to log on to the CSUN Web Portal.
2. Enter your password.
3. Be sure CSUN is selected on the third input line.
4. If you are away from the computer too long, it will lock. Use the logon procedure 1-3 to unlock the computer.
5. ***Please remember to log off Windows when you are done using the computer. If you do not, the next PNC will not be able to use the computer.*** To log off, click on "Start" in the lower left portion of the screen then click on "Log Off."

Logging on and off Point n Click (PnC) You will be assigned the Login Name and a password so that you can access PnC. This login information is case sensitive. (If you need help with your PnC login, see a Health Promotion staff member.)

PointnClickProduction.lnk

To log onto PnC: From the Desktop, click on the PnC icon (Turquoise Arrow).

1. Enter your Login Name (first initial of your first name and last name).
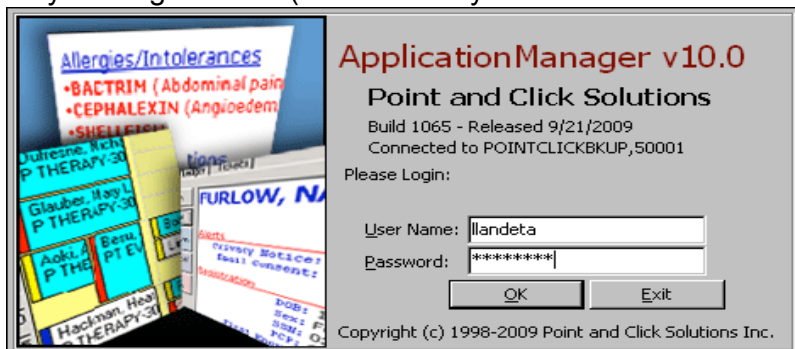
2. Enter your Password. (Will be provided to you for first time log-in.)
   a) Change your password. The system will ask for your old password, Enter the Password given to you. Create a new password (a combination of at least 8 alphanumeric characters). Click OK when done. Remember your password and keep it in a secure place. Do not share your password with anyone.
3. If you are asked to enter a Location, select Health Promotion if you are in the Klotz Student Health Center; select Living Well Lounge if you are in the Living Well Lounge.
4. If you see a box labeled "Tips", you may uncheck the box so that you do not receive daily tips on how to use Point n Click. Most of these tips _will not_ apply to your use of Point n Click.
5. Single click on "Enter." You will see a horizontal bar with icons.
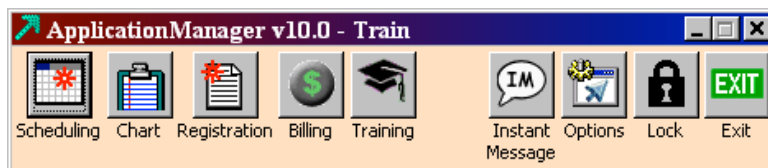
APPOINTMENTS To view appointments, click on the Scheduling icon. This will take you to the Open Schedule screen. When your schedules have been entered into the system, you will see four columns on this screen: PNC, HP (for PNCs working in the health center) and PNC, LWL (for PNCs working in the Living Well Lounge in the USU).

- Look to the top left corner of this page. Click on the yellow icon labeled Dept. In the drop down box located to the right of the yellow icons, select PNC or enter PNC. You will see PNC in the box next to "Pt Department:"

- Check the schedule to determine when a PNC is available (Clinical). Be sure you are checking the correct provider. PNC HP or PNC LWL.

You will see the current day's schedule for each PNC (HP and LWL). The calendar defaults to the current date. If necessary, select the correct date from the calendar to the left.

To view appointment details, double click on an appointment.

- Click on Visit Type etc. A new appointment will default to a 60 minute appointment and a PNC Follow-up appointment and Information Session will automatically default to a 30 minute visit.
- View a Reason in the "Reason" box (e.g., Weight Management).
- Click on "Cancel" to leave this screen. You will return to Open Schedule and see the patient's name on the schedule.

2. In Open Schedule on the left side of the screen, you can view the history on this specific appointment. You will see information on the visit type, date and time of the appointment, with whom and who created the appointment.
3. If your PnC session is complete, click on the X in the upper-right portion of the screen or select File, Exit to log out. Exit in the same way from the horizontal bar that appears.

Patient Check-in Patients seen in the SHC must check in at the first floor reception desk, where they will be directed to the second floor waiting area. When your patient checks in, the bar on the appointment box in Point n Click will turn red. Walk out to the waiting room and call out the patient's first name only, introduce yourself by first name only and title (e.g., Sally, Peer Nutrition Counselor) and escort them to the office.

PNC patients who will be seen in the LWL will go directly to the LWL. PNCs check in their own patients at the LWL.

- In Open Schedule, right click on the patient and select "Check in". The Check in box appears. Confirm the appointment and click OK. The side bar (next to the appointment) will turn red. If you check in the wrong patient, let a staff member know.
- **Do not make any other status changes, such as Start Time, Check Out, etc.**

III. CHARTING YOUR PATIENT VISIT NOTES

First you will create a Word document that contains your patient (SOAP) notes. This document must be approved by your instructor. Once approved and final, the instructor will send to Student Health Center for scanning Point-n-Click electronic health record.

Creating your Word Document Notes
1. While you are seeing your patient, it is good practice to take notes on a notepad or laptop.
2. To help PNCs identify patients, an alphanumeric code will be used and should be included at the very beginning of the "Subjective" portion of the SOAP note written in Word. The code will be divided as follows: four-digit appointment date, patient initials, four digit appointment time (in military time),and your first name. *For example*, if John Doe had an appointment at 9:30 on February 15, the code would read 0215jd1200firstname. For your Word document, use the SOAP template provided on the class website (www.csun.edu/~lisagor).This template is also located at the end of this document. Weekly Printouts, Week Two. It is strongly recommended that you write complete notes when you see your patient, using the SOAP template that is provided. Make sure all sections are filled out.
    a. Subjective
    Document information that is relevant to the current visit that you obtain by talking to the patient. This may include patient identification, main complaint, history of present illness, past medical history, family history, systems review, social and/or sexual history information.
    b. Objective
    Record your **physical** findings, including general appearance, vital signs and findings of system exam. Only record what you can see, hear, touch, smell or taste along with age, etiology, chart, family information and lab tests. (This is **objective** data.)
    c. Assessment
    Asses the patient condition based on subjective and objective findings including your diagnosis or presumptive diagnosis, health maintenance issue and other observations.
        1. Enter the Stage of Change at which you assess your patient to be.
        2. Enter the Complaint (reason why client made appointment for PNC):
            • Client desires to become a vegan/vegetarian: vegetarianism
            • Client is member of athletic team on campus: sports nutrition
            • Client wants to eat healthy diet but does not want to follow vegetarian diet: healthy eating
            • Client wants to change weight – gain or lose: weight loss/gain
            • Client wants to prevent further wt gain or weight loss: weight management
            • Client concerned about his/her high blood pressure: high blood pressure
            • Client is concerned about decreased frequency of stools: constipation

3. <u>Enter the Diagnosis</u> (ICD 9 or temp code[1, 2] - Use to categorize client's nutritional problems):
- Recent unplanned weight loss likely due to medical problem: abnormal weight loss
- Recent unplanned weight gain – cause not specified: abnormal weight gain
- Client has BMI 30-39: obesity
- Client has BMI >39: morbid obesity
- Client states has anorexia nervosa
- Client has a lack of appetite and does not want to eat: anorexia
- Client appears to eat a variety of nutritious foods in needed quantities (based on Food Pyramid): healthy eating
- Client needs to improve nutritive content of diet for sports performance: sports nutrition
- Client is vegetarian and needs to change food intake to obtain nutritious diet: vegetarian
- Client states has high cholesterol, triglycerides, LDL: hyperlipidemia mixed
- Client states has high cholesterol: hyperlipidemia
- Client states is anemic or has iron deficiency: iron deficiency
- Client states has high blood pressure: hypertension, unspecified
- Client states has heartburn or gastric ulcer: heartburn
- Client states has lactose intolerance: lactose intolerance
- Client states has Type 2 diabetes: diabetes with no complications

  [1] ICD International Classification of Diseases, 9th edition
  [2] For ICD9 code numbers, see: http//www.medilexicon.com/icd9codes.php

d. Plan
Formulate a plan including diagnostics, therapeutics, consultants and referrals, anticipatory guidance, patient education, health promotion, disease prevention and follow-up instructions.

SOAP Template for Note Taking During Client Visit, **Updated 2010**

Patient Code: _____ Date: _____

Pt. seen at:

Student Health Center / Moorpark College / Fitness Center / Other _____

Ht: _____ inches = _____cm (Ht. in inches x 2.54 = cm)

Current Wt: _____ lbs = _____kg (Wt. in lbs/2.2 = kg)

BMI: _____

Gender: F/M

Date of Birth: /_____/_____

Usual body wt: _____ lbs, _____ kg

% wt. change if any?_____

Total Energy Expenditure: BMR x activity factor

The American Dietetic Association (ADA) EAL Recommendation is to use the Mifflin-St Jeor Equation (M-SJ) as the most reliable method for determining Basal Metabolic Rate (BMR) for men and women.

BMR Formulas using the Mifflin-St Jeor Equation:

Female:

BMR = (10 x weight in kilograms) + (6.25 x height in centimeters) - (5 x age in years) – 161.

Male:

BMR = (10 x weight in kilograms) + (6.25 x height in centimeters) - (5 x age in years) + 5.

To determine your total daily energy needs (TEE), multiply your BMR by the appropriate activity factor, as follows:

1.   If you are sedentary (little or no exercise): Calorie-Calculation = BMR x 1.2
2.   If you are lightly active (light exercise/sports 1-3 days/week): Calorie-Calculation = BMR x 1.375
3.   If you are moderately active (moderate exercise/sports 3-5 days/week): Calorie-Calculation = BMR x 1.55
4.   If you are very active (hard exercise/sports 6-7 days a week): Calorie-Calculation = BMR x 1.725
5.   If you are extra active (very hard exercise/sports & physical job or 2x training): Calorie-Calculation = BMR x 1.9

TEE = _____ kcal

PNC name: _____

Patient Code Number: _____   **Date of visit**: _____

ICD 10 Code: _____

Site of Visit: _____

Complaint/Reason patient stated for visit: _____

Pt. Visit: (Indicate whether New or Follow Up) _____

Subjective:

Food intake: In this box, comment on things that patient has talked about related to client's food intake. (Examples might be: eating patterns are stable, incorporating extra servings of vegetables per recommendations; reduced butter intake considerably; eliminated fatty afternoon snack, replaced with a vegetable/protein snack.)

Nutrition and health awareness/management: (E.g. nutrition knowledge has slightly increased, patient is feeling positive about progress thus far; patient wishes she had had more time for counseling, recommended she continue counseling next semester.)

Physical activity/exercise: Put information that patient has shared regarding this.

Food availability/access to food: Add any comments from or discussion regarding this, including who prepares foods, affordability, etc.

Client Self-Reported Health History and Lab Results: In the Subjective section, provide narrative comments patient reports regarding this: E.g. Patient reports she redid her lab tests per physician request but has not received updated results. E.g. Maternal grandmother has/had Type II Diabetes.

Educational tools/materials: List any handouts PNC provided and discussed with the patient.

Objective:

Patient age:
Gender:
Date of birth
Height:
Weight:
BMI:
BF:
Medications:

Estimated caloric needs: Show Mifflin St Jeor Equation calculations, as described in PNC Handbook: (The following are example calculations:

BMR female: (10 x weight kg) + (6.25 x height cm) - (5 x age in years) - 161

(10 x 58 kg) + (6.25 x 163 cm) – (5 x 53 yrs) - 161

(580) + (1019) – (265) - 161= 1173 calories

TEE: 1173 BMR x 1.5 Activity Factor = 1760 calories

Lab Values: (Only documented results from the lab, not what patient may have told PNC)
E.g. GLUC: 115; Total Cholesterol: 214; LDL: 123

Assessment/Diagnosis: (Must provide a written assessment that assimilates the information gleaned from patient visit and chart information, if any. Only factual; keep it simple.)
**Remember that we address *Nutrition diagnoses that are <u>actual</u> nutrition problems, NOT <u>potential</u> ones; these are <u>NOT medical</u> diagnoses*.

E.g. Patient is obese, as evidenced by a BMI of 30.2.
E.g. Patient appears more focused on incorporating healthier habits. Has taken big strides towards accomplishing planned goals. Would benefit from further instruction and guidance. Patient needs measurable goals and ongoing dietary journal to track progress.
Patient is in the *Preparation Stage*; intends to take action within the next 30 days.

Now, from above assessment, prioritize your nutrition-related facts/issues, and develop a **PES** statement:
Problem: (E.g. Excessive energy intake *as related to….*) (Note the nutrition-relationship) RT
Etiology: (E.g. Overconsumption of evening snacks while watching TV; poor nutrition knowledge…*as evidence by…*
Signs/Symptoms: (E.g. BMI of 30.2; BF or 28.2%, pt interview, or "self-report of intake patterns and weight change over the past 4 month.")

Here's another example of a possible **PES** statement:
Problem: (E.g. Involuntary weight gain *as related to….*) (Note the nutrition-relationship) RT

Etiology: (E.g. Reduction of physical activity after injury to right foot and increased intake of calories/snacking while watching TV…*as evidence by…*
Signs/Symptoms: (E.g. "Self-report of change in activity and food intake patterns and weight gain of 20 lbs. over the past 4 months." Additional signs: BMI of 30.2; BF or 28.2%)

Patient is in the (what stage of change?) _____

The Assessment and Diagnoses (PES) point the way to INTERVENTION (What's your plan? Target the CAUSE.)

Plan (This is what you and the patient have agreed that the patient will work on)**:**
Patient agrees to try to: (Here are some examples)
- ✓ Concentrate on portion sizes (How can you make that measurable?)
- ✓ Increase vegetable intake (How can you make that measurable?)
- ✓ By next week, consult with Fitness Center intern to plan regular exercise routine
- ✓ Schedule a follow up appointment