

APPENDIX 1**Medical Record Disclosure Report**

1.) Patient Name:	2.) Date and Time of Event:
3.) Date and Time of Discussion:	4.) Names and Relationships of Those Present:

5.) Names of all practitioners associated with event:

6.) Description of Event (when, where, what, who); patient's condition; and medical intervention.

7.) Details related to the discussion of the event; patient and family's reaction, understanding, and questions.
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8.) Next steps: include contact information given to patient/family; dates of follow-up discussions.
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