**Date and Time S.O.A.P. note template for psychiatry (use black ink)**

**Subjective:** Symptoms Course

Collateral information Stresses

**Staff observations:** agitation, sleep log, cooperation, behavior

**Medications:** name, dose, route, frequency, duration, therapeutic and side effects, compliance

**Other treatments:** ECT (treatment #, and as with medications), psychotherapy

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Objective:** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Appearance:** gait \_\_\_\_, posture \_\_\_\_, clothes \_\_\_\_, ◊ | grooming, ◊ mileage |  |  |  |
| **General behavior:** mannerisms \_\_\_\_, gestures \_\_\_\_, psychomotor activity \_\_\_\_, expression \_\_\_\_, |
| ◊ | eye contact, ◊ | able to follow commands/requests, ◊ | compulsions |  |  |  |  |
| **Attitude:** ◊ cooperative, ◊ | hostile, ◊ defensive, ◊ | open, ◊ | secretive, ◊ evasive, ◊ suspicious, ◊ apathetic, |
| ◊ | easily distracted, ◊ focused, etc. |  |  |  |  |  |  |  |  |  |
| **LOC:** ◊ vigilant, ◊ | alert, ◊ | drowsy, ◊ lethargic, ◊ | stuporous, ◊ asleep, ◊ | comatose, ◊ | confused, ◊ fluctuating, etc. |
| **Attention:** ◊ can attend, ◊ | can concentrate, ◊ | distractible, ◊ digit span, ◊ | DLROW, ◊ | calculations |
| **Orientation:** ◊ person, ◊ place, ◊ time, ◊ situation |  |  |  |  |  |  |
| **Memory:** ◊ immediate, ◊ | recent, ◊ remote |  |  |  |  |  |  |  |  |
| **Intellectual:** fund of knowledge \_\_\_\_, vocabulary \_\_\_\_ |  |  |  |  |  |
| **MMSE:** \_\_ points out of 30 achieved, missing the following tasks \_\_\_\_ |  |  |  |  |
| **Speech:** volume/tone (◊ loud, ◊ soft, ◊ | monotone, ◊ weak, ◊ strong), rate (◊ fast, ◊ slow, ◊ normal, ◊ pressured), |
| amount (◊ talkative, ◊ | spontaneous, ◊ expansive, ◊ paucity, ◊ poverty), fluency/rhythm (◊ slurred, ◊ clear, |
| ◊ | with appropriately placed inflections, ◊ | hesitant, ◊ | with good articulation, ◊ aphasic) |  |
| **Mood (inquired):** ◊ | depressed, ◊ euthymic, ◊ | elevated, ◊ | euphoric, ◊ irritable, ◊ anxious, etc. |
| **Affect (observed):** ◊ | appropriate to situation, ◊ consistent with mood, ◊ | congruent with thought content, |
| fluctuations (◊ | labile, ◊ even), range (◊ broad, ◊ | restricted), intensity (◊ blunted, ◊ | flat, ◊ normal), |
| quality (◊ sad, ◊ | angry, ◊ | hostile, ◊ indifferent, ◊ | euthymic, ◊ dysphoric, ◊ detached, ◊ | elated, |
| ◊ | euphoric, ◊ anxious, ◊ | animated, ◊ irritable) |  |  |  |  |  |  |
| **Thought process/form:** ◊ linear, ◊ goal-directed, ◊ circumstantial, ◊ tangential, ◊ loose associations, |
| ◊ | incoherent, ◊ | evasive, ◊ racing, ◊ thought blocking, ◊ perseveration, ◊ neologisms |  |
| **Thought content:** ◊ | delusions (type: ◊ | paranoid/persecutory, ◊ grandiose, ◊ somatic, ◊ | religious, ◊ bizarre, |
| ◊ | nihilistic, ◊ thought insertion, ◊ | thought withdrawal, ◊ thought broadcasting), ◊ | ideas of reference, |
| ◊ | magical thinking, ◊ | illusions/hallucinations (type: ◊ auditory, ◊ visual, ◊ somatic, ◊ olfactory, |
| ◊ | gustatory, ◊ | command, ◊ conversation, ◊ commentary), ◊ suicide/homicide (elaborate further: |
| ◊ | active, ◊ passive, ◊ | hopelessness, ◊ plan, ◊ | detailed plan, ◊ partially executed plan, ◊ | method available, |
| ◊ | impulsivity, ◊ | command hallucinations, ◊ | intention, ◊ contracting), ◊ phobias (type: ◊ | social, |
| ◊ | agoraphobia, ◊ | specific/simple), ◊ obsessions |  |  |  |  |  |  |
| **Insight/Judgement:** ◊ | aware of problem/role, ◊ abstract (◊ similarities, ◊ | proverbs), ◊ | understand facts, |
| ◊ | draw conclusions, ◊ | problem solving |  |  |  |  |  |  |  |  |
| Laboratory & other tests |  |  |  |  |  |  |  |  |  |  |  |

Assessment: Working primary diagnosis, current differential, other diagnoses

DSM-IV Axis I:

DSM-IV Axis II:

DSM-IV Axis III:

**Plan:** Diagnostic: obtain collateral information, further observation or questioning, tests, etc.

Specific treatment: based upon diagnosis, e.g., medication titration, how many more ECT sessions, etc.

General treatment: reduce stresses, environmental modification, symptomatic (e.g., insomnia), education

**Disposition:** next source of care, follow-up, back-up plans

Print your name, title (e.g., MS3), pager number, and sign