

# Continuing Professional Development Program

## Assessment Letter Questionnaire Template



The Royal  
Australian &  
New Zealand  
College of  
Psychiatrists



<b>Name of Psychiatrist</b>	
<b>Date of Completion</b>	

How many assessment letters did you receive from this psychiatrist in the last 12 months?				
More than 40 <input type="checkbox"/>	30 to 40 <input type="checkbox"/>	20 to 30 <input type="checkbox"/>	10 to 20 <input type="checkbox"/>	Less than 10 <input type="checkbox"/>

The content of each assessment was adequate				
Strongly Disagree <input type="checkbox"/>	Disagree <input type="checkbox"/>	Neither agree nor disagree <input type="checkbox"/>	Agree <input type="checkbox"/>	Strongly Agree <input type="checkbox"/>

The assessment letters were received in a timely manner				
Strongly Disagree <input type="checkbox"/>	Disagree <input type="checkbox"/>	Neither agree nor disagree <input type="checkbox"/>	Agree <input type="checkbox"/>	Strongly Agree <input type="checkbox"/>

The assessment letters were easily understood				
Strongly Disagree <input type="checkbox"/>	Disagree <input type="checkbox"/>	Neither agree nor disagree <input type="checkbox"/>	Agree <input type="checkbox"/>	Strongly Agree <input type="checkbox"/>

The content of the assessment letters was appropriate (included relevant history, examinations taken, findings and current management of the patient/s)				
Strongly Disagree <input type="checkbox"/>	Disagree <input type="checkbox"/>	Neither agree nor disagree <input type="checkbox"/>	Agree <input type="checkbox"/>	Strongly Agree <input type="checkbox"/>

The assessment letters contained excessive or unnecessary information regarding the patient/s				
Strongly Disagree <input type="checkbox"/>	Disagree <input type="checkbox"/>	Neither agree nor disagree <input type="checkbox"/>	Agree <input type="checkbox"/>	Strongly Agree <input type="checkbox"/>

**The assessment letters were delivered to you via your preferred delivery method**

Strongly Disagree <input type="checkbox"/>	Disagree <input type="checkbox"/>	Neither agree nor disagree <input type="checkbox"/>	Agree <input type="checkbox"/>	Strongly Agree <input type="checkbox"/>
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**The assessment required further communication with this psychiatrist in regards to the care of this patient**

Strongly Disagree <input type="checkbox"/>	Disagree <input type="checkbox"/>	Neither agree nor disagree <input type="checkbox"/>	Agree <input type="checkbox"/>	Strongly Agree <input type="checkbox"/>
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**The assessment letters raised additional questions for you**

Strongly Disagree <input type="checkbox"/>	Disagree <input type="checkbox"/>	Neither agree nor disagree <input type="checkbox"/>	Agree <input type="checkbox"/>	Strongly Agree <input type="checkbox"/>
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**Additional Comments / Suggestions**

How could the letters be made more useful?

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