MINI BULLETIN – 23 November 2023

**Recording GP appointments – consolidated guidance**

Key areas for accurate appointment recording are category, service setting and mode.

**Standardised set of national categories**

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|  | **Context type: care related encounter (1-17)** |
| 1 | General consultation acute |
| 2 | General consultation routine |
| 3 | Planned clinics |
| 4 | Planned clinical procedure |
| 5 | Unplanned clinical activity |
| 6 | Walk in |
| *7* | Clinical triage |
| 8 | Home visit |
| *9* | Care home visit |
| 10 | Group consultation and group education |
| 11 | Structured medication review |
| *12* | Patient contact during care home round |
| 13 | Care home needs assessment and personalised care and support planning |
| 14 | Social prescribing service |
| 15 | Service provided by organisation external to the practice |
| 16 | Non-contractual chargeable work |
| *17* | Care related encounter but does not fit into *any other category* |
|  | **Context type: care related activity (18-20)** |
| 18 | Patient clinical admin |
| 19 | Multidisciplinary team meeting/patient collaboration planning |
| 20 | Care related activity but does not fit into any other category |
|  | **Context type: administration and Practice staff activities (21-26)** |
| 21 | Providing training/mentoring/supervising |
| 22 | Receiving training/being the mentee/being supervised |
| 23 | Business/Practice management activities |
| 24 | Clinical housekeeping/admin |
| 25 | Break and staff absence |
| 26 | Admin and Practice staff related activities but does not fit into any other category |

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