Lesson Plan 7

Having a Medical Examination: Filling in Forms and Answering Questions about Personal Health

CLB Level(s): 2-4
CLB Skill(s): Speaking, Reading, Writing
Essential Skill(s): Document Use, Oral Communication

<table>
<thead>
<tr>
<th>Objective(s)</th>
<th>Audience</th>
</tr>
</thead>
<tbody>
<tr>
<td>To understand and complete a simple medical questionnaire</td>
<td>Learners preparing to undergo a medical examination in the workplace or elsewhere</td>
</tr>
<tr>
<td>To respond to questions about personal health</td>
<td>Learners who are apprehensive about signing medical forms or consent forms</td>
</tr>
</tbody>
</table>

Grammar/Language Focus | Time Required
---|---
Simple present tense – third person ‘s’ | 1.5 hours
Abbreviations on the form |

Vocabulary | Materials
---|---
Medical examination, appointment, clinic, assistant, form, waiting room, weigh, lifestyle, file. | Appendices 1.1, 1.2, 2.1
| Simplified Consent Form (Additional Activities) |

Workplace Culture

Learners may not know what to expect when undergoing a standard medical examination. The concept of informed consent is hard to grasp, because they are asked to give permission, but if permission is withheld, they will probably not be hired.

Learners may be confused by the term “examination” or “test” and assume that there is a written exam involved.
Learning Activities

Activity 1: The simple present tense and prior knowledge of how medical examinations are conducted in Canada

1. Introduce or review the simple present tense. Place particular attention on the third person ‘s’.

2. Distribute Appendix 1.1 and review the vocabulary, especially the verbs.

3. Project Appendix 1.2 but cover up the captions. Project the pictures one at a time.

4. For each picture, have learners volunteer the answer that best corresponds with the picture by reading it aloud. Once the correct response is given, reveal the caption below the picture and proceed to the next picture.

   *Note – This activity can provide an opportunity for learners to practice enunciating the third person ‘s’ at the end of a verb conjugated in the third person simple present tense.

   You can end this activity by having students complete the sequence by writing what they think happens next.

Activity 2: Filling out a Workplace Medical Record Form

As this information could be confidential, be sure learners understand that they do not need to enter authentic information for the class but that they should be prepared to do so when passing a real medical examination.

1. Distribute simplified medical forms (Appendix 2.1). Project a copy of the form on the overhead. Help learners identify the spaces they need to fill in. Clarify abbreviations such as YY, MM, DD, Sex M, F.

2. Ask learners to fill in all the information they can. When they have a question, they should ask, “Excuse me, what does this mean?” As questions arise, show them on the projection.

3. For CLB 2, instruct the learner to fill out only the parts of the form that they understand. The receptionist will help them with the rest of the form. For confident students you might prefer to work with an authentic form (CLB 4).
Learning Activities

Additional and/or Extended Learning Activities

Consenting to a Drug test (handouts provided)

Vocabulary: consent, give a urine sample, label the container, the urine is tested in a lab

- What is a drug test? What do you need to do?
- Discuss consent. What will probably happen if you don’t consent to drug testing?
- Distribute copies of the simplified consent form. If possible give out translations of the form for learners who might not understand the English version. (On-line translators give reasonably reliable translation when tested in French and Spanish. Google “translation” for several options)

Reflective Evaluation

- Learners complete the form independently.

Debriefing/Wrap-up

- Discuss reasons for medical examinations in the workplace.
- For all medical procedures in Canada, the patient will be informed and will consent to the treatment.
### Skill Descriptors

<table>
<thead>
<tr>
<th>Canadian Language Benchmarks Skill(s)</th>
<th>Essential Skill(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Speaking</strong></td>
<td></td>
</tr>
<tr>
<td>Global Performance Descriptor</td>
<td></td>
</tr>
<tr>
<td>- Asks and responds to simple, routine, predictable questions about personal information. (CLB 2)</td>
<td></td>
</tr>
<tr>
<td>- Asks and responds to simple familiar questions, including WH questions, uses single words and short sentences. (CLB 3)</td>
<td></td>
</tr>
<tr>
<td>What the Person Can Do (Information)</td>
<td></td>
</tr>
<tr>
<td>- Talks about health and feelings. (CLB 3)</td>
<td></td>
</tr>
<tr>
<td>Performance Indicators (Sustained communication)</td>
<td></td>
</tr>
<tr>
<td>- Responds to openings, routine questions and closings in a service or sales transaction discourse. (CLB 4)</td>
<td></td>
</tr>
<tr>
<td>Examples of Tasks and Texts (Information)</td>
<td></td>
</tr>
<tr>
<td>- Tells a story about obtaining foods or services (e.g., going to the doctor.) (CLB 4)</td>
<td></td>
</tr>
</tbody>
</table>

| **Writing**                           |                     |
| Global Performance Descriptors       |                    |
| - Learner can write a few sentences and phrases about self and family or other highly familiar information as answers to written questions or on simplified forms and slips. (CLB 2) | |
| What the Person Can Do (Business/service messages) | |
| - Fill out simple forms. (CLB 2-4) | |

| **Document Use**                      |                     |
| - Document is very simple. Brief text combined with uncomplicated structure. (ES 1) | |
| - Information needed is immediate and obvious. (ES 1) | |

| **Oral communication**                |                     |
| - Obtains specific information (ES 1) | |

---

The copyright holder gives permission for users of the document to make copies of selected pages for not-for-sale educational purposes within their organizations. Copying for other purposes without permission is prohibited.

Centre for Canadian Language Benchmarks 803 – 200 Elgin Street Ottawa, ON K2P 1L5
Ph. (613) 230-7729 Fax: (613) 230-9305 info@language.ca

© Centre for Canadian Language Benchmarks, 2009
Activity 1: The simple present tense

The doctor reviews Lauren’s file.

Lauren makes an appointment.

The assistant weighs her and records her height.

Lauren fills out a form in the waiting room.

Lauren takes a bus to the clinic.

The doctor takes her blood pressure.

Lauren answers questions about her lifestyle.

An assistant calls her name.

The doctor examines Lauren.
**Activity 1: The simple Present Tense**

<table>
<thead>
<tr>
<th>Lauren makes an appointment.</th>
<th>She goes to the clinic.</th>
<th>She fills out a medical form.</th>
</tr>
</thead>
<tbody>
<tr>
<td>An assistant calls her name.</td>
<td>The assistant weighs her and records her height.</td>
<td>The assistant asks Lauren about her health and lifestyle.</td>
</tr>
<tr>
<td>The doctor greets Lauren and reviews her file.</td>
<td>The doctor asks some questions and examines Lauren.</td>
<td>The doctor leaves and Lauren goes home.</td>
</tr>
</tbody>
</table>
Activity 2: Filling out a Workplace Medical Record Form   Appendix 2.1

Simplified Medical Form

Please fill in the following information for your medical records.

Name: __________________________________________________________

Address:
Street: __________________________ City:__________________________
Province:______________    Postal Code:______________

Height:___________    Weight:___________

Sex:     M     F     Date of Birth: ____________________________
         YY     MM     DD

Allergies:
________________________________________________________
________________________________________________________

Medical conditions:
________________________________________________________
________________________________________________________

Medications:
________________________________________________________
________________________________________________________

Person to be notified in case of emergency:
Name________________________________________
Relationship___________________________________
Address_______________________________________
Phone________________________________________

**Family Physician’s name:**
_____________________________________________

Phone: (___)__________ Health Card Number:__________________
Province:
________________________________________________________

*I state that I have answered the above questions to the best of my ability.*

Signature________________________________
Date_____________________________________
Additional Activities: Simplified Consent Form

**Applicant Drug and Alcohol Test Consent Form**

As an employee of Apex Workplace, I understand that the use of drugs, alcohol is not allowed. I agree to take the drug and alcohol tests.

________________________
Print Name

________________________
Signature

________________________
Date