

SCPT Practice Guideline #6 Reports

Background

Reporting a client's needs and response to treatment is ongoing throughout the physical therapy intervention. Reports must be timely and contain accurate and objective information about a client's assessment, treatment plan, intervention strategy and discharge plan.

The SCPT Code of Ethics provides:

9. Physical therapists shall document the client's history and relevant subjective information, the physical therapist's objective findings, clinical diagnosis, treatment plan and procedures, explanation to the client, progress notes and discharge summary.

10. Physical therapists shall respect all client information as confidential and shall not communicate client information to any person without the consent of the client or surrogate except when required by law.

Practice Guideline

The physical therapist:

- (1) Ensures written and verbal reports are clear and unambiguous, and explains physical therapy terms when necessary;
- (2) Ensures written and verbal reports respect the client's dignity and ethno cultural individuality;
- (3) Bases recommendations and conclusions on an objective analysis of client response;
- (4) Protects confidentiality of client information in all personal communication and/or physical therapy reports;
- (5) Ensures final discharge recommendations and conclusions respond to original findings, referral questions and appropriate issues; and
- (6) Ensures the client and/or family is:
 - a) informed about all personal financial costs associated with the report;
 - b) informed about the purpose and content of interim and final reports; and
 - c) given the opportunity to ask questions