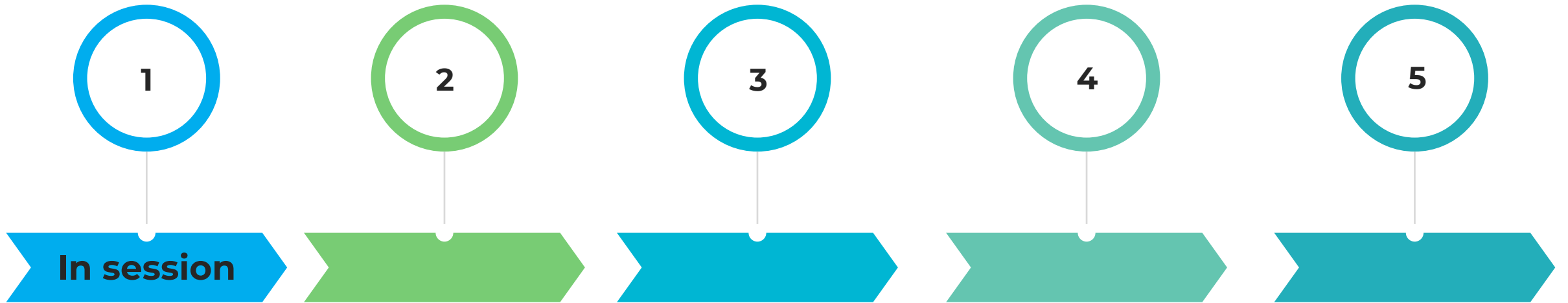


# Preparing for your Virtual Group Consultation

## - In-Session Checklist -



1

**In session**

2

3

4

5

✓ **Introduce and reassure patients**

Address confidentiality  
Do introductions  
Go through flow  
(use templates)

✓ **Reinforce that this works the same as face-to-face consultation**

But remember there may be some glitches / delays

✓ **Give patients time to absorb process**

You don't have to be talking throughout  
Share results/ discussion board  
Pause – then address any immediate queries before inviting any questions

✓ **Mute other patients in 1:1 sessions**

This will mean they can still hear whilst allowing clinician to focus on individual patient consultation

✓ **Remember to build the consultation and summarise at the end**

Patients will have heard advice given to other patients.  
You can refer to this where relevant, preventing the need for repetition.  
Signpost to any relevant resources