Endocrinologist: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Week starting: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **5-15 mins** | **15-30 mins** | **30-45 mins** | **45-60 mins** | **>60 mins** |
| **Patient emails** |  |  |  |  |  |
| **Patient phone call** |  |  |  |  |  |
| **GP phone call** |  |  |  |  |  |
| **Discussion with other healthcare professional** |  |  |  |  |  |
| **Review of results – requiring action** |  |  |  |  |  |
| **Patient-related admin tasks** |  |  |  |  |  |
| **Reading/research - direct patient related** |  |  |  |  |  |
| **Edit and signing of clinic letters** |  |  |  |  |  |
| **Teaching and supervision (prep and actual)** |  |  |  |  |  |
| **Research** |  |  |  |  |  |
| **Other unit-related work** |  |  |  |  |  |
| **Non-departmental work ie committees etc** |  |  |  |  |  |