

Dr Lorna Bradbury
 Stillwater Medical Clinic
 12 Main Street
 Stillwater

23.05.2015

Dear Dr Bradbury,
 Re: Ms Isabel Garcia, DOB 01.01.2015

I am writing to update you **regarding[on]** Ms Garcia, who has been recently diagnosed with bacterial meningitis.

[Where is the request?]

On 23.05.2015, Ms Garcia presented with a one-week history of painful stiff joints, sensitivity to light, increased bruising, headache, neck stiffness, photophobia, and rash. On examination, she had bruising in the left arm, petechial rash on the abdomen and legs, in addition; she was unable to touch her chin to the chest when lying spine.

Commented [OET1]: On today's review,

Commented [OET2]: on

Subsequently, Ms Garcia's **investigative** results showed WBC of $14 \times 10^9/L$, CRP of 150, the glucose of 10mg/dl, a protein of 70mg/dl, and the lumbar puncture result revealed WBC count of 1000 and polymorphonuclear predominance. Additionally, the microscopic culture declared Neisseria meningitidis **appearance**.

Commented [OET3]: investigations

Commented [OET4]: These are the results of lumber puncture

Commented [OET5]: with

However, Ms Garcia **has** received ceftriaxone; 2g **two** times a day by IV route, dexamethasone; 10mg by IV route before the antibiotics, then every **six-hour** for **a four-days**, and benzylpenicillin; 1.8 g every **four-hour** for **a five-days**. **[← complex sentence with no specific meaning!]**

Commented [OET6]: two

Commented [OET7]: six hours

Commented [OET8]: four days

Commented [OET9]: four hours

Commented [OET10]: five days

Ms Garcia **was has** responded well to the treatment. The Department of Human Services was notified. Also, the family was ensured for immunization.

In light of the above, **I recommend you** **[NEVER USE THE ORDER FORM instead use it is recommended]** to contact the patient's friends and close family for seeking medical attention **if they notice any sign of unexplained illness**. Also possible chemoprophylaxis for people in **recent** close contact with the **patient** **recently**.

Commented [OET11]: Ms Garcia's

Commented [OET12]: asking them to seek

Commented [OET13]: [Also in the beginning of the sentence is informal] use: In addition to that, please provide

Commented [OET14]: who were in

Commented [OET15]: do not use the word patient in OET

If you have any queries, please do not hesitate to contact me.

Yours sincerely,
 Doctor

Report

Color coding:

Color code sample	Meaning
[Color code sample]	Irrelevant data
[color code sample]	Missing relevant information
[Color code sample]	Not wrong but can be written in a better style
[Color code sample]	Critically wrong sentence structure
[Color code sample]	Stamp sentence
Color code sample	Repeated mistake which was corrected before

Color code sample	Extra word/phrase/sentence
<u>Color code sample</u>	Repeated word/phrase/sentence/idea

Word Count: 212

Your Score: 19/38

Grade: 240

Feedback:

1. You did not cover all relevant data from the case notes which are needed to continue the patient care.
2. **You should never use the order form in OET.**
3. Keep it simple and avoid use the complex sentences.
4. Take care of the following “a 5-day history” here 5-day without s is considered an adjective while “he takes the medication for 5 days” should be with S.
5. Try to mention the patient name in the beginning of each paragraph and don’t use pronouns or the word “patient” then later on the same paragraph you can use he/she.
6. Revise the punctuation rules for conjunctions like however.....etc.
7. Focus while reading the case notes and do not misinterpret it.
8. Take care of informal tone and avoid it.
9. The introduction should include a specific request.
10. Do not use the word “patient” in OET instead use the patient name at the beginning of each paragraph then use he/she.
11. To add something after the end of a list do not use ‘and’ instead use “in addition, alongside or along with”.

What Next:

- Improve your grammatical skills.
- Check score details to find your point of weakness.
- Rewrite the letter with the correction by your hand.
- Learn from mistakes in your previous letters.
- Follow our facebook page to get promotions and coupon codes:
<https://www.facebook.com/oetwritingmastery>
- Join our facebook group to share your experience and find other colleagues:
<https://www.facebook.com/groups/oetwritingmastery/>
- Join our grade A & B letters channel in telegram to have a look at the most beautiful writing styles: <https://t.me/joinchat/AAAAAFxfqh2PF1cKJP5XAg>

Score Details:

1. Purpose

Description	Grade	Your Score
Purpose of document is immediately apparent and sufficiently expanded as required	3	1
Purpose of document is apparent but not sufficiently highlighted or expanded	2	
Purpose of document is not immediately apparent and may show very limited expansion	1	

Purpose of document is partially obscured/unclear and/or misunderstood	0	
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2. Content

Description	Grade	Your Score
Content is appropriate to intended reader and addresses what is needed to continue care (key information is included; no important details missing); content from case notes is accurately represented	7	5
Performance shares features of bands 5 and 7	6	
Content is appropriate to intended reader and mostly addresses what is needed to continue care; content from case notes is generally accurately represented	5	
Performance shares features of bands 3 and 5	4	
Content is mostly appropriate to intended reader; some key information (about case or to continue care) may be missing; there may be some inaccuracies in content	3	
Performance shares features of bands 1 and 3	2	
Content does not provide intended reader sufficient information about the case and what is needed to continue care; key information is missing or inaccurate	1	
Performance below Band 1	0	

3. Conciseness & Clarity

Description	Grade	Your Score
Length of document is appropriate to case and reader (no irrelevant information included); information is summarised effectively and presented clearly	7	4
Performance shares features of bands 5 and 7	6	
Length of document is mostly appropriate to case and reader; information is mostly summarised effectively and presented clearly	5	
Performance shares features of bands 3 and 5	4	
Inclusion of some irrelevant information distracts from overall clarity of document; attempt to summarise only partially successful	3	
Performance shares features of bands 1 and 3	2	
Clarity of document is obscured by the inclusion of many unnecessary details; attempt to summarise not successful	1	
Performance below Band 1	0	

4. Genre & Style

Description	Grade	Your Score
Writing is clinical/factual and appropriate to genre and reader (discipline and knowledge); technical language, abbreviations and polite language are used appropriately for document and recipient	7	1
Performance shares features of bands 5 and 7	6	
Writing is clinical/factual and appropriate to genre and reader with occasional, minor inappropriacies; technical language, abbreviations and polite language are used appropriately with minor inconsistencies	5	
Performance shares features of bands 3 and 5	4	
Writing is at times inappropriate to the document or target reader; over-reliance on technical language and abbreviations may distract reader	3	
Performance shares features of bands 1 and 3	2	
The writing shows inadequate understanding of the genre and target reader; mis- or over-use of technical language and abbreviations cause strain for the reader	1	
Writing is clinical/factual and appropriate to genre and reader (discipline and knowledge); technical language, abbreviations and polite language are used appropriately for document and recipient	7	

5. Organisation & Layout

Description	Grade	Your Score
Organisation and paragraphing are appropriate, logical and clear; key information is highlighted and sub-sections are well organised; document is well laid out	7	5
Performance shares features of bands 5 and 7	6	
Organisation and paragraphing are generally appropriate, logical and clear; occasional lapses of organisation in sub-sections and/or highlighting of key information; layout is generally good	5	
Performance shares features of bands 3 and 5	4	
Organisation and paragraphing are not always logical, creating strain for the reader; key information may not be highlighted; layout is mostly appropriate with some lapses	3	
Performance shares features of bands 1 and 3	2	
Organisation not logical, putting strain on the reader; or heavy reliance on case note structure; key information is not well highlighted and the layout may not be appropriate	1	
Performance below Band 1	0	

6. Language

Description	Grade	Your Score
Language features (spelling/punctuation/vocabulary/ grammar/sentence structure) are accurate and do not interfere with meaning	7	3
Performance shares features of bands 5 and 7	6	
Minor slips in language generally do not interfere with meaning	5	
Performance shares features of bands 3 and 5	4	
Inaccuracies in language, in particular in complex structures, cause minor strain for the reader but do not interfere with meaning	3	
Performance shares features of bands 1 and 3	2	
Inaccuracies in language cause considerable strain for the reader and may interfere with meaning	1	
Performance below Band 1	0	