



Risk Management Strategies for the Consultant

1. Foster relationships with referring physicians. Work with them to make sure they communicate the urgency of the referral requests and that expectations, roles and responsibilities are clearly established prospectively.
2. If you cannot accommodate the patient within the time period needed advise the patient and the referring physician as soon as possible so that other arrangements can be made. Document this notification.
3. Specify the records, films, and test results to be available for the appointment and who should be responsible for securing them.
4. The consultant should document the available information at the time of the consult and any gaps.
5. Document consultations with primary care physicians even “curbside” discussions and specify your understanding of the nature of the informal nature of the conversation.
6. Follow up with patients, send timely reports to primary care physicians.
7. Make sure the “hand off,” the transfer of care back to the referring physician is clean and understood by all parties. Notify patients in writing of termination of care and keep good records.
8. Pay attention to cases with potential foreseeable risks.