

SOP Template: Summary of Ongoing Treatments and Procedures

This document provides a comprehensive summary of ongoing treatments and procedures, detailing current therapeutic interventions, patient progress, medication schedules, and planned medical actions. The purpose is to maintain accurate and up-to-date records that support effective communication among healthcare providers and ensure continuity of care.

1. Patient Information

Name	
ID/Record Number	
Date of Birth	
Date of Admission	

2. Current Therapeutic Interventions

Intervention	Start Date	Frequency	Responsible Provider	Notes

3. Medication Schedule

Medication	Dosage	Route	Frequency	Start Date	Prescribing Provider	Notes

4. Patient Progress Summary

Date	Observations / Assessments	Improvements / Setbacks	Responsible Provider

5. Planned Medical Actions & Procedures

Action / Procedure	Scheduled Date	Responsible Provider	Notes

6. Communication Log

Date	Provider(s) Involved	Summary of Communication	Follow-up Actions

7. Sign-Off

Name / Signature	
Date	

Document Last Updated:

This SOP template should be regularly reviewed and updated to ensure accuracy and completeness.