

Nutrition Consultations | Consultation Template

Before using this consultation template, please watch the accompanying video to ensure you know how to use the template effectively.

You can watch the video here => [**CONSULTATION TEMPLATE**](#)

Remember, making notes during a consultation is important but try not to focus too much on the template; deviation from the template and free-flowing conversation is often the sign of a great consultation where you have built trust and rapport successfully.

Flowing and open conversation should always be the goal with nutrition consultations, however if you are new to delivering consultations, and/or if you want to ensure you have gained all the information you need to create a bespoke nutrition strategy for this client, this resource should act as a comprehensive guide or template.



Name of Client | I-2-I Consultation Notes

GOALS

EXAMPLE QUESTIONS

- 🔬 What has brought you here today/led you to get in touch?
- 🔬 Talk to me about your goals...
- 🔬 Do you have a specific timeframe in mind?
- 🔬 On a scale of 1-10, how important is this goal to you? Why have you picked that number?
- 🔬 By [INSERT GOAL], how do you think this will make you feel?

START

General rapport-building – ask how the journey was/how their day was etc.

Explain the service and consultation process.

Explain you will be taking notes throughout

Insert Notes Regarding Goals Here

TYPICAL DAY – NON-NUTRITION RELATED

EXAMPLE QUESTIONS

- 🔬 What does a typical day look like for you?
- 🔬 Talk me through a typical day, what time would you get up? How do you get to work?
- 🔬 How do your weekends differ from this?
- 🔬 What do your weekends tend to look like?

Pick up barriers to change, here; cues on personality profile, the lifestyle they lead, including food preparation time and exercise.

Identify low-hanging fruit e.g. does the client struggle with atypical days (e.g. weekends), eating out with work, finding something healthy to eat at work, emotional eating etc.

Link back your client's typical day (paraphrase and summarise)



Insert Notes Regarding 'Typical Day' Here (Include a PAL estimation)

Insert Notes Regarding 'Atypical Day' Here (Include a PAL estimation)

Clarify what you have learned from 'a typical day' here e.g. link back to mealtimes e.g. eating at work vs self-prepped food vs what is available

24 HOUR RECALL

EXAMPLE QUESTIONS/PROMPTS

- 👉 Talk me through yesterday; from when you first got up, when did you first eat and drink? What did you have?
 - 👉 Ask for clarification and detail on points that they mention, for example:
 - 👉 Did you have anything with your tea/coffee?
 - 👉 What sort of milk/yoghurt did you have?
 - 👉 Did you have anything to eat or drink between breakfast and lunch?
 - 👉 What do you mean by a 'small portion'?
- Use non-leading questions during the 24h recall e.g. not ask 'what did you have for breakfast?'

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Don't forget about drinks!!

TIME	FOOD/DRINK	QUANTITY	BRAND	NOTES



SUPPLEMENTATION




EXAMPLE QUESTIONS

-  Do you currently take any supplements? Why do you take [INSERT SUPPLEMENT]?
-  Do you currently take any vitamin or mineral supplements?
-  Have you taken any supplements in the past? What are your previous experiences with [INSERT SUPPLEMENTS]?

Insert Notes Regarding Supplements Here (Don't forget details on timing and dosage)

DIETING HISTORY

EXAMPLE QUESTIONS

-  How would you describe your current diet?
-  Have you ever dieted in the past?
-  What did you find went well with [Insert Diet]? What did you find challenging?




Insert Notes Relating to Client's Dietary History Here

Re-educate and pre-educate if required.
If mentioned and appropriate, ask what a 'healthy diet' looks like for them and get a feel for your client's level of nutritional knowledge.



DIETARY PREFERENCES AND LIFESTYLE




EXAMPLE QUESTIONS

-  How does your weekly cooking and food shopping schedule work? [Probe if necessary e.g. do you tend to plan your meals for the week? Are there certain days you would eat out or get a takeaway?]
-  Are there any foods you tend to avoid or that don't agree with you?
-  Are there any foods you particularly like?

Insert Notes Relating to Client's Dietary Preferences and Lifestyle Here

EXERCISE/TRAINING/PHYSICAL ACTIVITY

EXAMPLE QUESTIONS

-  What does a typical week look like in terms of exercise?
-  What do you find the most difficult about regularly exercising?
-  What type of activities do you enjoy, and would like to do more of?

Insert Notes Relating to Client's Exercise/Training Here



Notes for an athlete/regular exerciser's weekly training regime

DAY	AM	PM	NOTES
MONDAY			
TUESDAY			
WEDNESDAY			
THURSDAY			
FRIDAY			
SATURDAY			
SUNDAY			

ENERGY LEVELS/FEELINGS OF WELLBEING

EXAMPLE QUESTIONS

- 🧪 How would you describe your daily energy levels?
- 🧪 Is there anything that you have found either positively or negatively effects energy levels?
- 🧪 What is your sleep like? How many hours of sleep would you tend to get on average per night? *[prompt sleep quality/duration if required]*
- 🧪 What is your caffeine intake like? *[prompt client if required e.g. how often would you have tea, coffee, coke, energy drinks, chocolate and in what quantities?]*

Insert Notes Relating to Client's Energy and Wellbeing Here



MEDICAL HISTORY

EXAMPLE QUESTIONS

- 🧪 Are you currently taking any medication or are there any illnesses/injuries that you think I should be aware of?
- 🧪 [Following on from PCF question] You've written down in your pre-consultation form that you have [INSERT ILLNESS/INJURY], would you be able to tell me more about that and how it affects you?

Insert Notes Relating to Client's Medical History Here

ADDITIONAL NOTES

Insert Any Additional Notes

END

Use the consultation summary to summarise and paraphrase key points, low-hanging fruit and barriers to change; ensure the client leaves the consultation with clear action points

Encourage questions from the client to confirm client understanding

Explain what happens next e.g. I will write up your notes and email them across; I will create a dietary strategy and send it to you; I will provide you with an example meal plan

Give instructions where appropriate e.g. what ongoing social support looks like; how to use any trackers you are providing etc.

General encouragement

