**Write a Memo Practice B**

**Sample Answer Key**

**MEDICAL SHIFT CHANGE MEMO**

**TO: MARIA GRUBB**

**FROM: LIA NGUYEN**

**DATE: 2/22/22**

**REG: MRS. SMITH DAY 8AM-2PM**

Hi Maria,

Today Mrs. Smith woke up with stomach problems. She had stomach cramps and diarrhea. I called her doctor and he suggested following the BRAT diet and Pepto Bismol. Details for today.

8:00 am Woke up with cramps and diarrhea. Made it to the restroom on time.

8:30 am Took a shower.

9:00 am Rested in bed while I called her doctor. Continued with stomach cramps and diarrhea. Drank 3 10-ounce mugs of warm peppermint tea and two crackers. Took her morning medications.

9:30 am Received a call from her nurse who said to follow the BRAT diet and to give Mrs. Smith Pepto Bismol along with her regular medications.

9:45 am Ate a slice of dry toast with ½ a banana and 2 10-ounce mugs of warm peppermint tea. Took 2 tbsp of Pepto-Bismol. The cramping has eased a little.

10:00 am Had another BM, diarrhea is a little better. Sipping on warm peppermint tea to ease stomach cramps and diarrhea. Watched TV, no morning walk.

11:00 am Went to the restroom, no BM only did #1, Ate a second slice of dry toast with ½ a banana. Stomach still queasy but much better.

12:00 pm Feeling hungry. She ate 2 cups of white rice cooked with chicken broth and drank 16 ounces of apple juice. Took her afternoon medications.

2:00 pm Had another BM and it seems diarrhea is gone. NO more stomach cramps. There is cooked white rice in the fridge for dinner if she is feeling better.