

Supplementary file 4. Clinicians' checklist items to follow before, during and after a consultation according to the articles/guidelines included in the review.

Clinicians' checklist items	Authors
Before a consultation	
Identify yourself and your role	Bierman et al. (1), Quigley et al. (2),
Verify patient's identity	Bierman et al. (1), Middleton et al. (3), Quigley et al. (2), Wong et al. (4)
Obtain patient's consent	The Institute of Osteopathy (5), RCSLT (6), Wong et al. (4)
Announce who is in the meeting and ask the patient to introduce anyone observing the consultation from his end	The Institute of Osteopathy (5), Wong et al. (4)
Check whether there are alternative communication means case of technology issues or emergency and provide the patient with their alternative contact details.	Bierman et al. (2018), Wong et al. (4)
Check that the audio and video conferencing devices are working and positioned properly	Wong et al. (4), Middleton et al. (3)
Ensure that the room is adequate for the consultation	Middleton et al. (3)
Ensure that the room does not contain any distractions	RCSLT (6)
Ensure that the equipment needed for treatment or assessment is within reach	Middleton et al. (3), RCSLT (6)
Check whether family's or caregiver's support is available if needed	Middleton et al. (3)
Ensure that the information given to the patient has been fully and correctly understood	Meredith et al. (7), The Institute of Osteopathy (5), RCSLT (6)
Ensure beforehand to have access to the patient notes and any other relevant documentation	The Institute of Osteopathy (5)
During a consultation	
Take patient's history including patient's demographics, clinical symptoms, psychosocial information and ask the patient whether there have	The Institute of Osteopathy (5), Bierman et al. (1), Middleton et al. (3), Wong et al. (4)

been any changes in the clinical condition or any adverse event (e.g., fall)

Conduct the assessment	Bierman et al. (1), Ben-Aharon et al. (8), Middleton et al. (3), Doll et al. (9), Wong et al. (4)
Carry out the treatment	Ben-Aharon et al. (8), Bierman et al. (1), Doll et al. (9)
Explore patient's and his family's expectations	RCSLT (6)
Establish a plan	Wong et al. (4)
After a consultation	
Summarise the key points	The Institute of Osteopathy (5)
Ask the patient whether there are any questions	The Institute of Osteopathy (5), RCSLT (6)
Determine whether the next session will be remote through discussion with the patient	The Institute of Osteopathy (5), Wong et al. (4)
Arrange the next appointment and send the patient instructions or resources as appropriate	BAPO (10), RCSLT (6)

Abbreviations: RCSLT, The Royal College of Speech and Language Therapists; BAPO, The British Association of Prosthetists and Orthotists.

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