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## Sample Preliminary Report Outlines

This presents three different sample outlines for the Preliminary Research Report, using different research topics presented in an earlier English 102 class (April 2011). I have edited the outlines somewhat, mostly by re-arranging ideas into the appropriate section (for example, moving some questions out of II and moving them into III or vice versa).

After the examples I present a brief review of style/voice—in other words, how to write up your information in each section, by demonstrating how you might begin each section.

In these examples section I and II present questions that the Preliminary Report would answer. For example, the first paper would explain who was affected by Katrina, what Katrina was, and so on. Section II presents questions that the Preliminary Report would not answer but would describe. For example, the first paper would point out that experts are still debating whether the Army Corps of Engineers was negligent. You don't have to answer these questions in your report, just mention what a few such questions are.

In these examples section IV looks at possible answers to the research question. In your actual paper you'll present one answer—the one you think is best—and a very brief (1-2 sentences) explanation of why you think that answer is best.

Topic: Hurricane Katrina

Subtopic: Government response and public reaction

Research Question: Why was the public unhappy with the government's response to Katrina?

- I. Introduce the overall topic, explain basic info about that topic.
  - a. Who: People of the south surrounding N.O.
  - b. What: Big hurricane that devastated the land.
  - c. Where: Southeastern United States (i.e. Louisiana, South Florida, Mississippi)
  - d. When: End of August 2005.
  - e. Why: High Pressure, Low Pressure, Warm temperature, and combines. Natural Disaster, global warming, linked to climate change.
- II. Introduce the subtopic that you intend to focus on, explain basic info about that topic.
  - a. Before Katrina and afterwards and the Government's relief efforts.
    - i. What did the government do to prevent or fix the situation?
    - ii. General opinion about the government.



## HEALTH & SAFETY AUDIT REPORT

### Smithy Bridge Primary school

carried out by Michelle Walker, Technical & Admin Support Assistant  
on 8<sup>th</sup> July 2014

#### Contents

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#### Introduction

As part of Rochdale Metropolitan Borough Council's health and safety monitoring process, your school has recently been through a health and safety audit.

The audit is a tool used to determine the effective implementation of the school's health and safety standards. This report has been prepared to identify the strengths and weaknesses in your health and safety management system. It provides recommendations for consideration, giving a basis from which continuous improvement to the standards of health and safety can be made.

The audit was conducted by reviewing the school's health and safety documentation and procedures. This was followed by a tour of the site and associated buildings. In the time available the audit did not confirm every activity affecting the school, although every effort has been made to identify a realistic picture.

*N.B. The report only comments on the conditions observed, information supplied and impressions gained at the time of the visit and should not be taken as identifying all areas of possible unsafe conditions and/or contravention of statutory requirements.*

#### Legal Responsibilities

The health and safety responsibilities within a foundation school lie with the Headteacher and governing body.

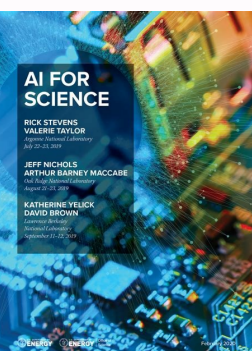
The governing body, having control of the premises, must take reasonable steps to ensure the building, equipment and materials are safe and do not put the health of persons at risk whilst they are on the premises.

The Headteacher, with delegated responsibility for the day-to-day management of the school, has a particular role in ensuring that the governing body's health and safety policies and procedures are carried out. The Headteacher and governing body may adopt the Local Authority's health and safety policies and practices or, if they prefer, can produce their own.

#### Summary

There is evidence of a positive health and safety culture within the school, with particularly strong commitment from the Headteacher, Deputy Headteacher and Site Manager. Record keeping standards within the school are excellent, with all current documentation being complete and readily to hand.

Whilst no significant concerns were noted on the day of the audit, recommendations for minor improvements are included within the report. The main issue was the lack of servicing records for the outdoor play equipment, however evidence was provided that this is already being addressed.



## END STAGE RENAL DISEASE MEDICAL EVIDENCE REPORT MEDICARE ENTITLEMENT AND/OR PATIENT REGISTRATION

**A. COMPLETE FOR ALL ESRD PATIENTS** Check one:  Initial  Re-entitlement  Supplemental

1. Name (Last, First, Middle Initial)

2. Medicare Beneficiary Identifier or Social Security Number

3. Date of Birth (mm/dd/yyyy)

4. Patient Mailing Address (Include City, State and Zip)

5. Phone Number (including area code)

6. Sex:  Male  Female

7. Ethnicity:  Not Hispanic or Latino  Hispanic or Latino (Complete Item 9)

8. Country/Area of Origin or Ancestry

9. Race (Check all that apply):  White  Black or African American  American Indian/Alaska Native  Asian  Native Hawaiian or Other Pacific Islander\*  Other

10. Is patient applying for ESRD Medicare coverage?  Yes  No

Print Name of Insured/Principal Title

11. Current Medical Coverage (Check all that apply):  Medicaid  Medicare  Employer Group Health Insurance  VA  Medicare Advantage  Other  None

12. Height (inches) \_\_\_\_\_ or (centimeters) \_\_\_\_\_

13. Dry Weight (pounds) \_\_\_\_\_ or (kilograms) \_\_\_\_\_

14. Primary Cause of Renal Failure (Use code from back of form)

15. Employment Status (If most prior and current status)

16. Co-Morbid Conditions (Check all that apply currently and/or during last 10 years) \*See instructions

17. Prior to ESRD therapy:

18. Laboratory Values Within 45 Days Prior to the Most Recent ESRD Episode. (Lipid Profile within 1 Year of Most Recent ESRD Episode)

| LABORATORY TEST                   | VALUE | DATE | LABORATORY TEST     | VALUE | DATE |
|-----------------------------------|-------|------|---------------------|-------|------|
| a.1. Serum Albumin (g/dl)         |       |      | d. HbA1c            |       |      |
| a.2. Serum Albumin Lower Limit    |       |      | e. Lipid Profile TC |       |      |
| a.3. Lab Method Used (ICG or ICP) |       |      | LDL                 |       |      |
| b. Serum Creatinine (mg/dl)       |       |      | HDL                 |       |      |
| c. Hemoglobin (g/dl)              |       |      | TG                  |       |      |

**B. COMPLETE FOR ALL ESRD PATIENTS IN DIALYSIS TREATMENT**

19. Name of Dialysis Facility

20. Medicare Provider Number (for Item 18)

21. Primary Dialysis Setting:  Home  Dialysis Facility  SNF/Long Term Care Facility

22. Primary Type of Dialysis:  Hemodialysis (Sessions per week: \_\_\_\_\_ hours per session: \_\_\_\_\_)  CAPD  CRPD  Other

23. Date Regular Chronic Dialysis Began (mm/dd/yyyy)

24. Date Patient Started Chronic Dialysis at Current Facility (mm/dd/yyyy)

25. Has patient been informed of kidney transplant options?  Yes  No

26. If patient NOT informed of transplant options, please check all that apply:  Patient declined information  Patient is not eligible medically  Other

In line with this, it also adds to the infinity of research that are being made on the subject of the incursions. Maintain a record of evidence to better catalog them. In addition to maintaining a record of evidence is sketching the scene and the area where the extension of the damage is evident. A more in-depth analysis of patterns and tenders can also be studied to develop more accurate and aggressive security education programs that are inspired by past occurrences, with better ways to prevent drastic injuries and worse, fatalities. With a more developed security education program, individuals and communities can improve the public awareness and work better to mitigate the risks in case of a retarded response. It is a preventive measure in itself. There, for better encapsulating our points in one only, the rectators of in-cent investigation work simultaneously as a preventive measure that encourages better anti-fighting and more operative On a large scale and punctual. Such as conducting an incentive investigation if it was not obvious so, it should be clear now that a report of in-cent investigation involves a systematic process Tico applying a medium scientific even more meticulous. In fact, there is no definite way to know, but the team that works in the incident is definitely to give their best to get quickly to the investigation fund. Describe the scenes as you would make an entry in a personal diary. In the extent possible, the report must be null, of personal testimonials and must be, in the best hypotheses, factual. The fact-dependent of some considerable factors, such as the size of the inception, the number of witnesses present, The number of wounded and injured, the extension of the damage caused on the property or, if there is a system of circumstances that justify strong suspicions, an investigation

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