



Effective Communication Skills for Health Professionals (Therapy in Practice Series)

Philip Burnard

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This book is about practical ways of enhancing communication between health professionals and their patients or clients and between those professionals and their colleagues. The text covers all aspects of verbal and non-verbal communication. Divided into four parts, communication skills are identified as educational, therapeutic, organizational and personal. Within these areas teaching, presentation, computing, listening and counselling skills are discussed. There are also chapters on running groups, general management skills, self presentation, improving writing skills, assertiveness and self awareness. The final section includes a skills checklist and questionnaire. This volume should be of value to nurses, doctors, occupational therapists, speech therapists, physiotherapists, and social and voluntary workers, both qualified and in training, who want to improve their existing communication skills.

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