**Introduction**

1. Introduce yourself to the patient including your name and role  
2. Confirm the patient’s name and date of birth  
3. Briefly explain what the examination will involve using patient-friendly language  
4. Explain the need for a chaperone if the skin lesion is located in an intimate area  
5. Gain consent to proceed with the examination  
6. Wash your hands  
7. Adequately expose the skin lesion and position the patient so that you can clearly visualise it  
8. Ask the patient if they have any pain before proceeding with the clinical examination  

**General inspection**

9. Note the number, location and distribution of the patient’s skin lesions from the end of the bed  
10. Look for objects or equipment on or around the patient that may provide useful insights into their medical history and current clinical status  

**Close inspection**

11. Assess the size of the lesion(s)  
12. Assess the configuration of the lesion(s)  
13. Assess the colour of the lesion(s)  
14. Assess the form and structure of the lesion(s)  

**Assessment of a pigmented lesion**

15. Assess the symmetry of the skin lesion  
16. Assess the borders of the skin lesion  
17. Assess the colour of the skin lesion  
18. Assess the diameter of the skin lesion  
19. Assess the elevation of the skin lesion and take a history of the lesion’s evolution  
20. Inspect for other pigmented lesions and palpate local lymph nodes  

**Palpation**

21. Don gloves if the skin lesion is felt to be infective or is likely to expose you to bodily fluids  
22. Assess the surface and deeper characteristics of the lesion  

**Systemic examination**

23. Inspect the nails and hands for relevant clinical signs  
23. Inspect the elbows for evidence of psoriasis plaques, xanthomas (hyperlipidaemia) or rheumatoid nodules (rheumatoid arthritis)
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<tbody>
<tr>
<td>25</td>
<td>Inspect the hair and scalp for relevant clinical signs</td>
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<tr>
<td>26</td>
<td>Inspect the oral mucosa for relevant clinical signs</td>
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**To complete the examination...**

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<tr>
<td>27</td>
<td>Explain to the patient that the examination is now finished and provide them with privacy to get dressed if relevant</td>
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<td>28</td>
<td>Thank the patient for their time</td>
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<td>29</td>
<td>Wash your hands</td>
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<td>30</td>
<td>Summarise your findings</td>
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<tr>
<td>31</td>
<td>Suggest further assessments and investigations (e.g. swabs/skin scrapings, dermatoscopy, biopsy)</td>
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