SETTING UP YOUR HEALTH CARE APPOINTMENT

A useful tool to help you prepare for an appointment that is best for you

THINGS TO HAVE READY:

- Calendar
- Your insurance card
- Health Care Practitioner's name
- Health Care Practitioner's phone number
- Your phone number
- Your Date of Birth (DOB)

CALL (SCRIPT):

Hello my name is _____

I would like to schedule an appointment with _____

The reason I am calling is because _____

What dates and times are available? _____

How long is my appointment for? _____

Can I get extra time for my appointment?

I need extra time because:_____

_____

REPEAT BACK:

Ok, so my appointment is with _____ on_____