

Check Lists to Help You Make the Most of Healthcare Encounters

Doctor's Office Visit Checklist

Before the Visit

- Gather your questions
- Identify current symptoms
- Check the patient file
- Call to confirm appointment

During the Visit

- Help with reporting
- Describe symptoms accurately
- Ask questions

- Record doctor's instructions
- Discuss recommendations
- Verify follow-up

After the Visit

- Review your notes
- Check prescriptions
- Discuss the visit
- Update your calendar
- Call for test results

Emergency Room Checklist

Being Prepared

- Post emergency information in a prominent place
- Have updated patient information ready to go
- Enlist a friend to be your "ER buddy" before a crisis occurs
- Pack a bag ahead of time

At the Emergency Room

- Relay critical information to the ER staff
- Introduce yourself to the head nurse and attending physician
- Get out of the way
- Wait patiently
- Review patients' rights information while waiting
- Ask for regular updates
- Gauge your loved one's reactions
- Listen and ask questions
- Recognize staff limitations
- Stay calm and take care of yourself