Appointment Schedule & Checklist[2,3]

Having a checklist prepared in advance of your loved one's appointments can help ensure you don't forget important topics and can help to minimize additional follow-ups. Below are some prompts and tips to help you prepare for a successful appointment.

1. What are my top concerns to address at this appointment? (Write down questions and topics to discuss in the space below.)

2. Do I have any videos to show of seizures or any other strange behaviors/occurrences? ☐ YES ☐ NO

> **TIP:** Queue any videos up before your appointment so you don't have to spend time scrolling through your phone to find them. Consider creating an album or folder on your phone to keep important videos.

3. Do you know who you should contact at your physician's office if you have any follow-up questions or concerns?

4. Make sure to jot down any key steps for you to take following this appointment.

Next scan (MRI, EEG, CT, etc.):

Next lab work:

Are there any forms you need to fill out before scheduling tests? ☐ YES ☐ NO

Does your loved one need any tests or bloodwork to monitor any of their medications? ☐ YES ☐ NO

5. Make note of any test results that are shared with you at the appointment and make sure you're able to access them via a secure web portal or by asking for a paper copy.

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6. Make a plan for your loved one's next appointment – when and how to schedule it.

7. What medications does this doctor prescribe?

Medication: How many refills are left?

Will these refills last until the next appointment? ☐YES ☐NO

Medication: How many refills are left?

Will these refills last until the next appointment? ☐YES ☐NO

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At-A-Glance Annual Appointment Schedule[2,3]: January – June

APPTS/HCP	JAN	FEB	MAR	APR	MAY	JUN
Example: Pediatrician	1/20 @ 2P		3/20 @ 4P		7/30 @ 12N	

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At-A-Glance Annual Appointment Schedule[2,3]: July – December

APPTS/HCP	JUL	AUG	SEP	OCT	NOV	DEC
Example: Pediatrician	1/20 @ 2P		3/20 @ 4P		7/30 @ 12N	

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