

Appointment Log

Last updated: _____

Past and upcoming appointments for the person I support, in one place.

Name of the person I support: _____

Emergency contact & phone: _____

Tip: Use the Doctor Visit Prep Sheet before each visit; record the outcome here after. **Ask for the after-visit summary** (printed or in the patient portal) before you leave, and keep it with this log.

UPCOMING APPOINTMENTS

Date & time	Doctor / clinic	Purpose	Address / phone	Transportation and who is going	Bring / prepare fasting, med list, prep sheet

VISIT NOTES *(one block per visit)*

Visit date: _____ Doctor / specialty: _____

Reason for the visit: _____

What was discussed or found: _____

Medication changes (also update the Medication & Allergy List): _____

Tests ordered: _____ Next follow-up: _____

Questions for next time: _____

After-visit summary received? ☐ Yes ☐ Not yet Medication & Allergy List updated? ☐ Yes ☐ No changes

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VISIT NOTES *(continued)*

Visit date: _____	Doctor / specialty: _____
Reason for the visit: _____	
What was discussed or found: _____ _____ _____	
Medication changes (also update the Medication & Allergy List): _____ _____	
Tests ordered: _____	Next follow-up: _____
Questions for next time: _____ _____	
After-visit summary received? ☐ Yes ☐ Not yet Medication & Allergy List updated? ☐ Yes ☐ No changes	

Visit date: _____	Doctor / specialty: _____
Reason for the visit: _____	
What was discussed or found: _____ _____ _____	
Medication changes (also update the Medication & Allergy List): _____ _____	
Tests ordered: _____	Next follow-up: _____
Questions for next time: _____ _____	
After-visit summary received? ☐ Yes ☐ Not yet Medication & Allergy List updated? ☐ Yes ☐ No changes	

Follow the care team's instructions. When unsure about a change, call the doctor's office.

