

Scheduling an Appointment: Important to Share? Worksheet

Directions: Look at the following statements in each section of the chart. Determine if each statement is in the correct category. If you think it should go in another category, cross it off and re-write it where you think it belongs.

Important Information to Know/Share When Scheduling a Doctor's Appointment	Not Important to Know/Share When Scheduling a Doctor's Appointment	Tips to Make Scheduling a Doctor's Appointment Easier
<ul style="list-style-type: none">- I have had a sore throat and I have been coughing a lot for the past three days.- I need my sports physical done for track this spring.- My name is Sam Bandero and my birthdate is 10/12/1999.- I am available after 2PM on Tuesday and all day Wednesday.- I am on my parent's' insurance. They have Highmark Delaware.	<ul style="list-style-type: none">- I have been feeling weird.- I live with my mom, dad, and two brothers.- I am allergic to pet dander and seafood.- I got my chicken pox shot when I was one.	<ul style="list-style-type: none">- Try to avoid calling on Monday morning, lunch time, right when the office opens, or when the office is about to close.- Gather all documents, insurance card(s), your calendar, and any other information you need before you call.