

Patient Office Visit Checklist:

- Write down the names of your team members.
- Use your list of questions. Ask the most important questions first. Even if you cannot get all of your answers on the first visit, having a list will help you keep track of the answers.
- Talk with your team about what health issue to work on first.
- Be sure you know what you should do before you leave the office.
- Use your own words to repeat back the things you've discussed with your team. This way, both you and your team will know the information is clear.
- Ask your team about how to reach them after hours if you need to.