



Steps to Making a Doctor Appointment

Making your own doctor appointment is a great first step in learning how to manage your healthcare needs. You should start practicing with a parent or guardian to help you along. Don't worry if you can't do it all the first time. Everyone wants you to be successful - so take your time and practice.



Gather All Your Information

Before placing a phone call, make sure you have all the information you need :

- Insurance card
- Calendar
- List of all medication

01



Make the Call

- Introduce yourself
- Tell them who your doctor is
- Explain why you need the appointment

02



Listen Carefully

Your doctor office may need to ask you several questions before they can give you an appointment time. Be prepared to answer them:

- Your name, date of birth and address
- Your insurance information
- Your preferred date and time for the appointment

03



Ask Questions

Asking questions is an important part of taking control of your healthcare. Before you hang up, make sure you have all the information you need to get to your appointment prepared and on time.

04

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