

Appointment Tracker

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Follow-up appointment date: _____

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Scan and Test Tracker

Print and use a new copy for each scan or test to track preparation instructions, results, and follow-up.

Test or scan: _____ Appointment date: _____ Time: _____
Location: _____ Facility phone: _____
Ordered by: _____

Preparation instructions

- ☐ Fasting required
- ☐ Arrival time confirmed
- ☐ Contrast expected
- ☐ Medication changes required
- ☐ Transportation needed
- ☐ Insurance authorization confirmed
- ☐ Other: _____

Additional instructions: _____

Questions to ask before the scan or test

1. _____
2. _____
3. _____
4. _____

Results expected by: _____

How results will be provided

- ☐ Patient portal
- ☐ Phone call
- ☐ Follow-up appointment
- ☐ Other: _____

Results and notes: _____

Follow-up needed: _____

Follow-up date: _____

This worksheet is intended to help you prepare for medical appointments and is not a substitute for medical advice, diagnosis, or treatment.

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