

My telemedicine checklist: preparing for a good consultation

This checklist will help you, your caregiver, family member or friend get ready for your telemedicine appointment. It will ensure you make the most of the time with your healthcare professional. You may find it helpful to print the checklist so you can take notes before and during your appointment.

1 Prepare your time, space and device

- Block out a period of uninterrupted time without distractions
 - Have a caregiver, family member or friend with you if possible
 - Find a private, quiet and well-lit place
 - Minimise any background noise
 - Choose your device (desktop computer, laptop, tablet or smartphone)
 - Check that it's charged or plugged in
 - Check that you've got good internet connection or reception
 - Check that your picture and sound are working
 - Try out the video conferencing platform beforehand if possible
 - Check that your healthcare professional has all of your contact details
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2 Consider the questions you may want to ask about your condition

Prioritise your top three

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3 Consider the questions you may be asked about your condition

- How active are you able to be?

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- How do you manage with your daily routine?

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- What are your symptoms?

Have your symptom tracker to hand, and take photos if applicable

https://www.lifewithpulmonaryfibrosis.com/sites/default/files/Symptom%20Tracker_13.pdf

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4 Collect your recent test results and other useful documents

- Collect any paperwork about recent lung function tests, blood tests, X-rays etc.
- Collect any letters from other healthcare professionals
- Have notes from any of your own measurements to hand

5 Record your recent and/or upcoming appointments with healthcare professionals

- Have a list of your recent and/or upcoming appointments
Have your appointment tracker to hand if applicable, for example
https://www.lifewithpulmonaryfibrosis.com/sites/default/files/Appointment%20Planner_2.pdf

6 Create a list of your medications

- Have a list of your current medications. Include their dose and how often you take them. Think about how effective they are and if you've experienced any side effects. Do you need to discuss your prescription?

Next appointment(s):

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NOTES

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