Quality Care Senior

The Follow-Up Readiness Check

A companion worksheet to The Appointment After the Appointment — make sure the next visit actually happens, with everything in place before you leave home.

Follow-up care depends on several small tasks going right: the ride, the records, the medication list, the questions, and the plan after the visit. This worksheet helps your family put each piece in place before the appointment morning.

Use this check 48 to 72 hours before the visit — not the night before. If several boxes are still empty two days out, you have time to fix them. If symptoms appear suddenly or become severe, do not wait for the appointment. Contact a healthcare professional promptly.

Before the visit — check each box only when it is genuinely done

- [ ] The appointment date, time, and location are confirmed
- [ ] The ride is confirmed in both directions (pickup and return)
- [ ] We know whether my parent needs an escort into the building
- [ ] The medication list is current (prescriptions, over-the-counter, supplements, doses, allergies)
- [ ] New symptoms and daily changes are written down (plain observations, no diagnosis)
- [ ] We have confirmed that records and test results reached the specialist
- [ ] The top three questions are written down in priority order
- [ ] The after-visit plan is assigned to someone specific
- [ ] The next step is scheduled before the details fade

Write symptoms like this

Needed three reminders to take the morning medicine. Became confused while following a familiar recipe.

Record what you saw and heard. Avoid writing a diagnosis in your notes.

Confirm with the office before the visit

Check-in time, accessibility, and paperwork. Ask whether the office prefers medication bottles. Call to confirm which records they have received — if anything is missing, ask how to send it securely.

Ask about the full trip

Address, building or suite, pickup and return times, mobility needs, safe stopping point, and whether someone should stay available during the visit.

If several answers are no

Address those gaps now, not on the appointment morning. Follow-up care is not a test of whether you are organized enough — it is a coordination task that may need transportation, documentation, companionship, and caregiver respite. You do not have to manage every moving part alone.

After the visit — write down before you leave the office

Medication changes (stop, start, continue) · Tests or referrals ordered · Who is responsible for scheduling each next step · Warning signs that require a call · The correct phone number for questions · When results will be available · The date and purpose of the next follow-up · Transportation needs for the next visit

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Place this summary where the family and paid caregivers can find it. Update the medication list. Add the next appointment to the calendar. Share the relevant information with other caregivers with your parent's permission.

Contact Quality Care Senior today
678-996-6929 ·
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The signs do not prove Alzheimer's. The kit is educational and does not diagnose.