

Outpatient Procedure Preparation Checklist

Date: _____

Patient Name: _____

Procedure: _____

Checklist Items

- Confirm appointment date and time.
- Review instructions provided by the physician.
- Arrange for transportation if sedatives are to be used.
- Avoid eating or drinking as per the doctor's instructions.
- Prepare any necessary paperwork (ID, insurance cards).
- List any medications currently being taken.
- Wear comfortable clothing on the day of the procedure.
- Plan for post-procedure care and follow-up appointments.

If you have any questions, please contact our office at **(555) 123-4567**.

Thank you for your attention to these important preparation steps.