

Doctor Appointment Prep Kit

Walk in prepared with a clear timeline, medication list, and the right questions.

What this is: a step-by-step workflow that uses ChatGPT to draft messages, letters, and scripts so you can understand paperwork, communicate clearly, and stay organized.

What this is not: medical or legal advice. Always verify facts, deadlines, and policy details. If you are unsure or the amounts are large, consider contacting your insurer, provider, a patient advocate, or a qualified professional.

US Market Edition | Version 1.0 | February 9, 2026

Quick navigation

Use this list to jump to the section you need.

- **Quick start workflow:** Prepare a clean one-page brief and walk into the appointment confident.
- **What to bring to the appointment:** Make it easy for the clinician to help you.
- **One-page appointment brief template:** Print or copy into a portal message.
- **Copy and paste prompt pack:** Safe, practical prompts for appointment preparation.
- **After the visit:** Lock in clarity while it is fresh.
- **Disclaimer and safe use:** Educational and communication assistance only.

Quick start workflow

Prepare a clean one-page brief and walk into the appointment confident.

This kit is designed for **organizing and communicating**. It does not diagnose. If you have urgent symptoms, seek immediate medical care.

- Step 1: Gather your notes (symptoms, dates, meds, prior tests, what changed).
- Step 2: Use ChatGPT to create a 1-page appointment brief.
- Step 3: Generate your top questions and a 10-minute agenda.
- Step 4: After the visit, summarize the plan and draft a portal follow-up message.

Your best outcome is clarity: what is the plan, what are the next steps, and when do you follow up.

What to bring to the appointment

Make it easy for the clinician to help you.

- Your 1-page appointment brief (template included).
- Medication and supplement list with doses and frequency.
- Prior test results or summaries (if you have them).
- A short list of your top questions (5 max).
- Any photos or tracking logs (for example, swelling, rash, blood pressure readings) if relevant.

If time is short, lead with the 30-second opening statement: **what changed, what worries you, and what you want from the visit.**

One-page appointment brief template

Print or copy into a portal message.

Use this template as your raw structure. The prompts in the next section will generate it for you automatically.

| Field | Your notes |
|---------------------------------|------------|
| Appointment Goal (1 sentence) | |
| Main concern (plain words) | |
| When it started (approx ok) | |
| What makes it better | |
| What makes it worse | |
| Key symptoms (top 5) | |
| Severity + frequency | |
| Medications + supplements | |
| Prior tests or treatments | |
| My top 5 questions | |
| Next step I want before I leave | |

Copy and paste prompt pack

Safe, practical prompts for appointment preparation.

Prompt 1: Privacy redaction

I want to prepare for a doctor appointment using ChatGPT. Tell me what personal details to remove
Then ask me to paste my notes.

Prompt 2: Build my 1-page appointment brief

Create a 1-page appointment brief for me to bring to my doctor.

Ask me up to 8 questions first, such as:

- Main concern
- When it started
- What makes it better or worse
- Key symptoms and severity
- Past history relevant to this
- Medications and supplements
- Tests already done
- What I want from this visit

Then output:

- 1) One-sentence goal of visit
- 2) Symptom timeline (dates optional)
- 3) Key symptoms list
- 4) Current meds and supplements list
- 5) Prior tests and treatments summary
- 6) My top 5 questions

Tone: clear and neutral. Do not diagnose.

Prompt 3: Symptom timeline builder

Turn my notes into a clean symptom timeline.

Output format:

- Phase 1: early symptoms
- Phase 2: changes over time
- Phase 3: current status

Include: triggers, frequency, severity, and any patterns I mentioned.

Ask me to paste my notes now.

Prompt 4: Medication and supplement list

Help me create a medication and supplement list.

Ask me for:

- Name
- Dose
- Frequency
- Start date (optional)
- Any side effects noticed

Then output a clean list I can copy into a portal.

Prompt 5: Question generator (prioritized)

Generate questions for my doctor, based on my appointment brief.

Give me:

- 3 must ask questions
- 5 helpful questions
- 3 next step questions about tests, referrals, or monitoring

Rules:

- Keep questions short.
- Avoid leading questions.
- Do not assume a diagnosis.

Ask me to paste my appointment brief.

Prompt 6: Describe symptoms clearly

Rewrite my symptom description so it is clear and specific.

Rules:

- Use plain language
- Include: onset, location, severity scale, frequency, duration, triggers, what helps
- Remove emotional filler

Ask me to paste my current description.

Prompt 7: 10-minute appointment agenda

Make a 10-minute appointment agenda for me.

Include:

- My 30-second opening statement
- The 3 points I need to cover
- The 1 decision or next step I want before I leave
- A polite way to ask for a plan if time is short

Prompt 8: Advocate scripts (assertive, polite)

Write short scripts I can say out loud for common moments:

- I want to make sure we address my main concern
- Can we clarify the plan
- What should I do if this gets worse
- When should I follow up

Tone: calm and respectful, not confrontational.

Prompt 9: After-visit summary and follow-up

After my appointment, help me summarize what happened.

Ask me:

- What the doctor said
- Any tests ordered
- Any med changes
- The follow-up plan

Then produce:

- 1) A short personal summary
- 2) A checklist of next steps
- 3) A follow-up message I can send via the patient portal to confirm the plan

Prompt 10: Verify I'm not overclaiming

Quality check my appointment brief and portal message.

Flag:

- Anything that sounds like a diagnosis claim
- Anything unclear or too long
- Missing specifics a clinician would need

Then rewrite it shorter and clearer.

Ask me to paste the text.

After the visit

Lock in clarity while it is fresh.

- Write down the plan in your own words before the day ends.
- Confirm any tests, referrals, or medication changes.
- If anything is unclear, send a short portal message requesting clarification.
- Set reminders for follow-up appointments and results.

If your plan is not clear, you can ask: **"Can you summarize the plan in one or two steps so I know what to do next?"**

Disclaimer and safe use

Educational and communication assistance only.

- Redact personal identifiers before pasting notes into ChatGPT.
- Do not use ChatGPT to self-diagnose or to replace clinical advice.
- Seek urgent care for severe or rapidly worsening symptoms.
- Use ChatGPT for organizing, summarizing, and drafting questions and messages.