FREE CHECKLIST

Hospital visit checklist

Use it before, during and after a hospital visit in Pune. Tick each item as it is done.

Before the visit

- [ ] Date, time, department and doctor confirmed in writing
- [ ] Asked the hospital which documents and reports to bring
- [ ] Insurance or cashless requirements checked with the insurer or TPA
- [ ] Transport there and back arranged
- [ ] Wheelchair or walking aid arranged, if needed
- [ ] Agreed who goes along, and who should be told how it went

Documents to carry

- [ ] Photo ID
- [ ] Appointment confirmation
- [ ] Previous reports, scans and discharge summaries
- [ ] Current prescriptions
- [ ] Insurance card or policy details
- [ ] A way to pay bills and deposits

Medicines and health information

- [ ] List of current medicines and doses
- [ ] Known allergies written down
- [ ] Questions for the doctor written down
- [ ] Name and number of the regular doctor

On the day

- [ ] Leave early for registration, billing and queues
- [ ] All documents kept together in one folder
- [ ] Note what the doctor says, or ask for it in writing
- [ ] Check which tests, reports and follow-ups are needed, and when

If you are travelling to Pune

For patients and families coming to Pune for treatment.

- [ ] Hospital dates confirmed in writing
- [ ] Original reports and copies packed
- [ ] Stay arranged with easy transport to the hospital
- [ ] Assistance requested from the airline or railway, if needed
- [ ] Enough medicines for the whole trip

After the visit

- [ ] Reports collected when ready
- [ ] Follow-up appointment booked
- [ ] Prescribed medicines bought and the medicines list updated
- [ ] Bills and receipts kept for insurance claims
- [ ] Summary shared with the family members the patient agreed to

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