

How to check in for your outpatient appointment



This document tells you how to check in for your outpatient appointment at The Whittington Hospital using the check-in stations



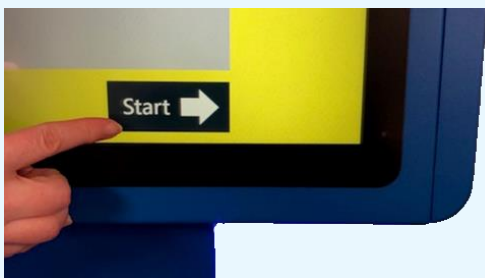
The Whittington Hospital has outpatient appointment **check-in stations** outside each clinic



When you go for your outpatient appointment you can use the appointment **check-in station**



This is how you use the appointment **check-in station**



Press **start**



Press the button to say if you are

- female
- male
- or press **skip** to move on



Press **Next**



Type in the **year** you were born

Then press **next**



Press the **date** of your birthday

Then press **next**



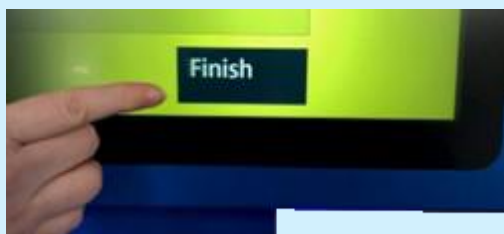
Press the **month** when it's your birthday

Then press **next**



Type in the first letters of your **surname**

Then press **next**



Press **finish**



You have now **checked in** for your appointment

You will see information about your appointment on the screen



You can now sit and wait in the clinic reception area



It's ok if you don't want to use the appointment check-in station



You can also check-in for your outpatient appointment at the **clinic reception desk**

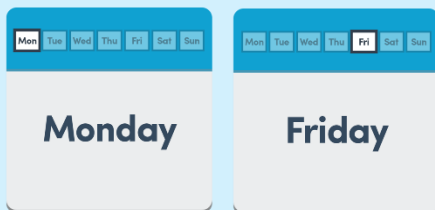


If you or your carer need help while you are in the hospital you can call the **Learning Disability Liaison Nurse** on

020 72 88 53 58

or

07876 14 52 98



The Learning Disability Liaison Nurse at The Whittington Hospital works

Monday to Friday

8.30am to 4.30pm



Information for people with

- a learning disability
- autism
- autism and a learning disability
- and carers and relatives

can be found on the Trust website at whittington.nhs.uk/default.asp?c=38579

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