

How to... make an appointment online

NB: Before you can book an appointment, you must register online and await written notification from the surgery. (See "How to... register for online appointments")



From the Chawton Park Surgery homepage, click the "Log in" button.

You will be presented with the log-in page for on-line appointments.

Chawton Park Surgery

Username:

Password:

Enter the username and password (as sent to you in the registration letter), and click the "Login" button. You are then presented with the welcome page...

Sep 8

Chawton Park Surgery

Welcome Mr Joe Bloggs

You last successfully signed on 3 days ago.

Appointments

You have no appointments booked, do you want to [book an appointment now?](#)

Your Details

User name	1234567
NHS number	1234567890
Name	Mr Joe Bloggs
Address	1 Two Three St, Alton, Hants
e-mail	j.bloggs@myfirm.co.uk

What you can do

- [Book new appointment](#)
- [Change my details](#)
- [Change my password](#)
- [Logout](#)

NHS Links

- [NHS Direct](#)
- [Search for Local Services](#)
- [Self-Help Guide](#)
- [Common Health Questions](#)
- [Encyclopaedia](#)

If you are ready to book an appointment, click on...

either... "...want to [book an appointment now?](#)" in the central section

or... "[Book new appointment](#)" at top right

Initially, the system will make default assumptions about the date you require, and which doctor you wish to see, but you can change these and see the new results.

The options for the dropdown box selections are...

<u>Date</u>	<u>Clinician</u>
Today or tomorrow	Any doctor Jackie Over
This week	Any female doctor Nicky White
Next week	Any male doctor Sarah Boswood
This month	Matt de Quincey
Next month	Andrew Sword
Any	Emma Bowen-Simpkins
	Matthew Meacher Nisbet
	Terry Cubitt

(Please do not select one of the nurse options, as we are not able to book nursing appointments at this time.)

Sep
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Chawton Park Surgery



Book an Appointment

Find available appointments by choosing the type of clinic you need, when you want to attend and who you would like to see. Then book the appointment that suits you best.

[Go back without making an appointment](#)

Date: Clinician:

Thursday Thu 11 Sep 2008 [Hide 4 appointments](#)

16:15-16:30 with Matthew Meacher Nisbet [Book this](#)

16:45-17:00 with Sarah Boswood [Book this](#)

17:00-17:15 with Sarah Boswood [Book this](#)

17:30-17:45 with Matthew Meacher Nisbet [Book this](#)

Friday Fri 12 Sep 2008 [Show 1 appointment](#)

To book an appointment, click on "[Book this](#)" alongside the preferred time.

A confirmation screen will be returned...

Sep
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Chawton Park Surgery

Book an Appointment

Find available appointments by choosing the type of clinic you need, when you want to attend and who you would like to see. Then book the appointment that suits you best.

[Go back without making an appointment](#)

Date: Clinician:

Thursday Thu 11 Sep 2008 [Hide 2 appointments](#)

16:15-16:30 with Matthew Meacher Nisbet [Book this](#)

17:00-17:15 with Sarah Boswood

Confirm Booking Request

You are booking an appointment at 17:00 on Thursday 11 Sep 2008 for 15 minutes with Sarah Boswood for an Appointment at Main Surgery. Please ensure that these details are correct before completing your booking request.

Reason for the Appointment?

Note that practice staff other than the clinician may read this.

or [Don't book it](#)

Friday Fri 12 Sep 2008 [Show 2 appointments](#)

Click the button "Book this appointment now", and the appointment is confirmed...

Sep
8

Chawton Park Surgery

Welcome Mr Joe Bloggs

You last successfully signed on about 4 hours ago.

Appointments

- Appointment on Thu 11 Sep 2008 at 17:00 with Sarah Boswood at Main Surgery for 15 minutes
[Cancel this](#)