

How to... check in at the surgery

We have installed a new computer check-in system to ease and speed up your arrival. If you have any concerns whatsoever about using the system, just report to the Reception desk as usual, but it really is very simple to use!

As you enter the surgery and walk towards Reception, you will see a small screen on the wall on the left near the dispensary.



Touch the "Begin" button with your finger.

The screen will now ask a couple of questions in order to establish who you are.



Touch the button for your gender - Female or Male

The screen will then ask about your birthday...



Touch the button for the month of your birthday



Then the day of your birthday



This should be enough to identify you, and the screen will now tell you when it thinks your appointment is...

If it is correct, touch the YES button.

If it is wrong, touch the NO button and go to the Reception desk to check in.



If all is well, the screen will confirm the appointment and will let you know if the doctor is running on time or if there may be a delay.

Touch the OK button to clear the screen, then please take a seat.

The doctor will call you when ready.



If you have ANY problems at all with the check-in system, please ask for assistance at the Reception desk.