**APPOINTMENT SCHEDULE**

**Purpose**: Consider how access to family planning services is shaped by the number of appointments available for family planning services within a given health center setting.

**Instructions**: Complete a separate table for each day of the week that services are available [circle the day of the week in space provided below]. In the table provided below in the first row please list the types of appointments available for the given day [example: Title X MD, Title X RN, WIC, STD/TB, FP Initial, FP Annual, Immunization etc.]. For each type of appointment, please list, the average number of appointments available on the schedule template for that visit type by hour of the day in the space provided.

**Site Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Day (Circle):** Monday Tuesday Wednesday Thursday Friday Saturday

**Summary Of Patient Appointments Available by Day Per Hour**

|  |  |  |
| --- | --- | --- |
| **TIME** | **APPOINTMENT TYPE** [example: FP – Clinician, FP-RN, WIC, STD/TB Immunization etc.] | **TOTAL** |
|  | **FP Clinician** | **FP -Nurse** | **WIC** | **Immun** | **STD/TB** |  |  |
| **7:00 AM****7:59 AM** |  |  |  |  |  |  |  |
| **8:00 AM****8:59AM** |  |  |  |  |  |  |  |
| **9:00 AM****9:59 AM** |  |  |  |  |  |  |  |
| **10:00 AM****10:59 AM** |  |  |  |  |  |  |  |
| **11:00 AM****11:59 AM** |  |  |  |  |  |  |  |
| **12:00 PM****12:59 PM** |  |  |  |  |  |  |  |
| **1:00 PM****1:59 PM** |  |  |  |  |  |  |  |
| **2:00 PM****2:59 PM** |  |  |  |  |  |  |  |
| **3:00 PM****3:59 PM** |  |  |  |  |  |  |  |
| **4:00 PM****4:59 PM** |  |  |  |  |  |  |  |
| **5:00 PM****5:59 PM** |  |  |  |  |  |  |  |
| **6:00 PM****6:59 PM** |  |  |  |  |  |  |  |
| **7:00 PM****7:59 PM** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
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