

SOCIAL SKILLS OUTSIDE PRACTICE RECORD

Making a Doctor's Appointment on the Phone

The steps are:

1. Identify yourself or give your name.
 2. Tell the person that you would like to make an appointment to see the doctor.
 3. Listen to the person's response. Be ready to provide any information that the person may ask for.
 4. Repeat back the time and date of the appointment given to you and then thank the person for their help.
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Name: _____ Date Assigned: _____

Person Assisting with Outside Practice: _____

Skill Being Practiced: _____

My Plan (brief description of assignment):

Practice Date: _____ Location: _____

Briefly describe what took place:

How effective were you at using the skill during the outside practice? Please check one:

- Not at all effective
- A little effective
- Moderately effective
- Very effective
- Highly effective