MIGRAINE APPOINTMENT BRIEF

Build the baseline

Write facts and sources before filling the main table. Do not guess at missing information.

Project or subject

Date or period

STEP 1 Record when a symptom or concern happened and how you described it.

STEP 2 Write the factual context and the question you want to ask.

STEP 3 Mark the item reviewed only after it was addressed in the appointment.

STEP 4 Which fact or document still needs checking?

MIGRAINE APPOINTMENT BRIEF

Keep a dated record

Record what actually occurred. Reprint this page whenever you need more rows.

Reference period

Review date

OBSERVED DATE AND TIME	SYMPTOM OR QUESTION	PERSON TO DISCUSS WITH	DISCUSSION STATUS	ACTIVITY IMPACT OR SOURCE NOTES

Outstanding question or record to confirm

MIGRAINE APPOINTMENT BRIEF

Make the next step happen

Each useful action has an owner, a date and a result that can be checked.

ACTION 1 Record when a symptom or concern happened and how you described it.

Concrete next action	Owner / due

ACTION 2 Write the factual context and the question you want to ask.

Concrete next action	Owner / due

ACTION 3 Mark the item reviewed only after it was addressed in the appointment.

Concrete next action	Owner / due

IMPORTANT CONTEXT

Do not use this tool to decide treatments. Sudden severe headache or neurological warning signs require urgent medical assessment.

- [ ] Source checked
- [ ] Next action assigned