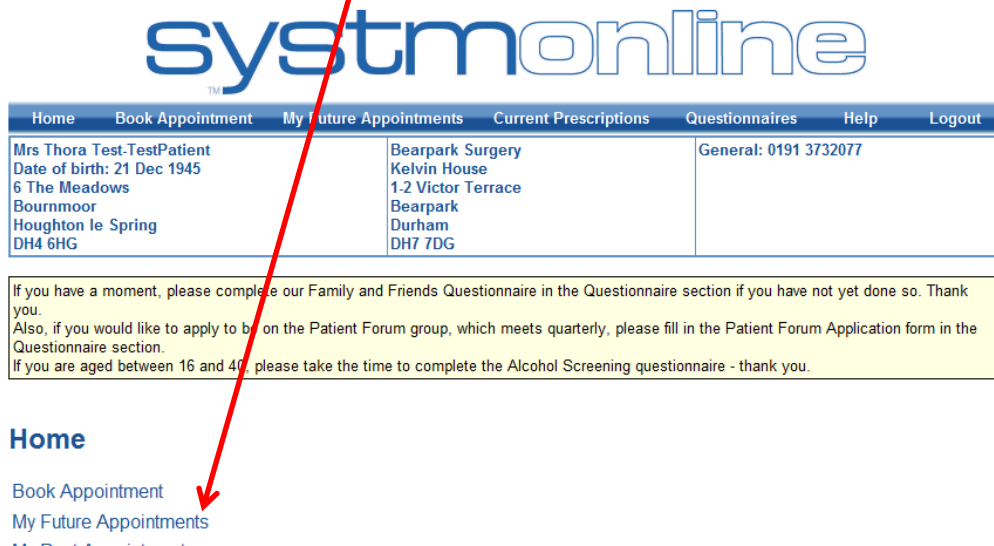


cancelling an Appointment

To cancel an appointment:

1. Click the **My Future Appointments** link on the Home page.



systemonline

Home Book Appointment **My Future Appointments** Current Prescriptions Questionnaires Help Logout

Mrs Thora Test-TestPatient
Date of birth: 21 Dec 1945
6 The Meadows
Bournmoor
Houghton le Spring
DH4 6HG

Bearpark Surgery
Kelvin House
1-2 Victor Terrace
Bearpark
Durham
DH7 7DG

General: 0191 3732077

If you have a moment, please complete our Family and Friends Questionnaire in the Questionnaire section if you have not yet done so. Thank you.
Also, if you would like to apply to join the Patient Forum group, which meets quarterly, please fill in the Patient Forum Application form in the Questionnaire section.
If you are aged between 16 and 40, please take the time to complete the Alcohol Screening questionnaire - thank you.

Home

Book Appointment
My Future Appointments

2. Click the **Cancel** button relating to the appropriate appointment.

My Future Appointments

This is a list of your pending appointments.
To cancel an appointment, click the Cancel Appointment button.

Date	Day	Start Time	End Time	Location	Appointment Type	Clinician	Status	Details	Cancel Appointment
05 Nov 2015	Thursday	13:40	13:50	Bearpark Surgery	Slot	Miss Kathryn L Bennington	Booked	Details	Cancel

Back

3. Check the appointment details and click **Cancel this appointment**.

Are you sure you want to cancel this appointment?

Start Time	End Time	Location	Clinician
05 Nov 2015 13:40	05 Nov 2015 13:50	Bearpark Surgery	Miss Kathryn L Bennington

Cancel this appointment Back

4. To continue without cancelling the appointment, click **Back** or any other menu option; otherwise, click **Close**.