

Medical Care Request Checklist

A general checklist for requesting medical care and documenting the request inside a facility.

This general checklist may help when requesting medical care. Follow your facility's actual sick-call and emergency procedures.

- Submit your request in writing using the facility's process where possible.
 - Describe symptoms clearly, including when they started and how they affect you.
 - Keep a copy and note the date submitted.
 - Record any response, appointment, or denial and its date.
 - For an emergency, use the facility's emergency process immediately.
 - If requests are ignored or delayed, consider the grievance process and keep all records.
-

Important: This is general information only and is not legal advice. It is not guaranteed to be accepted by any court, prison or agency. Always verify the current requirements with the facility, court, official agency, or qualified legal help before relying on it.