

Telehealth Session Checklist

A practical pre-session checklist

Choose your space

- Use a private place where you can speak comfortably.
- If possible, reduce interruptions and let other people know you need privacy.
- Have water, tissues, or anything else that helps you settle in.

Check your technology

- Charge your device or keep it plugged in.
- Use a reliable internet connection and test your camera and microphone.
- Open the secure session link a few minutes early if your clinician has provided one.

Have a backup plan

If video stops working, follow the contact or backup instructions your clinician or practice has provided. Do not send sensitive clinical information through ordinary website forms or unsecured email.

Location matters

Telehealth rules can depend on where you are physically located during the session. Tell your clinician if you are traveling or will be in a different state.

Demo document for the TherapyBuilt sample practice. This is general educational information and is not clinical, legal, or insurance advice.