

QUICK START GUIDE

How to use your BriefMe Power Tools with confidence and clarity

What This Is

The **BriefMe: Appointment Leadership Suite** is a collection of six printable “Power Tools” that help you take control of your medical appointments. Whether you’re preparing for a new visit, advocating for yourself after medical gaslighting, or simply tired of not being heard, these tools exist to support you.

You don’t need to use all six at once. Feel free to start with the one that fits your current need, or work through them in order to lead your appointment like the expert you are.

How to Use the Power Tools

Appointment Planner

Set your top goals for the visit and outline your biggest concerns. Use this to anchor your appointment so the conversation stays focused and productive.

Resume Builder

Summarize your health history, diagnoses, symptoms, treatments, and specialists seen. Bring this when you meet a new provider or need to give context fast.

Story Shaper

Practice describing one of your most important symptoms with clarity and confidence. Use “because” statements to tie your concern to your history.

Agenda Designer

Structure the conversation like a meeting. Use this form during the visit to guide the discussion, take notes, and ensure nothing gets skipped.

Conversation Framer

Use this to script tricky conversations, frame requests, and prepare for moments where you may need to rephrase or redirect the conversation.

Action Tracker

After the appointment, use this to record what happened, what was decided, and what needs follow-up. Don’t rely on memory alone, track it here.

Tips for Success

- Bring a copy (printed or digital) to your visit
- Highlight your top priorities beforehand
- Keep a folder or binder with your completed forms
- If you get flustered, it’s okay, just point to what you’ve written
- Take a deep breath. You’re not “asking for too much.” You’re advocating.

Remember

- You are not a passive patient.
- You are the expert on your body.
- Doctors are your collaborators, not your gatekeepers.
- These tools exist to help you lead the conversation and get the care you deserve.

BRIEFME BONUS POWER TOOL

What to Do When They Still Don't Listen

Stay grounded, protect your clarity, and plan your next step when the conversation doesn't go as planned.

What Just Happened?

(Use this space to write down what felt off about the appointment)

What did the provider say or do that felt dismissive or invalidating?

Did I feel rushed, unheard, or misunderstood?

What did I try saying or asking? Did it help or backfire?

Grounding Reframes to Keep You Centered

(Circle one or more that help)

- ☐ "This is about their behavior, not my worth."
- ☐ "They may be overworked, but I still deserve respect."
- ☐ "My body doesn't stop being real because someone else doesn't understand it."
- ☐ "I've handled worse. I can regroup and try again."
- ☐ "This doesn't define my care, it's just one stop on the path."

Phrases to Use in the Moment

(Try these if you need to redirect a provider)

"I don't feel like I'm being fully heard right now. Can we slow this down?"

"I'd like to make sure I explain this again more clearly."

"I understand your perspective. I still have some unresolved concerns I'd like to share."

"If we're not able to address this today, who else might be the right person to follow up with?"

Follow-Up Options

(Choose what feels right for you)

- ☐ Request your visit notes or After-Visit Summary
- ☐ Send a follow-up message via portal to clarify or restate your concern
- ☐ Request a second opinion or change providers
- ☐ Contact patient relations if harm or dismissal occurred
- ☐ Reflect, regroup, and reframe for your next appointment

What I Want to Remember From This Experience

(This is for you, not the doctor)

What did I learn about how I want to advocate next time?

What do I want to carry forward, and what do I want to leave behind?