

Booking a follow-up appointment

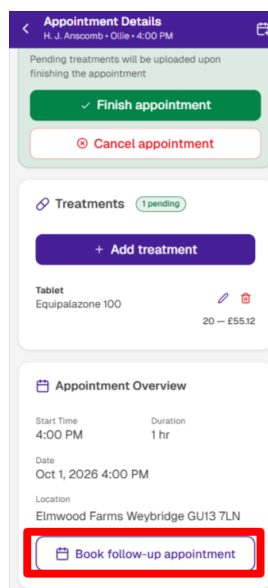
14/10/2026 11:09 am BST

Summary

This page documents how to book a follow-up appointment once all treatments and clinical notes have been added to the appointment.

Details

If the patient requires another appointment, press the 'Book follow-up appointment' button.



The practitioner will default to the one logged into Merlin Mobile, but this can be changed to another practitioner if required.

Now select the reason for the visit and choose the date from the calendar. The date you have selected will show in blue.

Select Practitioner

James Bowman

Reason for Visit

Re-Examination

Select Date

October 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

Choose an appointment duration and select a time, then press Continue. Merlin Mobile only lists times that are free. A slot that already contains an appointment, or a slot marked unavailable in the diary, is left out.

Appointment Duration

15 min
30 min
45 min

1h
1h 30m
2h

Select Time

8:00 AM	8:15 AM	8:30 AM	8:45 AM
9:00 AM	9:15 AM	9:30 AM	9:45 AM
10:00 AM	10:15 AM	10:30 AM	10:45 AM
11:00 AM	11:15 AM	11:30 AM	11:45 AM

Continue >

Select a location from the drop-down. Selecting the client location will use the saved client address from Merlin. Using the patient location will use the Yard details in the Patient Details screen in Merlin. Selecting a custom location will allow the user to free type an address. Free type any notes if relevant and press Review Appointment.

Location

Patient

Elmwood Farms GU13 7LN

Notes (Optional)

Must be JB vet for the re-exam

30/250

Review Appointment >

The final step is to review the follow-up appointment, before finalising by selecting Confirm Booking.

Review Follow-Up Appointment

 Client

H. J. Anscomb

 Patient

Ollie

 Date & Time

Thursday, 8 October 2026
9:00 AM (30 min)

 Surgeon

James Bowman

 Reason

Re-Examination

 Address

Elmwood Farms, GU13 7LN

 Notes

Must be JB vet for the re-exam

✓ Confirm Booking

Cancel

The appointment will now show in the Merlin diary. Note, it has entered the appointment on the correct date, with the correct practitioner, the patient location displays and the appointment note shows.

Diary Mr&Mrs H. J. Anscomb X Ollie X

 Refresh

 New

 Edit

 Delete

 <1

 Today

 1>

 3>

 7>

 14>

 21>

 28>

 View

THURSDAY

Week 942

08/10/2026



Display columns: 9  Day Note Prefer

Day Week Month Availability Practitioners Task Lists Day Notes

James Bowman (James)

Time	Appointment
09:00	Ollie (Equine (Horse), Arab) Anscomb Re-Examination Elmwood Farms GU13 7LN  Must be JB vet for the re-exam

Vet Consults 1

Time	Appointment
08:00	
08:15	
08:30	
08:45	
09:00	
09:15	

Repeat Prescriptions

Appointment

If you are offline, the booking waits at the top of the screen until you are back online. See Working with a poor signal.