

# How to: Book GP appointments on the NHS app

This guide offers step by step instructions on how to book, manage, and cancel appointments on the NHS app. For this activity, you will need to have:

- A device with internet connection
- An NHS login

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- **Open the NHS app on your tablet**
- **Tap 'Continue'**
- **Enter your email and tap 'Continue'**
- **Enter your password and tap 'Continue'**
- **On the app's home screen, look for the 'Appointments' icon at the bottom of the page - tap on this**
- **Tap 'GP surgery appointments'**
- **Tap 'Book an appointment'**
- **Tap to select which type of appointment you need**

- **Scroll up then tap and select:**
  - **Appointment type**
  - **Location**
  - **Practice member (optional)**
- **Scroll further up and you will be shown a selection of appointments to choose from - tap the date and time that works for you from the available options**
- **Review the appointment details and make sure everything is correct - tap in the box to give a reason for this appointment**
- **Tap 'Confirm and book appointment'**
- **To see your booked appointments, press the 'Appointments' icon again**

- You will now see a list of your appointments - tap on an appointment to view details or make changes if needed
- To cancel an appointment, tap on an appointment and look for the 'Cancel Appointment' section - tap on this
- Confirm that you want to cancel your appointment

**Congratulations!**

**You have now successfully booked a GP appointment on the NHS app and can manage these from your device.**

**Remember, take your time to explore the app and just ask if you need any additional assistance!**