Free WhatsApp Appointment Reminder Templates for Clinics

By the ChikuOS team · English · Demo data only · Version 4 Nov 2026 · chikuos.com/tools/whatsapp-reminder-template-maker/

{{1}}, {{2}}, {{3}} are WhatsApp template variables (for example the patient's first name, the clinic name and the visit time). WhatsApp fills them in for each patient when you send. Submit each template to Meta for review before using it with the WhatsApp Business API.

7 reminder templates

1. **Booking confirmed (Utility)**

```
Hello {{1}}, your visit at {{2}} is booked for {{3}}. Reply YES to confirm. To cancel this visit, reply CANCEL.
```

2. **Visit reminder, day before (Utility)**

```
Hello {{1}}, this is a reminder of your appointment at {{2}} tomorrow at {{3}}. If you need to change the time, please reply to this message. Reply STOP if you don't want these reminders.
```

3. **Same-day reminder (Utility)**

```
Hello {{1}}, your visit at {{2}} is today at {{3}}. Reply if you're running late.
```

4. **Reschedule request received** (sent inside the 24-hour window, no template needed)

```
Thanks, {{1}}. Reception will message you with a new time for your visit.
```

5. **Cancellation confirmed (Utility)**

```
Hello {{1}}, your visit at {{2}} on {{3}} is cancelled. To book again, reply to this message.
```

6. **Next session due (Utility, only for a plan the patient already booked)**

```
Hello {{1}}, your next {{2}} session at {{3}} is coming up.
```

7. **Opt-out confirmed (Utility)**

```
You won't get promotional messages from {{1}} on WhatsApp now. Visit updates will continue. Reply STOP ALL to stop everything.
```

Before you send

1. Only message patients who agreed to get WhatsApp messages from your clinic, and honour every request to stop.
2. Keep reminders to the clinic, date and time. Leave out test results, diagnoses and the reason for the visit.
3. Keep offers out of reminders. Meta treats a template that mixes a reminder with a promotion as marketing.

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