**Standard Clinical Workflow**

**Before getting patient**

1. Load appropriate Encounter Plans
2. Load HPI template: Disease Management and Wellness Visit pull forward previous visit. Do not update.
3. Load needed QM orders: Pedi Vaccines and Pneumo need nursing review. Do not need to load labs except – Hep C, Chlamydia and PAP (if needed).

**Get patient**

1. Confirm date of birth
2. Obtain weight
3. Obtain height for all pedi visits and wellness visits
4. Confirm/update reason for visit
5. Confirm patient preferences: Lab, Pharmacy, Care team.
6. Review patient allergies
7. Perform Med Reconciliation – queue refills if needed
8. Queue refills for 1 year for wellness visits.
9. Confirm alcohol and tobacco use in Social History
10. Review entire Social History for wellness visits
11. Enter screening data for wellness visits: PHQ9, SWYCC, PSC, ACT
12. Enter information in HPI for sick visits.
13. Complete Functional Status for medicare wellness visit and mark Falls Risk completed in QM
14. Complete vitals: BP, pulse, CO Monitor, vision & hearing for pedi wellness
15. Administer vaccines
16. Bill