COVID-19 SCREENING – QUICK TIPS

✓ **Ensure you are choosing the correct patient encounter**

- **Choosing the correct encounter is essential. Please review the QRG titled "Searching for a Single Patient Record" for steps on how to search for and select the correct healthcare encounter after selecting the correct patient**

- **If the correct encounter is not found or if you are unsure about whether or not an encounter is correct do not proceed with electronic screening. Reach out to your manager/supervisor for direction**

✓ **Access the form from the COVID-19 Assessment page**

- **Accessing from the COVID-19 page will allow you to review any previous information documented**

✓ **Complete the form when required using the correct section**

- **Make sure you are completing the correct section of the form at the correct time. The form has 4 sections:**
  1. **24-72 hours Prior to Procedure**
  2. **Day of Procedure**
  3. **Physician Screening**
  4. **Final Procedure Team Assessment**
- **If your area does not require physician screening and a final team assessment leave these blank**

✓ **Make sure to sign the form when completed**

- **When the appropriate section of the form is completed use the green checkmark to sign the form**

Contact the Service Desk 24/7 at local 18777 for PowerChart support
Contact your program leadership for any other questions or concerns