

## Point-of-Care Encounter Checklist

Patient Name \_\_\_\_\_

Date \_\_\_\_\_

### Check-in Process

- Copy Insurance & State ID Card
- Verify patient demographics
- Obtain patient's PCP or referring Physician's information
- Ask patient to fill out Self Screening Questionnaire

### Encounter

- Ensure that patient is a candidate for testing
- Record test information (manufacturer, lot)
- Upon a positive result, furnish appropriate medication per protocol
- Provide patient counseling

### Documentation

- Document test result
- Document the encounter details in PrescribeCare
- Fill out and fax the Physician Notification form
- Document medication furnished (if applicable)
- Set up and document planned patient follow-up