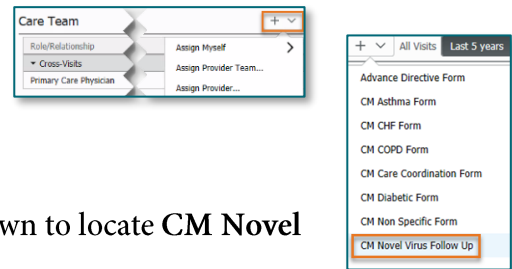


During COVID screenings and assessments, staff have the ability to place Care Management Follow Up orders. These orders populate a report generated to Beacon staff. Clinical Review Associates create a FIN and assign to a Care Manager to perform outreach.

Accessing the Form

Staff will open the patient's chart from the Schedule Book and add themselves to the Care Team as needed.



Completing the Form

STEP 1: Navigate to the CM Forms section and click the drop-down to locate **CM Novel Virus Follow Up** form.

STEP 2: Enter the date and details in the **Further History** window.

- It is important to enter a date for this information as it will copy forward. Most recent notes are to be entered on top of the previous data.

STEP 3: Select **CM Intensity of Need** and complete the **Care Management Activities** section.

STEP 4: Sign the form by clicking the green checkmark in the top left of the screen.

NOTE: The **Medications at Home** section is available for use as needed, but not required for every contact. Additional outreach calls will be entered in the **Schedule Book** according to the algorithms provided by management.

