

# Epic

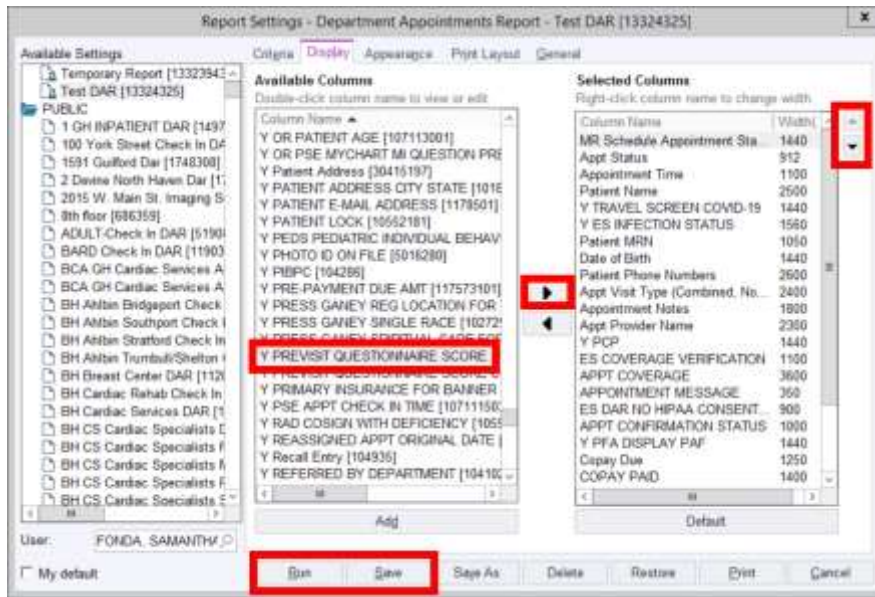
## Pre-Visit Screening for Covid-19

There is a need for pre-visit Covid-19 screening to identify and separate COVID patients from others to protect staff and patients. For areas completing pre-visit screenings in Epic for Covid, please follow the steps below. The Pre-Visit Screening can also be completed by the patient via MyChart.

### Front Desk Staff:

## Add the Pre-Visit Screening Column to the Department Appointment Report

1. From the **Department Appointment Report (DAR)** click **settings**.
2. Click the **Display** tab.
3. Locate the column named in the available columns **“Y PREVISIT QUESTIONNAIRE SCORE”** and click the **right arrow** to add it to the selected columns area.



4. Use the **up and down arrows** to relocate the column to a desired position in your DAR.
5. Click **Save**, then click **Run**.
6. The DAR will now show a **dot** according to the completion status of the pre-visit screening and the response documented.

### Department Appointments Report: Test DAR

Refresh Settings Appt Desk Walk In Sign In Check In

1 Full Appointment List 2 Appointment Totals

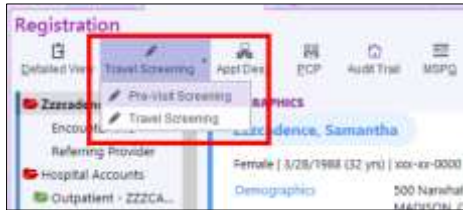
From: 5/30/2020 To: 5/30/2020

COVID Screening	Status	Status	Appt Time	Patient
○	Scheduled	Sch	9:00 AM	Zzcadence, Samantha
●	Scheduled	Sch	9:30 AM	Zzcadence, Samantha
●	Scheduled	Sch	10:00 AM	Zzcadence, Samantha
●	Scheduled	Sch	11:00 AM	Zzbeacon, Warthog

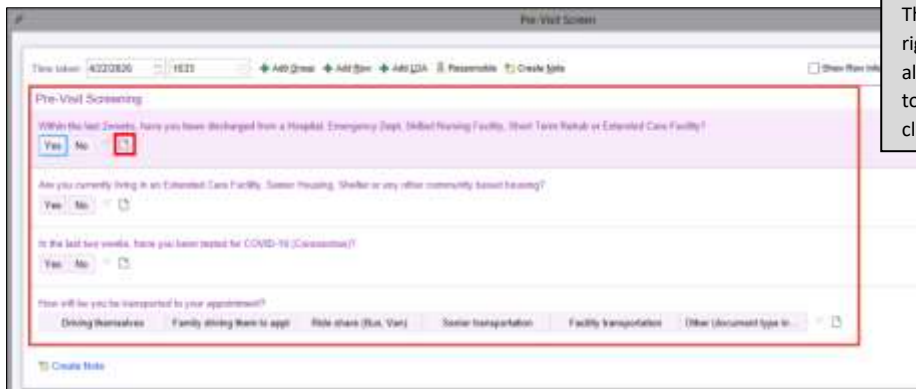
- = Screening is Positive
- = Screening is Negative
- = Screening has not been completed

## Completing the Pre-Visit Screening during Scheduling or Pre-Registration

1. Complete the Pre-Visit Screening during the **scheduling** or **pre-registration** processes.
2. From the patient's **registration** screen, click the **Travel Screening** button and select **Pre-Visit Screening**.



3. Ask the patient the questions listed and document responses by clicking the appropriate buttons in the questionnaire.
4. Click **Accept** when complete.

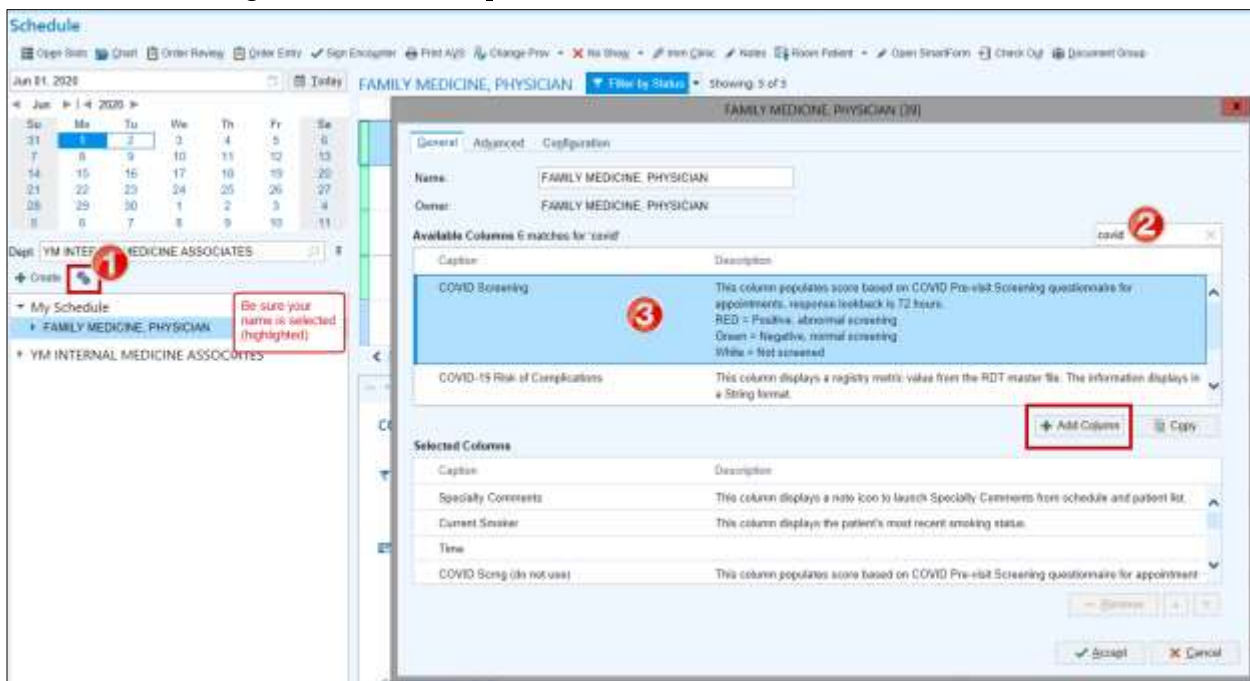


### Clinical Support Staff:

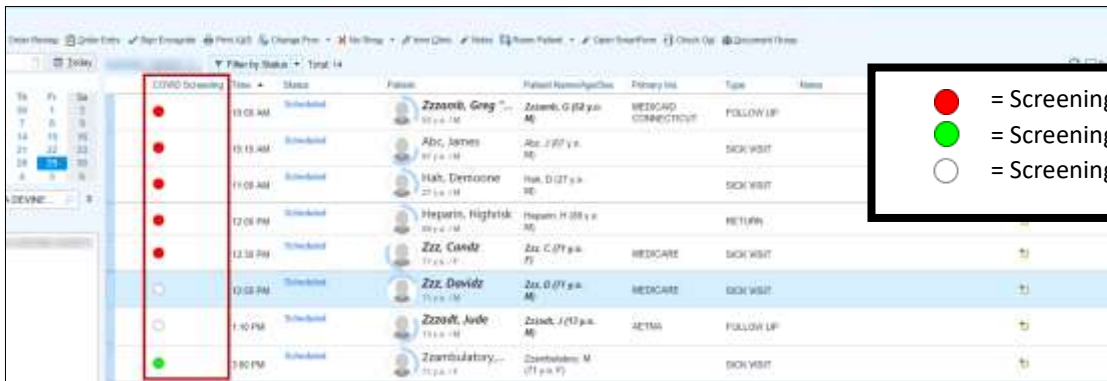
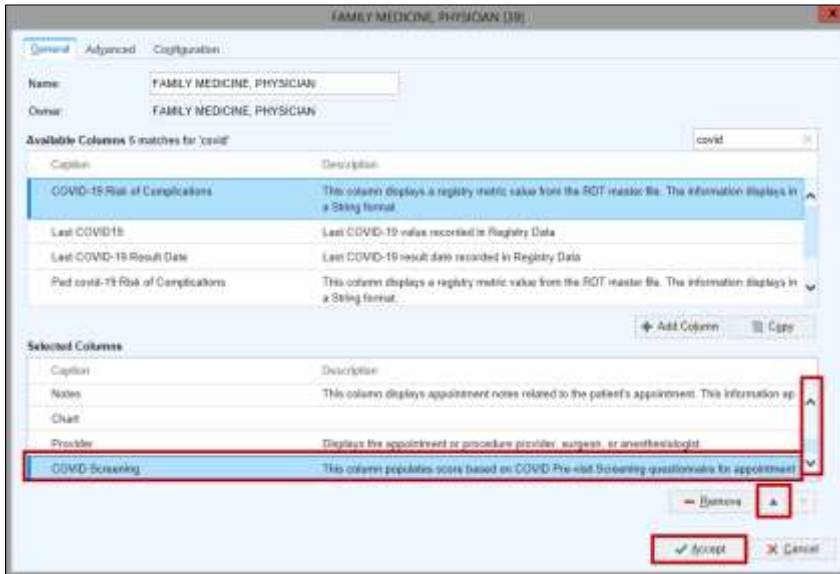
Add the COVID Screening column to your Multi-Provider Schedule to quickly see if the patient had a Pre-Visit screening completed within the last 72 hours. Complete the Pre-Visit Screening from within a Telephone Encounter.

## Add the COVID Screening Column to the Multi-Provider Schedule

1. Click the **Properties** button.
2. In the **Search** window, type 'covid' and press **Enter**.
3. Select **COVID Screening** and click the **Add Column** button.



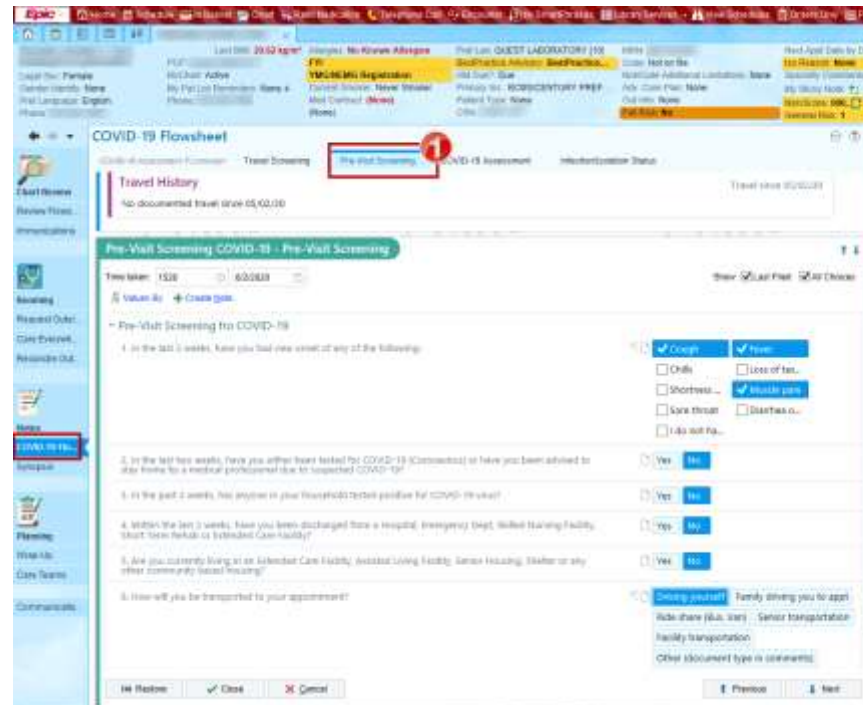
- Use the scroll bar (under **Selected Columns**) to scroll down to the bottom of the list and select **COVID Screening**. Use the **up arrow** to move the column to where you want it to appear on your schedule. Click **Accept**.



● = Screening is Positive  
● = Screening is Negative  
○ = Screening has not been completed

## Complete the Pre-Visit Screening from within a Telephone Encounter

- From the **COVID-19 Flowsheet** Activity, click the **Pre-Visit Screening** tab.
- Use the speed buttons to complete the questions.



**Q:** What does Screening is Positive mean?  
**A:** If the patient answers **Yes** to any symptom (even just one symptom) or the patient answers **Yes** to questions 2-5 (even just one question), Screening will be Positive and a ● will appear on the Schedule.

**Q:** What does Screening is Negative mean?  
**A:** If the patient answers **I do not have any of these symptoms** and answers **No** to questions 2-5, Screening will be Negative and a ● will appear on the Schedule.

**Q:** What does Screening has not been completed mean?  
**A:** The patient has not been screened. A ○ will appear on the schedule.

Use **.PRECOVID19SCREEN** system SmartPhrase to pull the Pre-Visit screening information into a note.