

## This Quick Reference Guide (QRG) reviews scheduling a GetWell Loop manually.

GetWell Loop allows care teams to engage with patients across their care journey through automated virtual check-ins. By sending the right information at the right time, patients who need help can be immediately identified. Patients will utilize the GetWell Loop from the patient portal.

## Schedule GetWell Loop Manually

- > From the GetWell Loop MPage of the patient's chart:
- STEP 1: Click Schedule Loop
- STEP 2: Click Next
- **<u>STEP 3</u>**: Click the **Visit ID** field; then enter the patient's FIN.
- **<u>STEP 4</u>**: Click the **Provider** drop-down arrow; then select the appropriate provider.
- **<u>STEP 5</u>**: Click the **Care Plan** drop-down arrow; then select the appropriate care plan.
- **<u>STEP 6</u>**: Click the **Calendar** icon; then select the appropriate date.
- STEP 7: Click Submit

For questions regarding process and/or policies, please contact your unit's Clinical Educator or Clinical Informaticist. For any other questions please contact the Customer Support Center at: 207-973-7728 or 1-888-827-7728.