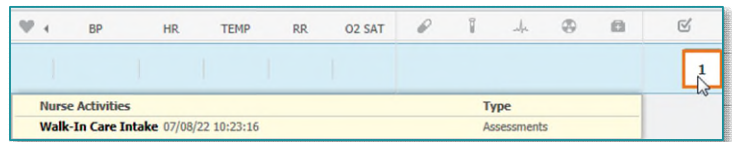


The Walk-In Care Intake process consists of the use of WIC LaunchPoint and the WIC Nurse MPage, which will consolidate documentation required during the intake and discharge process.

WIC LaunchPoint

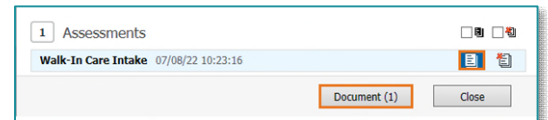
➤ Who documents in the Walk-In Care Intake?

- All Nurses, LPNs, and MA's responsible for the intake of a patient will access the Walk-In Care Intake through **Nurse Activities** on **WIC LaunchPoint**.



➤ Walk-In Care Intake Workflow

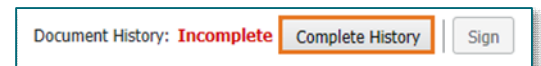
- Upon patient arrival, clinical staff will navigate to **Nurse Activities**.
- Click the **Walk-In Care Intake** form and select **Document**.
- Review and document the sections within the intake so the information is available to the provider.
- **Sign** the form when completed.
- Click **Open Patient Chart** from **Nurse Activities** to navigate to the **WIC Nurse MPage**.



WIC Nurse MPage

The WIC Nurse MPage is used to streamline documentation as part of the **intake** and **discharge** process for Walk-In Care patients.

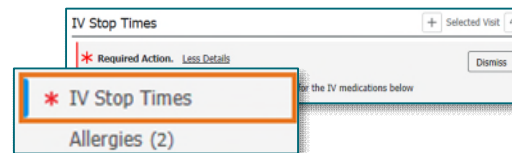
- Click **Complete History** to review the patient's **Home Medications**.
- Review the **Allergies** component.
 - Click **Complete Reconciliation** after documenting/reviewing the patient's allergies.



WIC Nurse MPage Discharge Process

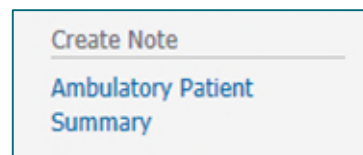
➤ IV Stop Times

- Complete **IV Stop Times** upon patient discharge (if applicable to your practice).



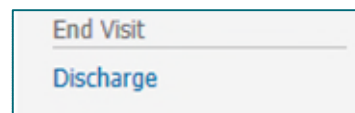
➤ Print Ambulatory Patient Summary

- Print the **Ambulatory Patient Summary** if the providers in your area do not.



➤ Discharge Patient

- Upon completion of the patient's visit, click **Discharge**, located under **End Visit**.



NOTE: To discharge an encounter, Front Office staff can right-click in the patient row on the WIC LaunchPoint.

NOTE: Never backdate a discharge date and time. This will affect pending imaging and laboratory results in Results Callback.