# bhworks

# Sample Workflow

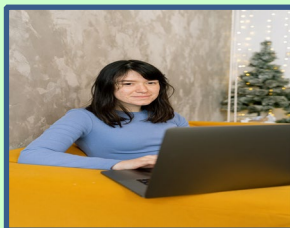## 1. Set Up



- Staff views a list of appointments

- Staff logs into bhworks to create patient(s) and assign PROMs

- Staff checks in patient and retrieves patient in bhworks

- Staff clicks Screen Patient then clicks Start Screen

- Staff hands over the laptop/tablet to patient

## 2. Screen



- Patient answers the questions on the screening and clicks "Submit" button

- Answers are submitted and the patient is logged out

- Patient returns laptop/tablet to staff

## 3. Review



- Staff logs into bhworks

- Retrieves (searches for) patient

- Clicks "View Results"

- *Prints Results or Uploads to Electronic Medical Record (EMR)*

- Provider reviews results and discusses with patient

## 4. Document & Refer



- Provider selects billing procedures

- Provider selects referral status

- Provider electronically signs the report

- Provider refers patient as necessary

- *Prints Results, Uploads to EMR, and/or Copies Scores to EMR Note*

# bhworks

## Sample Workflow

**Screening Workflow Details…**

1. View a list of scheduled patient visits (few days before)
2. Create each patient in bhworks
3. Assign assessments to patient, select the 'send link to' option and enter patient's email address
4. Patient receives an email with a link to complete assessments prior to their appointment
5. Patient completes and submits assessments
6. Staff may view or print the report and add report into patient chart
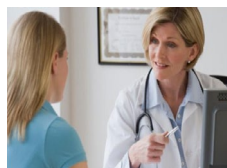7. Provider reviews results with patient during scheduled appointment
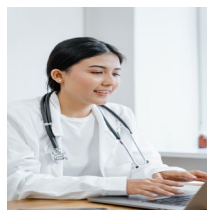


Staff Creates Patient, Assigns Assessments, and Emails Link to Assessments to Patient
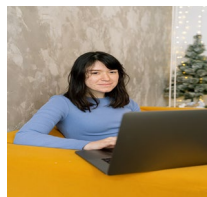


Patient Receives Email with Link to Assessments and Completes Assessments Prior to Appointment
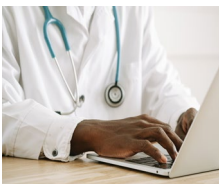


Clinical Staff May Print and Add the Report to Patient Chart



Doctor Reviews Report with Patient During Appointment