

Chapter 16 Assignment - INSTRUCTIONS

Based on 16-5 “Scheduling Outpatient Surgical Appointments” found on page 229 of Workbook or page 340 of Textbook.

WHO IS THE PATIENT? – **PATIENT 1** that you created in Practice Fusion

SURGEON – YOU! – or the name of the doctor in your practice that you created

PROCEDURE – excision of bilateral cataracts without insertion of intraocular lens

REASON (DX): - cortical age-related, bilateral cataracts

SPECIAL EQUIPMENT NEEDED?: surgical microscope

Estimated time in OR: - 1 hour

Surgical Assistant being used? NO

Anesthesia: General anesthesia with Dr. Miller as attending anesthesiologist.

Preferred date of surgery: April 10th First surgery of the day

PATIENT COMMUNICATION

What time does patient need to show up on day?

Any special instructions for patient BEFORE surgery? (look this up)

LIST: WHO would you need to communicate with/call to get this done?

WHAT DO YOU NEED TO DO?

1. Create a document which lists **all of the information you would need** to call the surgical facility (or other people involved) and schedule this. – I have not given you ALL the details in the list above so think about what the facility or other person will ask for
2. **CODE the PROCEDURE AND THE DIAGNOSIS!!** Put the codes next to the information
3. **LIST WHO** would you need to communicate with or call to get this done?
4. **Write a general information page to give to the PATIENT** giving him confirmation of what, when, why and what he/she needs to do. (same document, just separate page and make a nice header for him/her with office logo)

5. If you can get in to **PRACTICE FUSION** – Schedule this surgery for the patient in the appointment book because you need to block time so that no other patient is seen by the doctor during that time because he will be in the OR. **Take a SCREENSHOT** of the appointment after making it. Put it at the end of your assignment document.

If you CANNOT get in to practice fusion, I need a screenshot to prove that.

UPLOAD the one document to the DROPBOX – this document will be a PDF and will have several pages

- All patient and surgery information needed to schedule this
- Codes at the end of the procedure and diagnosis
- General information/confirmation for patient for the surgery
- Screenshot of EHR screen showing blocked time for surgery for patient

By the due date given in calendar.

40 points total