How to Complete a Start Check

This outline will guide the user through how to obtain instructor approval before beginning a procedure (also known as the Start Check).

The Topics covered in this outline are:
- Completing the Start Check with a Planned Appointment.
- Completing the Start Check without a Planned Appointment.

Completing the Start Check with Planned Treatments:
*Note that Faculty instruction is noted in blue

- A patient has arrived for their scheduled visit with a Student Provider
- The Provider’s Name has a red background on the bottom left corner of the Status Bar
- This Indicates to the Provider that the patient has arrived
- Seat the patient

- Student will click on the red indicator
- The Appointment Start Check Window comes up
- The treatments that need to performed in this appointment will display on the right side
- *Faculty will click Approve button and swipe their approval to Complete the Start Check Process
• The Provider name in the bottom left corner of the Status Bar will display with a green background to indicate the Start Check is complete.

**Yellow Provider Name** – This will occur when a Provider is working on an existing appointment and the appointment following the current appointment requires a Start Check. When the Provider Name is Yellow in the bottom left corner of the Status Bar, a Start check may not be possible to perform immediately. The current patient will need to be checked out.

**Completing a Start Check without a Planned Appointment** – If the appointment does not have a Planned Treatment (Such as an Emergency appointment), the Start Check will work similarly to a Planned Appointment Start Check Process. The only difference is that there will be no Appointment Treatments on the right side of the Appointment Treatment Window. Faculty will still approve the Start Check and the Provider can carry on.