

Patient Information – Practice Session

Note: *Keep in mind, the data is to be entered in your live database. Reminders to consult with an admin are included within the practice session wherever applicable. After the exercises have been completed, please refer to the **End of Practice Session checklist** to ensure practice data is separated or removed from your live database.*

This session is best for one trainee. If multiple trainees require practice, have each trainee replace the names and other personal information in the exercises using their favorite rock star/actor/sports star.

1. Create New Patient

Basic Info: Janet Martinez Female Preferred: Jane Birthdate: 04/16/83
 2399 Center Avenue, Wessington Springs, SD 57382 jmartinez@telus.com
 H: 559-486-1240 W: 685-986-6542 M: 605-751-7684

Medical Alerts: “Penicillin Allergy” and “Pre-medicate need” with note “amoxicillin one hour before dental treatment”

Preferences: Preferred Contact Method: Text
 Appointment Day/Time: Any/Early and Late Afternoon

Referrals: None

Notes: Overview: “works next door”
 Ledger: “Statements to be emailed to Jane Dodd
 Prescriptions: “Pharmacy – 4526 Grand Ave, Wessington Springs”

Recare: PANOREX and BITEWINGS

Entering New Member to Current Family (child):

James Quinn
 Male: BD: 06/23/2007

2. Patient Forms – If enabled

Janet Martinez	<ul style="list-style-type: none"> a. Request Patient Forms – Copy Link b. Fill and complete Janet’s Patient Demographic Form c. Edit Janet’s Patient Demographic Form d. View Previous and Current versions of the form
James Quinn	<ul style="list-style-type: none"> a. Request Patient Forms – Click here to access forms b. Fill and complete James’ Medical History form

3. Document Manager

If Patient Forms are Enabled

- a. View completed patient form for Janet.
- b. Print (to PDF) Janet’s most recent Patient Demographic form

If Patient Forms are Disabled

- a. Upload a document
- b. Tag the uploaded document

Note: *Consult with admin before creating a new tag.*

4. Create New Household

Frederic Anderson: Male Birthdate: June 21, 1964 Preferred Name: Fred Primary Guarantor
Smoker, Sores/Ulcers in the mouth
Rx provided by Dentist: Smoking Cessation Agent
Drug Name: Chantix (nicotine agonist)
Sig: Disp. 1 therapy pack 2 maintenance packs
Disp: 1 Unit: Packs
Generic substitution permitted

Sarah Anderson: Recare: SCREENING and PERIO
Female Birthdate: July 21, 1966 Primary Contact
Has asthma – permanent

Taylor Anderson: Recare: SCREENING and PERIO
Female Birthdate: September 19, 1998
Recare: PANOREX and PROPHY

Address: 3113 Pooz Street, New Brunswick, NJ 08901
H: 732-227-9469

Referrals: Referred by Jane Quinn

Patient Photos: Upload/Take photos of each family member

End of Practice Session checklist:

- Update test patient statuses to Inactive Status
- Change patient name to indicate they are a test patient (ex. Janet Test)