



Curbside Visits for the office Instructions

- 1. Patient comes in the office to pick up the iPad**
- 2. Ask for the patients Identification card**
- 3. Fill out the sign in sheet for iPad**
 - A. Patients last name**
 - B. Patients ID Number**
 - C. Name of the provider the patient is seeing**
 - D. Appointment time**
 - E. Brief Description of the patients car(color, make or model)**
- 4. Make sure you let the patient know to park down by the pink Telehealth parking signs.**
- 5. Log the patient into the iPad using their PSGC Patient ID number and Date of birth (write down this information on a sticky note for the patient and give to the patient in case of disconnect).**
- 6. Instruct the patient to bring the iPad in once the visit is complete or if they get disconnected from the visit.**
- 7. Once the iPad is returned please check the iPad returned box on the sign in sheet**