

# Week One: Initial Evaluation

NAME: \_\_\_\_\_

(First name, first initial of last name ONLY)

Monday – Week 1	Tuesday - Week 1	Wednesday – Week 1	Thursday - Week 1	Friday – Week 1	
0630 <i>Travel to SAMMC</i>	<i>Travel to SAMMC for scheduled appts</i>	0630 <i>Travel to SAMMC</i>	<i>Travel to SAMMC for appts/classes as needed</i>	<b>Check in for Mental Health Appt @ WHMC 9<sup>th</sup> floor D-wing</b> Provider: _____ Time: _____	
<b>0700</b> Desk check in <b>0700- 0830</b> Lab Collection, PPD Please wait in Rm 715-22 until called for labs/appts		<b>0800-0900</b> PPD read			
<b>0900-1000 **Orientation</b> Conference Room (714-1)			<b>0930 Research Briefing</b> CRC: _____		
<b>1030-1130</b> <b>Intake Interview</b> Walter Mika, RN, MSN, CHN		<b>0930-1100</b> <b>Support Group</b> Conference Room (714-1)			
<b>1200 – 1300: Lunch ( on your own) – Hospital Cafeteria is on L level</b>					
<b><u>MANDATORY !!!</u></b>  Check in with WHMC Patient Squadron (Rm 1T08) with orders to ensure TDY reimbursement		<b>1330 - 1500</b> HIV Basics Judy Delmar MD Staff Rm _____	<b>1330-1600</b>  Safer Sex  Walter Mika, RN, MSN Rm _____	<b>1400 hrs:</b> Appt with MEB @ WHMC (BE10 lower level)  (Take outpatient records if you have them)	
	<b>Chest X-Ray: anytime this week</b> <b>(Radiology Dept: first floor, Medical Mall area)</b>				
	<table border="1" style="margin: auto;"> <tr> <td><b>Mandatory classes or activities</b></td> </tr> <tr> <td><b>Optional or only for research protocol</b></td> </tr> </table>				<b>Mandatory classes or activities</b>
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<b>Initial Intake Interview:</b> RN, MSN. _____	Date: _____	Time: _____	Rm: _____
<b>History &amp; Physical:</b> MD: _____	Date: _____	Time: _____	Rm: _____
<b>MD Lab Review:</b> MD: _____	Date: _____	Time: _____	Rm: _____

MDs

CLINICAL RESEARCH COORDINATORS

APPOINTMENT COORDINATOR

# Week Two: Initial Evaluation

NAME: \_\_\_\_\_

(First name, first initial of last name ONLY)

Monday - <u>Week 2</u>	Tuesday - <u>Week 2</u>	Wednesday - <u>Week 2</u>	<table border="1"> <tr> <td data-bbox="1346 207 1919 253"><b>Mandatory activities or classes</b></td> </tr> <tr> <td data-bbox="1346 253 1919 305"><b>Optional or only for research protocols</b></td> </tr> <tr> <td data-bbox="1346 305 1919 1091"> <p style="text-align: center;"><b>We appreciate your feedback!</b> Please take a few moments to fill out our Program Survey.</p> <p style="text-align: center;"><i>Completed surveys may be placed in the HJF Survey box by window in 7 East Clinic Waiting Room (715-22).</i></p> </td> </tr> </table>	<b>Mandatory activities or classes</b>	<b>Optional or only for research protocols</b>	<p style="text-align: center;"><b>We appreciate your feedback!</b> Please take a few moments to fill out our Program Survey.</p> <p style="text-align: center;"><i>Completed surveys may be placed in the HJF Survey box by window in 7 East Clinic Waiting Room (715-22).</i></p>
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<p>0630 <i>Travel to SAMMC</i></p> <hr/> <p><b>0700 Please wait in 715-22 until called for labs/appts</b> <b>0700-0830 Lab Collection, (anergy panels if consenting)</b></p> <hr/> <p><b>0900-1000 Orientation</b> Conference Room (714-1)</p> <hr/> <p><b>1000-1030</b> <b>CDC Form Completion</b> Walter Mika, RN, MSN, CHN</p>	<p><i>Travel to SAMMC for appts/classes</i></p>	<p><i>Travel to SAMMC if appts/classes</i></p> <hr/> <p><b>0800-0900 Anergy panels read (if placed)</b></p> <hr/> <p><b>Immunizations: ID clinic personnel, front desk</b></p> <hr/> <p><b>0930-1100 Support Group</b> Conference Room (714-1)</p>				
<p><b>Lunch ( on your own) – Hospital Cafeteria is on L level</b></p>						
	<p><b>1330-1445 Treatment Science</b> Conference Room (714-1)</p> <hr/> <p><b>1500-1630 Prevention Class</b> Conference Room (714-1)</p>	<p><b><u>Don't Forget!</u></b> <b>Check out &amp; Schedule next appt @ Front Desk (information given to WHMC Patient Squadron to allow TDY reimbursement)</b></p>				

<b>Community Health Interview:</b>	RN, MSN _____	Date: _____	Time: _____	Rm: _____
<b>Final Lab / Narrative Review:</b>	MD: _____	Date: _____	Time: _____	Rm: _____

<b>Research Interview:</b>	CRC: _____	Date: _____	Time: _____	Rm: _____
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