

Go with the Flow—Sheet!



Our Mission: To protect and improve the health and environment of all Kansans.

Go with the Flow—Sheet!

The screenshot displays a web-based application window titled "Client Services .NET - 1.2.42.123 - Butler County WIC Clinic". The main navigation bar includes "Find Client", "Appointment Book", and "Monalisa M Schreffler Group".

Client Information:
Monalisa M Schreffler
10358661 Gender Female
DOB 03/26/1994, 20 Years
WIC Active PG
Cert. Period 06/17/2014 to 12/31/2014
Priority 1
Due Date 11/01/2014

Flowsheet Summary:
Monalisa M Schreffler
DOB 03/26/1994
WIC Category PG
Elig. End 12/31/2014

Month	Activity
June, 2014	New Certification
July, 2014	
August, 2014	Nutrition Ed +
September, 2014	
October, 2014	Nutrition Ed Individua
November, 2014	Recertification
December, 2014	
January, 2015	
February, 2015	

Buttons: Add, Save, Cancel

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Why Use the Flowsheet?

1. Plan of care
2. Coordinate Family Appointments
3. Schedule needed visits for:
 - Nutrition Education or Follow Up Checks
 - Mid-Certification/Recertification Appointments
4. Document plan required by Federal/State policy

Certification Time Frames

- **Pregnant Women: Until delivery**
- **Breastfeeding Women: Up to the baby's first birthday**
- **Non-breastfeeding postpartum women: Until the baby is six months old**
- **Infants: Up to the infant's first birthday**
- **Children 1-5 years: One year certification**

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Flowsheet Choices

DOB 03/26/1994, 20 Years Priority 1

Flowsheet Notices
Monalisa M Monalisa M

Monalisa
DOB 03/26/1994
WIC Category PG
Elig. End 12/31/2014

June, 2014	New Certification
July, 2014	Breastfeeding Peer Counselor Check Pickup
August, 2014	Class
September, 2014	Complete Certification Follow Up
October, 2014	High Risk (RD) Mid-Certification
November, 2014	New Certification
December, 2014	none Nutrition Ed +
January, 2015	Nutrition Ed Individual Presume Eligible
February, 2015	Recertification Transfer from In State Transfer from Out of State Transfer Out Second Contact

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How to best set up a Flowsheet

- ✓ **Certify the client**
- ✓ **When is the next recertification appointment?**
- ✓ **When is the next midcertification appointment?**
- ✓ **What type of nutrition education do they need?**
- ✓ **When is the nutrition education available?**
- ✓ **What type of appointment is needed besides nutrition education?**
- ✓ **Does this flowsheet need to coordinate with other family member WIC visits?**

Example 1

The screenshot shows a software window titled "Client Services .NET - 1.2.42.123 - Butler County WIC Clinic". The interface includes a menu bar (File, Services, Client, Check Issuance, Clinic Admin, Utilities, Reports, Help) and a toolbar with "Find Client" and "Appointment Book" buttons. The main content area displays client details for "Monalisa M Schreffler Group".

Client Information:
Monalisa M Schreffler
10358661 Gender Female
DOB 03/26/1994, 20 Years
WIC Active PG
Cert. Period 06/17/2014 to 12/31/2014
Due Date 11/01/2014
Priority 1

Navigation: Flowsheet (Monalisa M), Notices (Monalisa M)

Quick Links for Monalisa M Schreffler:
Demographics
Flowsheet
Notices
Notes
WIC Certification
Dual Participation
Anthro Measures
Blood Measures
Health Interview
Risk Factors
Nutrition Education
Referrals
Change Due Date
Record End of PG
History-Client Goals
History-Health Interview
History-Issuance
History-Nutrition Education
Rights & Responsibilities
Check Pickup
Sign for Checks

Certification Schedule:

Month	Certification Type
June, 2014	New Certification
July, 2014	
August, 2014	
September, 2014	
October, 2014	
November, 2014	Recertification
December, 2014	
January, 2015	
February, 2015	

Buttons: Add, Save, Cancel

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Example 1

The screenshot shows a software window titled "Client Services .NET - 1.2.42.123 - Butler County WIC Clinic". The main content area displays client information for "Monalisa M Schreffler" (DOB 03/26/1994, 20 Years, WIC Category PG, Elig. End 12/31/2014). Below this is a "Flowsheet" table with columns for months and certification types. A tooltip is visible over the "June, 2014" cell, showing the client's name and eligibility end date. A vertical scroll bar on the right of the flowsheet has an "Add" button at the top. At the bottom right of the flowsheet area are "Save" and "Cancel" buttons.

Month	Certification Type
June, 2014	New Certification
July, 2014	
August, 2014	Nutrition Ed +
September, 2014	
October, 2014	Nutrition Ed Individua
November, 2014	Recertification
December, 2014	
January, 2015	
February, 2015	

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Example 2

Client Services .NET - 1.2.42.123 - Butler County WIC Clinic

File Services Client Check Issuance Clinic Admin Utilities Reports Help

Find Client Appointment Book **Lisa Lima Group**

Group Members
 Lisa Lima
 Lori Lima
Lance Lima
 Hide Inactive Clients
 Add New Group Member

Quick Links for Lance Lima
 Demographics
 Flowsheet
 Notices
 Notes
 WIC Certification
 Mid-Certification
 Dual Participation
 Anthro Measures
 Blood Measures
 Health Interview
 Risk Factors
 Nutrition Education
 Referrals
 Immunizations
 History-Client Goals
 History-Health Interview
 History-Issuance
 History-Nutrition Education
 Rights & Responsibilities
 Check Pickup
 Sign for Checks

Lance Lima
 10357986 Gender Male
 DOB 01/02/2013, 1 Years 9 Months
 WIC Active C
 Cert. Period 10/14/2014 to 10/31/2015
 Priority 3 HR

Flowsheet Notices
 Lance Lance

	Lisa DOB 11/19/1988 WIC Category PP Elig. End 7/31/2013	Lori DOB 05/09/2011 WIC Category C Elig. End 10/31/2015	Lance DOB 01/02/2013 WIC Category C Elig. End 10/31/2015
August, 2013		Check Pickup	Check Pickup
September, 2013			
October, 2013		High Risk (RD)	Nutrition Ed +
November, 2013		High Risk (RD)	Nutrition Ed +
December, 2013			
January, 2014		Recertification	Recertification
February, 2014			
March, 2014		Recertification	Recertification
April, 2014			
May, 2014		High Risk (RD)	Nutrition Ed +
June, 2014			
July, 2014		Check Pickup	Check Pickup
August, 2014			
September, 2014			
October, 2014		Recertification	Recertification
November, 2014			
December, 2014			
January, 2015			
February, 2015			
March, 2015			
April, 2015			
May, 2015			
June, 2015			
July, 2015			
August, 2015			
September, 2015			
October, 2015			

Save Cancel

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Example 2

Butler County WIC Clinic

Home | Clinic Admin | Utilities | Reports | Help

Client Management Book | **Lisa Lima Group**

Client: Lisa Lima
 Gender: Male
 1/02/2013, 1 Years 9 Months
 WIC Active: C
 Cert. Period: 10/14/2014 to 10/31/2015
 Priority: 3 HR

Month	Lisa DOB 11/19/1988 WIC Category PP Elig. End 7/31/2013	Lori DOB 05/09/2011 WIC Category C Elig. End 10/31/2015	Lance DOB 01/02/2013 WIC Category C Elig. End 10/31/2015
August, 2013	Check Pickup	Check Pickup	Check Pickup
September, 2013			
October, 2013		High Risk (RD)	Nutrition Ed +
November, 2013		High Risk (RD)	Nutrition Ed +
December, 2013			
January, 2014		Recertification	Recertification
February, 2014			
March, 2014		Recertification	Recertification
April, 2014			
May, 2014		High Risk (RD)	Nutrition Ed +
June, 2014			
July, 2014		Check Pickup	Check Pickup
August, 2014			
September, 2014			
October, 2014		Recertification	Recertification
November, 2014			
December, 2014			
January, 2015			
February, 2015			
March, 2015			
April, 2015		Mid-Certification	Mid-Certification
May, 2015			
June, 2015			
July, 2015			
August, 2015			
September, 2015			
October, 2015		Recertification	Recertification



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Example 2

2.42.123 - Butler County WIC Clinic

Check Issuance Clinic Admin Utilities Reports Help

Appointment Book Lisa Lima Group

Lance Lima WIC Active C
 10357986 Gender Male Cert. Period 10/14/2014 to 10/31/2015
 DOB 01/02/2013, 1 Years 9 Months Priority 3 HR

Flowsheet Notices
 Lance Lance

	Lisa DOB 11/19/1988 WIC Category PP Elig. End 7/31/2013	Lori DOB 05/09/2011 WIC Category C Elig. End 10/31/2015	Lance DOB 01/02/2013 WIC Category C Elig. End 10/31/2015
August, 2013	Check Pickup	Check Pickup	Check Pickup
September, 2013			
October, 2013		High Risk (RD)	Nutrition Ed +
November, 2013		High Risk (RD)	Nutrition Ed +
December, 2013			
January, 2014		Recertification	Recertification
February, 2014			
March, 2014		Recertification	Recertification
April, 2014			
May, 2014		High Risk (RD)	Nutrition Ed +
June, 2014			
July, 2014		Check Pickup	Check Pickup
August, 2014			
September, 2014			
October, 2014		Recertification	Recertification
November, 2014			
December, 2014			
January, 2015		Nutrition Ed Individua	High Risk (RD)
February, 2015			
March, 2015			
April, 2015		Mid-Certification	Mid-Certification
May, 2015			
June, 2015			
July, 2015		Nutrition Ed Individua	High Risk (RD)
August, 2015			
September, 2015			
October, 2015		Recertification	Recertification



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Example 2

Appointment Book

Clinic: **Butler County WIC Clinic**

	RN	Clerk 1	RD	BFPC	Classes	Reschedule
07:30 AM						
:45 AM						
08:00 AM						
:15 AM						
:30 AM						
:45 AM						
09:00 AM						
:15 AM						
:30 AM						
:45 AM						
10:00 AM						
:15 AM						
:30 AM						
:45 AM						
11:00 AM						
:15 AM						
:30 AM						
:45 AM						
12:00 PM						
:15 PM						
:30 PM						

Scheduler

January, 2015 **01/06/2015**

Su Mo Tu We Th Fr Sa
28 29 30 31 1 2 3
4 5 6 7 8 9 10
11 12 13 14 15 16 17
18 19 20 21 22 23 24
25 26 27 28 29 30 31
1 2 3 4 5 6 7

Today: 10/14/2014

Tuesday Refresh

Find Next Available Appointment Slot

View Next Appointment

Cancel New Appt. Schedule Class

Select an open group
Lima, Lisa

Role [Open Group](#)

Time Duration **15** minutes

Client Lisa Lima Category PP
Type Res \$ ID
Outcome Diet Sp Auth

Client Lori Lima Category C
Type I/C Imm Id I/C
Outcome Res \$ ID
Diet Sp Auth

Client Lance Lima Category C
Type I/C Imm Id I/C
Outcome Res \$ ID
Diet Sp Auth

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Example 3

Client Services .NET - 1.2.42.123 - Butler County WIC Clinic

File Services Client Check Issuance Clinic Admin Utilities Reports Help

Find Client Appointment Book Casey F Steenbock Group

Group Members
 Casey F Steenbock
Jennae L Steenbock
 Hide Inactive Clients
 Add New Group Member

Quick Links for Jennae L Steenbock
 Demographics
 Flowsheet
 Notices
 Notes
 WIC Certification
 Mid-Certification
 Dual Participation
 Anthro Measures
 Blood Measures
 Health Interview
 Risk Factors
 Nutrition Education
 Referrals
 Immunizations
 History-Client Goals
 History-Health Interview
 History-Issuance
 History-Nutrition Education
 Rights & Responsibilities
 Check Pickup
 Sign for Checks

Jennae L Steenbock
 11383350 Gender Female
 DOB 06/27/2012, 2 Years 3 Months
 WIC Active C
 Cert. Period 08/07/2014 to 02/28/2015
 Priority 5

Flowsheet Notices
 Jennae L Jennae L

	Casey DOB 04/02/1982 WIC Category PP Elig. End 12/31/2012	Jennae DOB 06/27/2012 WIC Category C Elig. End 2/28/2015
May, 2014		Transfer from In State
June, 2014		
July, 2014		
August, 2014		Recertification
September, 2014		
October, 2014		
November, 2014		Nutrition Ed +
December, 2014		
January, 2015		
February, 2015		Mid-Certification
March, 2015		
April, 2015		
May, 2015		Nutrition Ed +
June, 2015		
July, 2015		
August, 2015		Recertification

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Example 3

Client Services .NET - 1.2.42.123 - Butler County WIC Clinic

File Services Client Check Issuance Clinic Admin Utilities Reports Help

Find Client Appointment Book Casey F Steenbock Group

Group Members
 Casey F Steenbock
Jennae L Steenbock
 Hide Inactive Clients
 Add New Group Member

Quick Links for Jennae L Steenbock
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 Mid-Certification
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 Nutrition Education
 Referrals
 Immunizations
 History-Client Goals
 History-Health Interview
 History-Issuance
 History-Nutrition Education
 Rights & Responsibilities
 Check Pickup
 Sign for Checks

Jennae L Steenbock
 11383350 Gender Female
 DOB 06/27/2012, 2 Years 3 Months
 WIC Active C
 Cert. Period 08/07/2014 to 02/28/
 Priority 5

Flowsheet Notices
 Jennae L Jennae L

	Casey DOB 04/02/1982 WIC Category PP Elig. End 12/31/2012	Jennae DOB 06/27/2012 WIC Category C Elig. End 2/28/2015
May, 2014		Transfer from In Stat
June, 2014		
July, 2014		
August, 2014		Recertification
September, 2014	Recertification	
October, 2014		
November, 2014	Nutrition Ed +	Nutrition Ed +
December, 2014		
January, 2015	Recertification	Mid-Certification
February, 2015		Check Pickup
March, 2015		
April, 2015		
May, 2015		Nutrition Ed +
June, 2015		
July, 2015		
August, 2015		Recertification



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Example 3

Client Services .NET - 1.2.42.123 - Butler County WIC Clinic

File Services Client Check Issuance Clinic Admin Utilities Reports Help

Find Client Appointment Book Casey F Steenbock Group

Group Members
Casey F Steenbock
Jennae L Steenbock
 Hide Inactive Clients
Add New Group Member

Quick Links for Jennae L Steenbock
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Notes
WIC Certification
Mid-Certification
Dual Participation
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Blood Measures
Health Interview
Risk Factors
Nutrition Education
Referrals
Immunizations
History-Client Goals
History-Health Interview
History-Issuance
History-Nutrition Education
Rights & Responsibilities
Check Pickup
Sign for Checks

Jennae L Steenbock
11383350 Gender Female
DOB 06/27/2012, 2 Years 3 Months
WIC Active C
Cert. Period 08/07/2014 to 02/2/2015
Priority 5

Flowsheet Notices
Jennae L Jennae L

	Casey DOB 04/02/1982 WIC Category PP Elig. End 12/31/2012	Jennae DOB 06/27/2012 WIC Category C Elig. End 2/28/2015
May, 2014		Transfer from In State
June, 2014		
July, 2014		
August, 2014		Recertification
September, 2014	Recertification	
October, 2014		
November, 2014	Nutrition Ed +	Nutrition Ed +
December, 2014		
January, 2015	Recertification	Mid-Certification
February, 2015		Check Pickup
March, 2015		
April, 2015		
May, 2015		Nutrition Ed +
June, 2015		
July, 2015		
August, 2015		Recertification



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Let's Practice

Client Services .NET - 1.2.42.123 - Butler County WIC Clinic

File Services Client Check Issuance Clinic Admin Utilities Reports Help

Find Client Appointment Book **Connie Celery Group**

Group Members
Connie Celery
 Caleb Celery
 Hide Inactive Clients
 Add New Group Member

Connie Celery
 10358558 Gender Female
 DOB 01/07/1995, 19 Years
 WIC Active BF
 Cert. Period 09/05/2014 to 08/31/2015
 Priority 1

Flowsheet Notices
 Connie Caleb

	Connie DOB 01/07/1995 WIC Category BF Elig. End 8/31/2015	Caleb DOB 08/23/2014 WIC Category I Elig. End 8/31/2015
March, 2014	New Certification	
April, 2014		
May, 2014	Nutrition Ed +	
June, 2014		
July, 2014	Check Pickup	
August, 2014		
September, 2014	Recertification	New Certification
October, 2014	Nutrition Ed Individua	Nutrition Ed Individua
November, 2014	Check Pickup	Check Pickup
December, 2014		
January, 2015	Check Pickup	Check Pickup
February, 2015	Mid-Certification	Mid-Certification
March, 2015		
April, 2015		
May, 2015		Nutrition Ed +
June, 2015		
July, 2015		
August, 2015	Recertification	Recertification

Quick Links for Connie Celery

- Demographics
- Flowsheet
- Notices
- Notes
- WIC Certification
- Mid-Certification
- Dual Participation
- Anthro Measures
- Blood Measures
- Health Interview
- Risk Factors
- Nutrition Education
- Referrals
- Change Category
- Record New Pregnancy
- History-Client Goals
- History-Health Interview
- History-Issuance
- History-Nutrition Education
- Rights & Responsibilities
- Check Pickup
- Sign for Checks



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Let's Practice

Client Services .NET - 1.2.42.123 - Butler County WIC Clinic

File Services Client Check Issuance Clinic Admin Utilities Reports Help

Find Client Appointment Book **Connie Celery Group**

Group Members

Connie Celery
 Caleb Celery
 Hide Inactive Clients
 Add New Group Member

Connie Celery
 10358558 Gender Female
 DOB 01/07/1995, 19 Years
 WIC Active BF
 Cert. Period 09/05/2014 to 08/31/2015
 Priority 1

Flowsheet Notices
 Connie Caleb

Quick Links for Connie Celery

Demographics
 Flowsheet
 Notices
 Notes
 WIC Certification
 Mid-Certification
 Dual Participation
 Anthro Measures
 Blood Measures
 Health Interview
 Risk Factors
 Nutrition Education
 Referrals
 Change Category
 Record New Pregnancy
 History-Client Goals
 History-Health Interview
 History-Issuance
 History-Nutrition Education
 Rights & Responsibilities
 Check Pickup
 Sign for Checks

	Connie DOB 01/07/1995 WIC Category BF Elig. End 8/31/2015	Caleb DOB 08/23/2014 WIC Category I Elig. End 8/31/2015
March, 2014	New Certification	
April, 2014		
May, 2014	Nutrition Ed +	
June, 2014		
July, 2014	Check Pickup	
August, 2014		
September, 2014	Recertification	New Certification
October, 2014		
November, 2014		
December, 2014		
January, 2015		
February, 2015		
March, 2015		
April, 2015		
May, 2015		
June, 2015		
July, 2015		
August, 2015		

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Let's Practice

Client Services .NET - 1.2.42.123 - Butler County WIC Clinic

File Services Client Check Issuance Clinic Admin Utilities Reports Help

Find Client Appointment Book **Connie Celery Group**

Group Members
 Connie Celery
Caleb Celery
 Hide Inactive Clients
 Add New Group Member

Caleb Celery
 10358767 Gender Male WIC Active I
 DOB 08/23/2014, 1 Months Cert. Period 09/05/2014 to
 Priority 2

Flowsheet Notices
 Caleb Caleb

Quick Links for Caleb Celery

Demographics
 Flowsheet
 Notices
 Notes
 WIC Certification
 Mid-Certification
 Dual Participation
 Anthro Measures
 Blood Measures
 Health Interview
 Risk Factors
 Nutrition Education
 Referrals
 Immunizations
 History-Client Goals
 History-Health Interview
 History-Issuance
 History-Nutrition Education
 Rights & Responsibilities
 Check Pickup
 Sign for Checks

	Connie DOB 01/07/1995 WIC Category BF Elig. End 8/31/2015	Caleb DOB 08/23/2014 WIC Category I Elig. End 8/31/2015
March, 2014	New Certification	
April, 2014		
May, 2014	Nutrition Ed +	
June, 2014		
July, 2014	Check Pickup	
August, 2014		
September, 2014	Recertification	New Certification
October, 2014		
November, 2014		
December, 2014		
January, 2015		
February, 2015		
March, 2015	Mid-Certification	Mid-Certification
April, 2015		
May, 2015		
June, 2015		
July, 2015		
August, 2015		Recertification
September, 2015		



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Let's Practice

Client Services - 1242125 - Butler County WIC Clinic

File Services Client Check Issuance Clinic Admin Utilities Reports Help

Find Client Appointment Book **Connie Celery Group**

Group Members

Connie Celery
Caleb Celery
 Hide Inactive Clients
 Add New Group Member

Quick Links for Caleb Celery

Demographics
 Flowsheet
 Notices
 Notes
 WIC Certification
 Mid-Certification
 Dual Participation
 Anthro Measures
 Blood Measures
 Health Interview
 Risk Factors
 Nutrition Education
 Referrals
 Immunizations
 History-Client Goals
 History-Health Interview
 History-Issuance
 History-Nutrition Education
 Rights & Responsibilities
 Check Pickup
 Sign for Checks

Caleb Celery
 10358767 Gender Male
 DOB 08/23/2014, 1 Months
 WIC Active I
 Cert. Period 09/05/2014
 Priority 2

Flowsheet Notices
 Caleb Caleb

	Connie DOB 01/07/1995 WIC Category BF Elig. End 8/31/2015	Caleb DOB 08/23/2014 WIC Category I Elig. End 8/31/2015
March, 2014	New Certification	
April, 2014		
May, 2014	Nutrition Ed +	
June, 2014		
July, 2014	Check Pickup	
August, 2014		
September, 2014	Recertification	New Certification
October, 2014		
November, 2014		
December, 2014	Nutrition Ed Individua	Nutrition Ed Individua
January, 2015		
February, 2015		
March, 2015	Mid-Certification	Mid-Certification
April, 2015		
May, 2015		
June, 2015	Nutrition Ed +	Nutrition Ed +
July, 2015		
August, 2015		Recertification
September, 2015		



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Let's Practice

Client Services .NET - 1.2.42.123 - Butler County WIC Clinic

File Services Client Check Issuance Clinic Admin Utilities Reports Help

Find Client Appointment Book **Connie Celery Group**

Group Members
 Connie Celery
 Hide Inactive Clients
 Add New Group Member

Quick Links for Caleb Celery
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 WIC Certification
 Mid-Certification
 Dual Participation
 Anthro Measures
 Blood Measures
 Health Interview
 Risk Factors
 Nutrition Education
 Referrals
 Immunizations
 History-Client Goals
 History-Health Interview
 History-Issuance
 History-Nutrition Education
 Rights & Responsibilities
 Check Pickup
 Sign for Checks

Caleb Celery
 10358767 Gender Male
 DOB 08/23/2014, 1 Months
 WIC Active I
 Cert. Period 09/05/2014
 Priority 2

Flowsheet Caleb Notices Caleb

	Connie DOB 01/07/1995 WIC Category BF Elig. End 8/31/2015	Caleb DOB 08/23/2014 WIC Category I Elig. End 8/31/2015
March, 2014	New Certification	
April, 2014		
May, 2014	Nutrition Ed +	
June, 2014		
July, 2014	Check Pickup	
August, 2014		
September, 2014	Recertification	New Certification
October, 2014	Breastfeeding Peer Cc	Breastfeeding Peer Cc
November, 2014		
December, 2014	Nutrition Ed Individua	Nutrition Ed Individua
January, 2015		
February, 2015		
March, 2015	Mid-Certification	Mid-Certification
April, 2015		
May, 2015		
June, 2015	Nutrition Ed +	Nutrition Ed +
July, 2015		
August, 2015		Recertification
September, 2015		



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Questions and Answers

Q: The client missed their recertification appointment in March and came in April. I had a recertification on the flowsheet for March—what do I do?

A: At the recertification in April, put the recertification on the flowsheet in April and plan the rest of the certification period from April. It is OK to update the flowsheet, if needed.

Questions and Answers

Q: Johnny was high risk for a low hemoglobin when he was certified and was scheduled for two high risk contacts after his certification. At the first RD visit, a repeat hemoglobin shows that Johnny's iron is within normal limits. Do I still have to schedule an RD visit at the next nutrition ed. visit?

A: No. You can change the flowsheet to make the next visit an NEI or NE+ visit if the high risk condition is resolved. Add a note to KWIC that shows the high risk condition is resolved.

Questions and Answers

Q: I just finished a certification for a client who did not bring in all her proofs. Do I just plan the flowsheet for one month until she brings her proof?

A: No. Set up the flowsheet for the client for the entire certification period. If the client fails to bring her proofs in the 30 day period, and you have to repeat the certification, you can adjust the flowsheet at that time.

Questions and Answers

Q: How do I decide how many months of checks to give the family?

**A: Check the flowsheet! Print only enough checks to get the family to their next planned appointment.
Example: If it is two months until the next scheduled appointment on the flowsheet-only print two months of checks and make the next appointment to come back in two months.**

Questions and Answers

Q: I certified the client and set up their flowsheet. Now mom has called and wants to change the baby's formula. Do I need to redo the flowsheet?

A: Maybe. If you make an appointment for mom to come for a follow up visit to change the formula, you do not need to add this to the flowsheet. However, if the baby has an issue that changes their risk condition, you may need to assess the plan of care you made on the flowsheet.

Questions and Answers

Q: I certified mom as breastfeeding and set up her flowsheet for a full year. Now she has stopped breastfeeding. What do I do?

A: Change the flowsheet. Adjust the plan of care for the remaining postpartum certification period and remove any appointments that are no longer required off the flowsheet.

Questions and Answers

Q: Mom has three children on the program and she does not want to bring them all in at the same time. Is that allowed or do I have to coordinate their flowsheets and appointments?

A: You can grant the mother's request. Adjust the flowsheet to let mom bring only one or more of the children to a given appointment. Try to coordinate appointments where the children do not need to be present to limit the number of times mom returns to your clinic

Questions and Answers

Q: I'm confused, what do I do with the flowsheet when someone transfers from in-state or out-of-state?

A: Great question! Be sure to update or complete the flowsheet from the client's current certification date to their next recertification date. Transfers just like all clients must have a plan of care. Completion of the flowsheet ensures that the client receives timely nutrition education and certification appointments.

Questions—Need More Practice?



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