

Small Steps Office Workflow for Adult Well Visits

Goals:

1. Introduce healthy eating, active living concept with positive messages and inviting environment
2. Assess patient's healthy eating, active living behaviors using the questionnaire
3. Set goals if the patient is ready, using Small Steps chart

Check In

Staff is familiar with Small Steps program

Patient arrives and sees the poster hanging in the waiting room

Want to become a healthier you?
Take one *small step*.

Move More



it's a great way to improve your health

Eat Real



foods that come from nature give you energy

Drink Water



it's the best choice

Rest Up



good sleep restores your body and mind

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Give patient Healthy Habits Questionnaire



Rooming

Take accurate weight using protocol and patient friendly language

Take accurate height using protocol

Enter height and weight in EMR for BMI calculation

Confirm that patient has completed the questionnaire

Staff can initiate healthy habits conversation using Motivational Interviewing language

Provider

Review Healthy Habits Questionnaire with patient

Use Motivational Interviewing and Small Steps chart to support patient goal setting and document in EPIC

For BMI out of normal range, use .BMIADULTFOLLOWUP to document follow up plan

Use .HEAL smartphrases for resources to be printed on the AVS

Check Out

Print After Visit Summary including goals, follow up plan and resources

Patient takes Healthy Habits Questionnaire home with them

All Staff are:

- *Knowledgeable* about healthy eating, active living theme - Small Steps and key messages: MOVE More, EAT Real, DRINK Water, REST Up for a healthier you
- *Aware* of weight sensitivity issues
- *Familiar* with the Healthy Habits Questionnaire and Small Steps chart
- *Comfortable* with beginning the conversation with the patient about healthy eating, active living

All Staff

Front Office

Medical Assistant

Provider

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