

Work Flow Worksheet

Waiting Room

Maternal caregiver arrives at clinic

Task:
Person(s) responsible:

Time:

Task:
Person(s) responsible:

Time:

Task:
Person(s) responsible:

Time:

Task:
Person(s) responsible:

Time:

Exam Room

Task:
Person(s) responsible:

Time:

Task:
Person(s) responsible:

Time:

Task:
Person(s) responsible:

Time:

Task:
Person(s) responsible:

Time:

Task:
Person(s) responsible:

Time:

Task:
Person(s) responsible:

Time:

Task:
Person(s) responsible:

Time:

Check-out/scheduling area:

Task:
Person(s) responsible:

Time:

Task:
Person(s) responsible:

Time:

Task:
Person(s) responsible:

Time:

Task:
Person(s) responsible:

Time:

Maternal caregiver leaves clinic