



# CHILD & ADOLESCENT WELL CARE

## TIPS FOR ELICITING AND DOCUMENTING THE KEY COMPONENTS OF WELL CHILD CARE

### TIP #1 – DON'T REINVENT THE WHEEL

- Visit [HealthyChildren.org](https://www.healthychildren.org) or the Bright Futures Toolkit for resources like pre-visit questionnaires and visit documentation templates

### TIP #2 – ENGAGE YOUR TEAM

- Reinforce the importance of preventive services visits and how using Bright Futures materials can help
- Train staff members to distribute the pre-visit and medical screening questionnaires when indicated
- Ensure staff can help families with literacy or language difficulties
- Have all tools and supplies ready for distribution at each visit

### TIP #3 – MAP OUT “SWIMLANES”

- Receptionist provides visitors with age-appropriate pre-visit questionnaires and other questionnaires needed for specific visits
- Medical assistant confirms questionnaires are completed and attaches to chart or enter results into HER
- Clinician reviews and discusses pre-visit questionnaire during visit and completes visit documentation form
- Medical assistant or nurse provides appropriate education handouts at conclusion of visit
- Assign referral tracking, if warranted, to a staff member for follow-up

### TIP #4 – EHR INTEGRATION

- Automate Previsit Questionnaires 1 week prior to scheduled WCC
- Tablet device or “captive mode” feature to allow questionnaire completion in office
  - Avoid paper documentation wherever possible
  - Documentation supports billing AND MOC 4 requirements
- Build your WCC documentation templates and order sets using the framework provided
- Need help? To incorporate *Bright Futures Tool and Resource Kit* forms into an EHR system, contact [institutions@aap.org](mailto:institutions@aap.org) or visit [brightfutures.aap.org](https://brightfutures.aap.org)

### TIP #5 – LEVERAGE YOUR COMMUNITY PARTNERS

- Use the community liaison in your practice to create and maintain a list of community resources for parents, handle referrals, communicate with specialists, and coordinate services/resources for families
- Host Community Advisory Councils with potential community referral sources to establish relationships and understand your community's specific needs/resources
- Visit the [Bright Futures Tool and Resource Kit, 2nd Edition](#) for more ideas, strategies, and tools

### TIP #6 – OPTIMIZE CODING

- Visit [brightfutures.aap.org](https://brightfutures.aap.org) and click on the Clinical Practice tab to find the updated [2021 Coding for Pediatric Preventive Care Booklet](#) and other coding resources, or submit a question to the AAP Coding Hotline

### TIP #7 – HARNESS YOUR EHR/SYSTEM!

- Use your EHR system to run a report of patients who have missed their well-child visits or immunizations
- Automate your recall-and-reminder messages to parents' preferred methods of communication (ie, text, phone, or mail)
- Create a chronic condition list from the billing or EHR system, i.e. Asthma Registry, Mental Health Registry, TCM Registry

## KEY COMPONENTS OF A WELL VISIT

- History
- Surveillance of Development
- Developmental Screening
- Growth Charts
- Review of Systems
- Observation of Parent/Child Interaction
- Physical Exam
- Screening
- Immunizations
- Anticipatory Guidance



For more information, please visit:

<https://ohioaap.org/education-cme-moc-ii/preventive-health-program/>