**Healthy Heart Case Managers Checklist**

**Case managers checklist**

Yakama Indian Health Center

****

**Participant**

**Participant ID#**

[ ]  **Labs:** Fasting DM Panel

 Urinalysis

 Microalbumin/Creatinine Ratio

[ ]  **Waist & Hip Circumference Measurements**

[ ]  **Blood Pressure**

[ ]  **Weight/Height**

[ ]  **EKG: baseline visit**

[ ]  **Provider Visit:** Release for cardiac clearance

* need current visit within one month of first case manager visit, schedule one if not done, notify provider/nurse team

[ ]  **Questionnaires:**

* Participant
* Family

**Paperwork**

[ ] Informed Consent for Participation

[ ] HIPPA B Form R5.H.03

[ ] Participant Baseline Questionnaire B2.H.03

[ ] Family Baseline Questionnaire B3.H.03

[ ] Consent for Family Members B4.H.03

[ ] Registry Input Form R1.H.03

[ ] Participant Baseline Assessment of Core Elements Form B1.H.03

The above 7 items need to be done and completed within one months time and turned in to the HH office for participant to be considered having a complete registration.

**Please make sure all paperwork can be identified with an ID number**

[ ] Participant Attendance Form I2.H.03

[ ] Individual Retention Form I3.H.03

The above 2 forms may be kept in your possession or in the HH participant file