

Be in full charge (100% responsibility)



**Appointments/Visit to practice**  
 - Review patient to confirm Car Stage appointment  
 - Update visit book

**Appointments Responsibilities**

- See the patient in a timely manner
- Answer patient's questions, needs, needs, and/or concerns
- Provide appropriate advice for stage and/or other
- All of patient's needs

**Multi-Responsibility**

- Staff members for the availability of the practice **for the Car Stage Protocol**
- Informing patients to make the appointment for their patient's stage before making an appointment in other areas of office
- Informing patients for the use of **social media** to promote the practice and to ensure that they are not using any social media that could be a problem for the practice
- Make sure that all staff members are trained in the use of the practice and that they are working off the schedule and not making any changes to the schedule
- If the practice is not working, the practice must be prepared with the practice and staff to ensure that the practice is open

**Business Health Responsibility**

- All of the practice's business and financial responsibilities