**Roles and Responsibilities**Alberta Screening and Prevention (ASaP)

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| ***Process Steps*** | | ***Who?*** | | | |
| **could do it**  **(in scope)** | **has interest/**  **experience/availability** | **RESPONSIBLE** | **CROSS-TRAIN** |
|  | ***Examples of QI and clinical tasks:*** |  |  |  |  |
| *Regularly schedule QI team meetings* |  |  |  |  |
| *Generate list of patients from the EMR who are due to be screened for identified maneuvers* |  |  |  |  |
| *Check to see if the patient has an upcoming appointment, and if none, contact patient to offer one, if appropriate* |  |  |  |  |
| *Add a point of care reminder to patient’s chart* |  |  |  |  |
| *Record offers (as available/applicable) and completion of screening in a standard location and method in the EMR* |  |  |  |  |
| *Check Netcare for screening results from other providers* |  |  |  |  |
| *Generate a referral(s), if needed* |  |  |  |  |
| *Track progress on screening process improvements* |  |  |  |  |
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