Five Key Steps to take in Care Navigator

Log in at https://onecare.mycarenav.com

User Support: HelpDesk@onecarevt.org or (802) 847-7220 Option 2

1. What is the person’s status (Care Coordination section) with care coordination overall?
   a. Record it! (Needs Outreach, In-Outreach, Engaged) do this in the Care Coordination section

2. Who is on the care team? (Care Coordination section)
   b. Add yourself, invite others to team

3. Who has the most trusted relationship with the person, who is taking point for communication and ensuring a shared care plan is created? (Care Coordination section)
   c. Add a Lead Care Coordinator

4. What care coordination activity is happening with the person? (Encounter section)
   d. Record an Encounter

5. What are the person’s treatment, personal or future goals and how will he/she accomplish them? (Care Plan section)
   e. Add (two) goals and (two) associated tasks per goal

1