

## Same Day Access Job Aids

Technician Version 2021

## Same Day Access (SDA) Process



## Service Failure: Cll Procedure

Follow these steps after locating the medication.



## **Complete – Send Email**

Follow these steps to complete the SDA.

|   |   | $ \longrightarrow $  | $\begin{tabular}{ c c } \hline & \searrow \\ \hline & \rightarrow \\ \hline & \rightarrow \\ \hline & \rightarrow \\ \hline & & \hline & & \hline \\ & & & \hline & & \hline \\ & & & &$ |
|---|---|--|--|
| <ul> <li>CALL RN:</li> <li>Provide expected delivery time (EDT)</li> <li>Provide confirmation number</li> </ul> | <ul> <li>DOCUMENT:</li> <li>Record all steps in the SDA email template</li> <li>Add time completed</li> </ul> | <b>EMAIL</b> MMSC:<br>To move SDA email<br>template to the<br>1-Completed folder | <ul><li>EMAIL RTM NOC:</li><li>Notify them of completion</li><li>They will update your adherence</li></ul>   |
| STEP 01   | STEP 02   | STEP 03  | STEP 04  |

