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Computer Scheduling ✓✓ Electronic appointment book

Book Scheduling ✓✓ Hard copy appointment book

Wave Booking ✓✓ Patients are scheduled at the same time each hour to create short-term flexibility each hour.

Modified Wave Booking ✓✓ Wave booking can be modified in a couple of different ways. One example of this approach is to schedule two patients to come at 9 a.m. and one patient at 9:30 a.m. This hourly cycle is repeated throughout the day.

Double Booking ✓✓ Two patients are scheduled to come at the same time to see the same physician.

Stream/time-Specific Scheduling ✓✓ Scheduling patients for specific times at regular intervals. The amount of time allotted depends on the reason for the visit.

Nha Medical Administrative Assistant Certification Exam Study Guide

Elliot Spencer



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