



Nationwide Allergy Protocol - Example Office Routine

*"New Patient" (NP) is defined as never been assessed in office

**"New to Allergy Patient" (NAP) is defined as an established patient that has never had *Nationwide Allergy* allergy testing in this office

***"Re-test" (RT) is defined as an established patient that has had allergy testing in this office

Day of Service 1:

1. ALLERGY SCREENING - FRONT OFFICE

- Every patient should be given the allergy screening paperwork to complete (provided in the Nationwide Portal at the bottom of screen listed as "Patient Forms")

2. BASE SCORE - FRONT OFFICE

- Front office staff should score and mark the BASE to be given to designated allergy tester.

- **Any Score over 25 is a candidate for skin testing**

3. PATIENT ENCOUNTER – ALLERGY TECH/PROVIDER

- FOR PATIENT WITH 25 OR HIGHER ON BASE:

- Allergy tech or provider should inform the patient: **"It looks like your allergy symptom screening test came back above the moderately high mark so we're going to do a quick skin test today to find out exactly what you're allergic to."**

- The tech/provider says to the patient, **"It looks like you are allergic to (insert allergens here), the doctor would like to go ahead and get you started on allergy immunotherapy that's going to significantly reduce your allergy symptoms. The way it works is we give you a series of vials for self-administration that is a tiny prick injection 3x a week or if that doesn't work for you, you can also do drops under the tongue."**

Note: ** If 3 or above reactions occur that are 4mm or above in severity, the results should be put into the online portal and immunotherapy ordered.

Completing the payment screen orders immunotherapy. Typically an office debit card is used and the information saved for reuse. Unless payment screen is completed, the order will not be filled. Upon completion, a copy of the patient results are emailed to the office email on file.

****Immunotherapy serums will be custom formulated for the patient and sent to the provider with 2 business days.***

4. PATIENT RESULTS – ALLERGY TECH/PROVIDER

- Patient should be given a paper copy of their results and make a follow up appointment to begin immunotherapy.

5. BILLING - FRONT OFFICE

- It is appropriate to bill for the separate allergy skin testing for this day of service.

Day of Service 2:

*Usually 72 hours or more after first visit

**Provider will have receiver immunotherapy serums for patient

1. IMMUNOTHERAPY FIRST VISIT (Injectable) - MA

- Patient is given immunotherapy log sheet

- Patient is given first injection according to instructions and waits in office for 30 minutes to assure that no systemic reaction has occurred.

- Patient is instructed how to self administer and given an Rx for syringes

- Patient is instructed to follow up with office for step-up shots and for any complications

- Patient is given the Nationwide Allergy Clinical Services number for any questions they may have for their year of immunotherapy,

2. BILLING - FRONT OFFICE

- It is appropriate to bill for the separate immunotherapy service for this day of service as well as any other services provided. Allergy vaccination code may also be billed if patient had first immunotherapy treatment shot

Day of Service 3 and on:

*Usually 3 months after day of service 2

1. IMMUNOTHERAPY ONGOING VISITS (Injectable) - MA

- Patient is given next “step-up” from next vial in series. Injection is given according to instructions and waits in office for 30 minutes to assure that no systemic reaction has occurred.

2. BILLING - FRONT OFFICE

- It is appropriate to bill for the separate allergy vaccination code if patient receives “step-up” vaccination in office. This can be billed separately from any other services rendered.