New Patients:
- We MUST have a referral in the P-drive and reviewed prior to scheduling any new patient.
- If no referral, advise to have referral and records faxed to 801.585.3789.
- Urgent slots can only be used per provider request.

New Patient HIV (Must have been diagnosed with HIV):
- We need to obtain records ASAP.
- Schedule with HIV appropriate provider.
  - Dr. Pavia
  - Dr. Keeshin
  - Dr. Knackstedt
- Find out where they have been seen prior and have records faxed over to 801.585.3789.

International Adoption
- all international adoption pts are to be scheduled with
  - Dr. Ampofo
- Parents must fax adoption records prior to scheduling.

Return Patients:
- Schedule return patients based off last summary report.
- Return Patients can be schedule with Susan Sanderson, NP only if their attending provider is in clinic. Check the physician’s schedule in the J-Drive in order to verify this information.
- Try to utilize Susan Sanderson’s schedule as often as you can when scheduling return patients.

B-20 Clinic:
- HIV clinic; use “B20” as the diagnosis.
- Clinic will be held on Tuesdays, rotating providers weekly.
- Patients should follow with their established provider.
- If appointment date does not work for patient to be seen by their established provider, send message log to UofUPeds, ID Triage. Okay to offer one month out.

Location:
Department code: PCOS PED INFECTIONS DISEASE [11340]
Eccles Outpatient Services Building, 2nd floor: station 2

Providers/staff:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Specialty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kwabena Ampofo</td>
<td>MDChB</td>
<td>Adoption</td>
</tr>
<tr>
<td>Anne Blaschke-bonkowski</td>
<td>MD, PhD</td>
<td>HIV</td>
</tr>
<tr>
<td>Elizabeth Knackstedt</td>
<td>MD</td>
<td>HIV</td>
</tr>
<tr>
<td>Adam Hersh</td>
<td>MD, PhD</td>
<td>HIV</td>
</tr>
<tr>
<td>Susana Keeshin</td>
<td>MD</td>
<td>HIV</td>
</tr>
<tr>
<td>Andrew Pavia</td>
<td>MD</td>
<td>HIV</td>
</tr>
<tr>
<td>Emily Thorell</td>
<td>MD</td>
<td>HIV</td>
</tr>
<tr>
<td>Susan Sanderson</td>
<td>NP</td>
<td></td>
</tr>
</tbody>
</table>

Contacts:
For all physician calls warm transfer to: Lawanda Esquibel @ 801.587.2126
If Lawanda is not available:
Susan Sanderson, NP @ 801.587.3211

For families with medical questions:
Nurse Triage Line: 801.213.3599 opt.2

Message logs should be sent to:
UofUPeds, IDTriage