

Healthcare

Business Overview



Offers citizens healthcare exams and promotes a healthy lifestyle through health and nutrition education.



CEO

1. Submits Loan Application to bank.
2. Oversees business operations and makes business decisions.
3. Opens Utility account.
4. Distributes business supplies.
5. Prepares and sends Healthcare invoices.
6. Signs Insurance Policy and Lease Agreement.
7. Completes the Business Improvement Plan.
8. Prepares and gives speech at the Opening Town Meeting, if time permits.

CFO

1. Places supply order.
2. Submits online request for business loan.
3. Inputs employee payroll information.
4. Processes business payroll.
5. Prepares direct deposit enrollment paperwork.
6. Completes Loan Promissory Note.
7. Makes business expense payments.
8. Submits business deposits.
9. Makes business loan payments and tracks loan payoff progress.



DOCTOR

1. Becomes familiar with the provided tools for the job.
2. Conducts citizen healthcare exams.
3. Diagnoses patient symptoms and prescribes treatment options.
4. If no pharmacist, educates patients on responsible handling of prescription drugs.
5. Completes medical charting.

MENTAL HEALTH PROFESSIONAL

1. Distributes supplies received from the Supply Center.
2. Writes a public service announcement about mental health wellness.
3. Promotes healthy mental health by conducting a mindfulness activity with citizens.



NURSE

1. Writes public service announcements (PSAs) about provided healthcare topics.
2. Becomes familiar with health assessment tools.
3. Assists Doctor by taking patient health vitals.
4. Conducts wellness exams.

PATIENT REGISTRAR

1. Distributes healthcare vouchers.
2. Registers citizens for healthcare exam and tracks participation by business.
3. Delivers incentive checks to businesses when award criteria has been met.



PHARMACIST

1. Writes public service announcements (PSAs) about responsible prescription drug topics.
2. Prepares doctor's prescription orders for patients.
3. Educates citizens on safe handling of prescription drugs.