Mailed FIT Kit Workflow

Document all communication history

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Data Cleanup  →  Use data to find eligible patients for clinic's mailed FIT  →  Generate list of patients meeting inclusion criteria  →  Send letter to patient via mail or acceptable electronic notification  →  Use clinic's referral process for incoming patient calls and needed outreach
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Use clinic's referral process for incoming patient calls and needed outreach branches to:
- **Update mailing list to patients that have not opted out and have not been previously screened**
- **If patient calls to opt out, or has been screened within the past year with FIT or the past 9 with colonoscopy, remove them from list**

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Update mailing list to patients that have not opted out and have not been previously screened  →  Mail FIT kits to patients and reach out via acceptable electronic notification or phone to confirm FIT is on the way  →  After 3-7 days, send a reminder letter via acceptable electronic notification or mail  →  At 7-10 days, send an acceptable electronic notification reminder and/or call.  →  In another 3-7 days, send an additional follow-up either via an acceptable electronic notification or mail
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In another 3-7 days, send an additional follow-up either via an acceptable electronic notification or mail → **Process FIT kits at clinic as they come in**

Process FIT kits at clinic as they come in branches to:
- **Positive FIT: use the clinic's established referral loop process to schedule a colonoscopy**
- **Negative FIT: send letter to the patient via mail or patient portal**