

ACGME-I Case Logs

QUICK GUIDE for Faculty and Staff in Plastic Surgery

Consider the following when reviewing resident Case Log reports or when counselling residents on their Case Log entry:

1. Resident role options

Surgeon: Resident has substantial responsibility for the case and performs over 50% of the surgical procedure under appropriate faculty supervision.

Assistant: Resident assists during the procedure with another surgeon who is an attending or more senior resident and who is responsible for the case. The Assistant performs less than 50 percent of the surgical procedure.

Teaching Assistant: A senior resident who instructs another resident who is taking credit for the case as Surgeon. The Teaching Assistant performs less than 50% of the surgical procedure.

2. All resident roles count toward minimum case requirements.

3. If multiple procedures are performed during one case, residents must indicate one procedure as primary. A Primary Procedure is procedure or treatment that is the main reason for providing care to the patient on the date indicated. All procedures entered count toward minimum requirements.

Available Reports

<p><i>Experience by Role</i></p>	<p>This report lists all procedures, including those that do not count toward the required minimum numbers, the number of each performed by the selected resident in each of the three roles, as well as the total number for each procedure.</p> <p>This report is very similar to an expanded version of the Minimums Report. It is formatted the same way, but omits the required minimum number for each defined case category, while including procedures that do not have a minimum number required.</p>
<p><i>Experience by Year</i></p>	<p>This report provides a summary of the total number of procedures performed by a resident, by year in which they were performed. It provides a quick way to see which procedures are most common for each PG year. Like the Code Summary Report, the Resident Experience Report by Year will provide useful information for monitoring surgical activity in the program, and could be used to determine if changes to curriculum rotation schedules, etc., are needed.</p>

<i>Activity Report</i>	This report allows program directors to note the number of cases or procedures logged by residents and the date and time that cases or updates are entered. This report is a quick way to keep track of how frequently residents are entering their cases. For example, if the program has a requirement that residents must enter cases weekly, running this report on a weekly basis is an easy way to identify residents who are not meeting the residency's requirements.
<i>Case Brief Report</i>	This is a brief report that lists the procedure date, case identifying number, CPT code, institution, resident role, attending faculty member and description for each case for the selected resident
<i>Case Detail Report</i>	All information for each case entered is displayed in this report, making it useful for getting an in-depth view of an individual resident's experience during a defined period. For example, this report can be generated for each resident for the preceding three-month period and used as part of the quarterly evaluation meeting with the program director or designated faculty mentor.
<i>Code Summary Report</i>	This report provides the number of times a unique CPT code is entered into the Case Log System by a resident. Filtering by specific CPT code, attending faculty member, institution, and/or setting can provide information on clinical activity that is useful to make targeted changes in rotation schedules, curriculum, faculty assignments, etc. This report can also be especially helpful in monitoring the procedures that do not count toward minimums. Choosing non-tracked codes on the area dropdown will show the procedures that have been entered and will not count toward minimum requirements. Review of this report can help programs identify whether residents are using the correct codes.
<i>Tracked Codes Report</i>	This report provides a summary and description of all of the cases defined by the specialty that can be entered into the ACGME-I case log system. This report is organized by CPT codes; however, even if CPT codes are not used in your system, the report is useful to get a comprehensive listing of all procedures that are available to be tracked.
<i>Plastic Surgery Minimums Report</i>	This report will track resident progress toward achieving minimum numbers. A separate report should be generated for each resident using the default settings (credit should be primary). Note that the cases reported in the Assistant role do not count for credit; subtract this number.

For technical support or questions regarding the Accreditation Data System (ADS) and the Case Log System, e-mail ads@acgme.org.