

Memo To:

From: M. Douglas Jones, Jr., MD  
Chair, Residency Review Committee for Pediatrics

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Subject: Resident Case Log System for Pediatrics

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We are pleased to announce that the Residency Review Committee for Pediatrics (RRC) and the ACGME have completed the internet-based resident case log system for pediatrics residents. The RRC has worked on this project over the last several years with staff from the ACGME Data Department and with input from several program directors. Use of this system is designed to facilitate documentation of resident experience for residency programs and residents and will provide the RRC with data on all programs within the same time frame. The RRC for Pediatrics is the 12th RRC to develop its data collection process in accordance with the ACGME initiative toward more data-driven accreditation.

**The system will be available for voluntary use by programs on January 15, 2004, with the expectation that its use in tracking procedures will be mandatory for all residents who begin their pediatric training July 1, 2004, or later.** Residents who are currently in training may voluntarily use the system. It is suggested that programs experiment with the system during the next few months to be ready for compliance as of July 1, 2004.

There will be a version of the case log software available on the PDA (Palm OS), and the ACGME is developing a Windows CE (Pocket PC) version for release in the near future. If your program is interested in using the PDA version of the software, contact the Support Center (312.755.7464 or [oplog@acgme.org](mailto:oplog@acgme.org)). There is a \$25 licensing fee per resident.

The case log application can be found on the ACGME's homepage ([www.acgme.org](http://www.acgme.org)) under "Resident Case Log System." The initial program director User ID and password are the same as for the Accreditation Data System (ADS):

User ID:        «director\_username»  
Password:      «director\_password»

Residents should enter their procedures directly, and therefore it is necessary for the program director or administrator to log into the system first and create user IDs and passwords for each resident in the program. We have loaded the names of your residents and participating institutions based on what your program previously entered into ADS.

Case Log Memo

Manuals for the system are also available on our website. There is a Program Director/Administrator Manual and a Data Entry Manual. Please read the manuals prior to logging in. You are free to make as many copies of the Data Entry Manual as needed for distribution to your residents.

Using the resident case log system, the RRC will eventually be able to generate reports each year based on graduating residents. Also, each program will eventually receive reports that can be attached to the PIF to document the experience of their graduates. It will be 2006 before the first cohort of graduates has entered complete data for the entire three years of training.

In addition to procedure information, the case log system also enables residents to track diagnosis information. The RRC is not requiring online diagnosis tracking at this time, but it is available for those programs and residents who want to capture this information. Also, beginning in 2004-2005 the RRC intends to capture more detailed information about continuity clinic experiences, including the panel size for each resident. The case log enables residents to identify patients seen that are part of their panel. We will add reports to the case log system that will document the panel size and the number of visits entered.

If you have any questions, please contact the Support Center rather than the RRC office. The phone number is 312.755.7464 and it is staffed from 8:30 to 4:30 central time. There is also a dedicated e-mail account [oplog@acgme.org](mailto:oplog@acgme.org) for your use.