



## REPORTS

The Residency Review Committees have developed some basic reports to help you as the program monitor your resident's procedures. The following are the available reports. Some reports may not show on your reports menu because they are specific reports for a specialty.

***Brachytherapy Summary (Radiation Oncology only)***

***CPT Code Summary***

***CPT/ICD9 Code Summary***

***Critical Care Index Cases Report (General Surgery only)***

***Duplicate Patient Accounting Report (Allergy and Immunology and Radiation Oncology only)***

***Defined Category Report (General and Vascular Surgery only)***

***External Beam Simulation Summary (Radiation Oncology only)***

***Gynecology Summary by Resident (Obstetrics & Gynecology only)***

***ICD9 Summary***

***Independent Resident Operative (Plastic Surgery only)***

***Independent Resident Index Category Report (Plastic Surgery only)***

***Independent Resident Operative – Archive Data (Plastic Surgery only)***

***Integrated Resident Operative (Plastic Surgery only)***

***Integrated Resident Index Category Report (Plastic Surgery only)***

***List of Residents***

***Minimum Procedure Requirements (Plastic Surgery only)***

***Obstetrics Summary by Resident (Obstetrics & Gynecology only)***

***Patient Type Report (Orthopaedic Surgery only)***

***Patient Panel Report (Pediatrics only)***

***Panel Average Report (Pediatrics only)***

***Primary & Preventive Care Summary by Resident (Obstetrics & Gynecology only)***

***Resident Activity***

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**Resident Brief Detail**

**Resident Class Credit Summary (Ophthalmology only)**

**Residents (Experience) Operative (Record)**

**Residents (Experience) Operative (Record) – Archived Data**

**Resident Full Detail**

**Resident Primary & Preventive Care Full Detail (Obstetrics & Gynecology only)**

**Resident Primary & Preventive Care Summary by Year (Obstetrics & Gynecology only)**

**Resident Primary & Preventive Care Activity (Obstetrics & Gynecology only)**

**Resident Primary & Preventive Care Summary – Archived Data**

Available Reports that list all available ICD9 and CPT codes that have been mapped to an area and type by the RRC's

**Available ICD9 Codes by Code**

**Available ICD9 Codes By Area and Type**

**Available CPT Codes by Code**

**Available CPT Codes by Area and Type**

**Available CPT/ICD9 Codes by Code**

**Available CPT/ICD9 Codes by Area and Type**

Most of the reports are standard. If you have a suggestion for a report that you think can be utilized by all programs (within your specialty) please e-mail [oplog@acgme.org](mailto:oplog@acgme.org) with the suggestion and details on how the report should look and contain.

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## REPORTS (cont.)

### Viewing the Reports

On the reports menu in the lower right hand corner there are two view options available when viewing reports, 'View with Java Viewer' or 'View with HTML Viewer'. The difference is that the Java Viewer allows for indexing and searching capabilities within a report, whereas the HTML Viewer allows for only sequential viewing of the report.

#### JAVA Viewer:

After you have selected the criteria for the report and have clicked on the OK button, a new window will open displaying the report. The first time you run a report, the ACGME sends a Java applet called "Crystal Report Viewer for Java" from Crystal Decisions, Inc. You will see a security warning asking if you want to install and run the viewer. Click the Yes button to be able to print the report (**if you press the No button you will see the report but will not be able to print**). This does not actually install anything on your computer but gives you the rights to print.

If you have selected cancel or no to the above message, you will have to close the browser completely and login again in order for you to get the message again.

If you are having trouble with the java viewer please download the latest Java runtime environment [www.java.com/en/download/download\\_the\\_latest.jsp](http://www.java.com/en/download/download_the_latest.jsp)

If you are using a MACINTOSH, this option will not work. You will need to use the HTML viewer, please following the instructions below.

#### HTML Viewer:

After you have selected the criteria for the report and have clicked on the OK button your report will display on the screen. When you try to print an HTML report for the first time, it will ask you if you want to download and install the Active X control for Crystal Reports. You must download this to be able to print the reports.

If your HTML is not working you are not allowing active x controls. You should click on Tools Internet options from your browsers toolbar. Then under the security tab click on custom level. Change the Active control choice to Prompt or enable so you can answer yes when you need an Active X control they trust to be downloaded.

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### Criteria for Reports

The screenshot shows a web browser window titled "https://www.acgme.org - Selection Criteria Page - Microsoft Internet Explorer". The page contains a list of filter criteria for reports, each with a dropdown menu or text input field. The criteria and their current values are:

- Institution: All
- Attending: All
- Resident: All
- Resident Status: All
- Date Range: [ ] / [ ] / [ ] to [ ] / [ ] / [ ]
- Residents Role: All
- Patient Type: All
- Procedure Resident Year: All
- Resident Year: All
- Rotations: All
- Defined Category: All
- CPT Code: [ ]
- Area Description: All
- RRC Procedure: All
- Credit: Primary

At the bottom of the form are "OK" and "CANCEL" buttons. The browser's status bar shows "Done" and "Internet".

Resident Status:	You can choose active or inactive residents. By leaving this field empty it will list all residents.
Resident Role:	You could select a particular role surgeon, assistant, class 1, class 2, class 3 this is going to depend on what your specialty if tracking for role.
Patient Type:	Adult, Pediatric
Procedure Resident Year:	Year that the residents entered in their procedures.
Resident Year:	Program year that the residents are currently in
CPT Code:	Filter on a specific CPT code
Credit:	For those specialties who mark a procedure for credit, these would be primary procedures. You can filter for secondary procedures which would be all other cpt codes on a patient that are not marked for credit.

You may or may not have all of the above options on your criteria screen, as well as additional criteria options that are not displayed above. The criteria comes from specifically what the RRC wants the programs to enter when adding procedures.

No matter what specialty you are in you can search by any one, two or more fields listed in the criteria screen. You can narrow down the search as much or as little as you want. With this criteria screen you are only able to select a resident at a time, unless you choose the resident year field in which it will filter all the residents in that particular year.

By leaving the date range empty when filtering a residents operative, this will allow you to pull all the data the resident has entered into the system.

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### Display of Reports

Option Bar:

1. Navigation bar: functions Close Current View, Go to First Page, Go to Previous Page, Go to Page number, Go to Next Page, Go to Last Page, and the Stop button.
2. Printer Icon: Prints report. This button will not appear if you answered No to the security question.
3. Find Function: Enter string you want to find and click on the Binoculars.
4. Resize Function: Allows you to make the report display larger or smaller

Preview Tab:

5. Outline of report. Click on plus (+) sign to expand and contract the outline. Click on the subject to view in the body section (to go directly to Laparoscopic, just click on the index on the left side of the screen. The Java Viewer will then forward to that heading in the report).

Resident Operative Experience Report

Program ID: 4401234567 Program Name: General Surgery Program Name

All Attending All Institutes

For All Resident Roles For All Patient Types For All Rotations

For All Defined Categories

For All CPTs in All Areas and All Types

As Of 7/12/2005

	SC	SJ	TA	FA
<b>SKIN/SOFT TIS</b>				
MAJ LYMPHADENECTOMIES		4	1	2
MAJ EXC & REPGRAFT FOR SKIN NEOPLASM				
SENTINEL LYMPH NODE BIOPSY FOR MELANOMA				
RAD EXCIS SOFT TIS TUMOR				
OTHER MAJOR SKIN/SOFT TIS - DEF CAT CREDIT				
OTHER MAJOR SKIN/SOFT TIS				
<b>Total SKIN/SOFT TIS</b>		<b>4</b>	<b>1</b>	<b>2</b>
<b>HEAD/NECK</b>				
RESECT LESION-LIPS				
RESECT LESION-TONGUE				
RESECT LESION-FLOOR MOUTH/BUCCAL MUC				
PAROTIDECTOMY				
RESECT OTHER SALIVARY GLND				
RADICAL NECK DISSECT				
RESECT MANDIBLE/MAXILLA				
TRACHEOSTOMY				
OTHER MAJOR HEAD/NECK - DEF CAT CREDIT				1
OTHER MAJOR HEAD/NECK				
<b>Total HEAD/NECK</b>				<b>1</b>

6. Output of report: You will get the following options:

Crystal Reports (RPT) (not supported)  
Adobe Acrobat (PDF)  
Microsoft Excel 97-2000  
Microsoft Excel 97-2000 – data only  
Microsoft Word  
Microsoft Word – Editable  
Rich Text format.

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