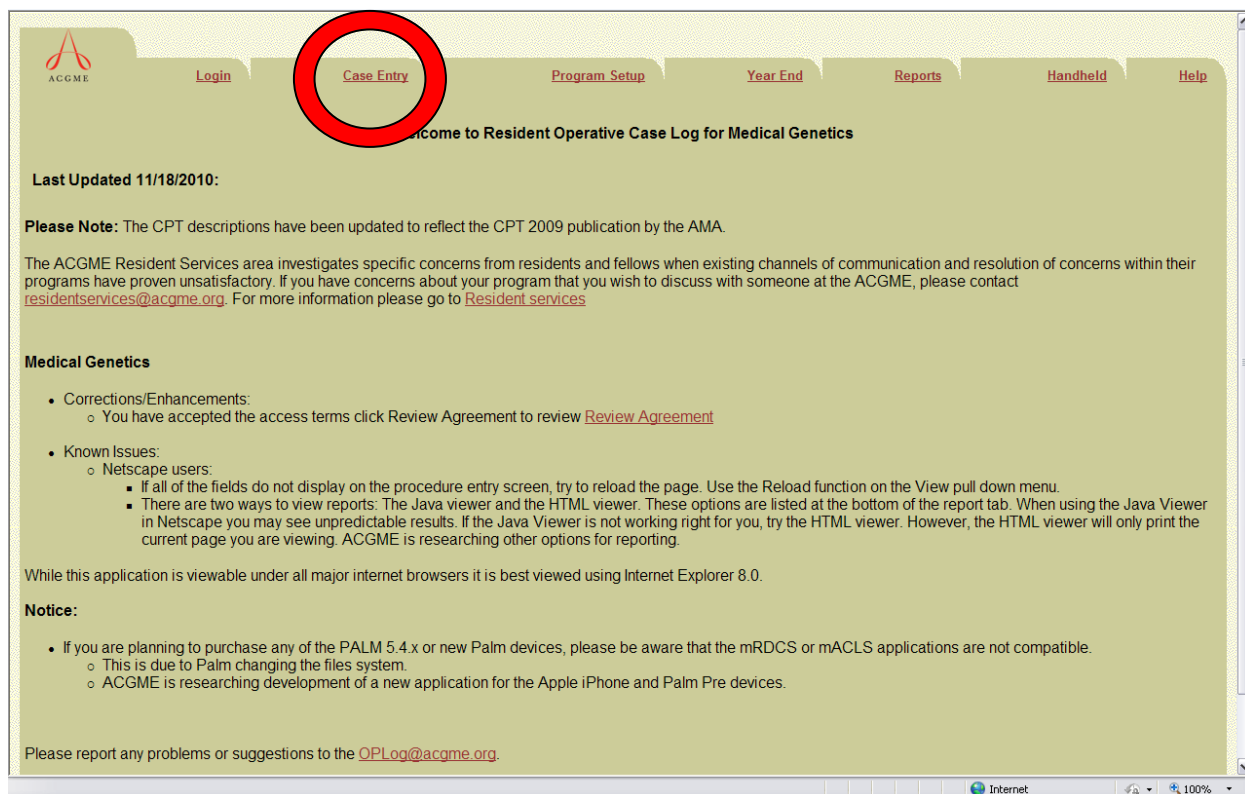


Directions for Case Entry: Medical Genetics Case Log System

- 1) After logging in, select Case Entry from the tabs at the top of the page



- 2) Case/Encounter Menu: select “Add”



- 3) Resident/Supervisor/Institution Information (drop-down information to be added by the program using the Program Setup tab)
 - a) Resident name and year will be prepopulated based on information linked to the resident login ID. If you are not a resident, you must select a resident name from the drop-down box.

ACGME Case/Encounter Entry

Resident: NumberOne, MGRResident
 Supervisor: < Please select a value >
 Institution: < Please select a value >
 Date: 12/16/2011
 Code:
 Comments:
 Save Help Clear Cancel

Resident Year: 2
 Encounter: < Please select a value >
 Patient Age: < Please select a value >

Selected Codes:
 No Code Descriptions have been currently selected for display.
 Remove Code

Full Code Desc:
 Area:
 Type:

b) Select supervisor from the drop-down list (the certification information for each supervisor required by the ABMG has been added by the program)

ACGME Case/Encounter Entry

Resident: NumberOne, MGRResident
 Supervisor: < Please select a value >
 Institution: < Please select a value >
 Date: 12/16/2011
 Code:
 Comments:
 Save Help Clear Cancel

Resident Year: 2
 Encounter: < Please select a value >
 Patient Age: < Please select a value >

Selected Codes:
 No Code Descriptions have been currently selected for display.
 Remove Code

Full Code Desc:
 Area:
 Type:

Supervisor List:
 Collins, medical biochemical geneticist, Francis
 Franklin, genetic counselor, Rosalind
 Irons, medical geneticist, Mira
 Lacks, Clinical Geneticist, Henrietta
 Lander, molecular geneticist, Eric
 McClintock, biochemical geneticist, Barbara
 Mendel, Cytogeneticist, Gregor
 Meselson, molecular genetic pathologist, Matthew
 Sager, CCMG, Ruth
 Welby, cytogeneticist, Marcus

c) Select institution (location where case/encounter took place)

ACGME Case/Encounter Entry

Resident: NumberOne, MGRResident
 Supervisor: Lacks, Clinical Geneticist, Henrietta
 Institution: < Please select a value >
 Date: 12/16/2011
 Code:
 Comments:
 Save Help Clear Cancel

Resident Year: 2
 Encounter: < Please select a value >
 Patient Age: < Please select a value >

Selected Codes:
 No Code Descriptions have been currently selected for display.
 Remove Code

Full Code Desc:
 Area:
 Type:

Institution List:
 General Hospital
 Saint Elsewhere

4) Encounter/Patient Information

- a) Encounter: select one of the four ABMG Logbook primary genetic categories from the drop down list

The screenshot shows the 'Case/Encounter Entry' form. The 'Encounter' dropdown menu is open, displaying the following options: '< Please select a value >', 'Diagnostic Evaluation', 'Genetic Risk Assessment', 'Management/Continue Care', and 'Prenatal Genetics'. The 'Patient Age' dropdown menu is also open, showing: '< Please select a value >', 'Adult (>18Yrs)', 'Adolescent (>12-18Yrs)', 'Child (>1yr-12Yrs)', and 'Infant (0-1yr)'. The 'Resident' field is set to 'NumberOne, MGRResident', 'Supervisor' to 'Lacks, Clinical Geneticist, Henrietta', and 'Institution' to 'Saint Elsewhere'. The 'Date' is '12/16/2011' and 'Case Id' is empty. The 'Code' field has 'Select' and 'Search' buttons. The 'Comments' field is at the bottom.

- b) Patient age: select one of four age ranges

This screenshot is identical to the previous one, but the 'Patient Age' dropdown menu is now open, showing the same options: '< Please select a value >', 'Adult (>18Yrs)', 'Adolescent (>12-18Yrs)', 'Child (>1yr-12Yrs)', and 'Infant (0-1yr)'. The 'Encounter' dropdown menu is now closed and shows 'Genetic Risk Assessment' as the selected option.

- 5) Case/Encounter Date and ID: case date must be the date of the patient encounter; each case must have a unique number and you must be able to identify each case by its entry number if questions arise about a case entry.

- 6) Case Code Entry (each case must have at least one DIAGNOSIS code and five ROLE codes)

- a) DIAGNOSIS code: Hit the "Search" button

This screenshot is identical to the previous ones, but a red circle is drawn around the 'Search' button in the 'Code' field. The 'Encounter' dropdown menu is closed and shows 'Genetic Risk Assessment', and the 'Patient Age' dropdown menu is closed and shows 'Adult (>18Yrs)'.

- i) Select an area from the 7-item “Area” drop down list Do not select “ROLES” when entering a diagnosis code; leave “Type” as “All” and hit “Search”
Narrow the search by entering a term, e.g., breast, in the “CPT/ICD9 Desc” field (shown below)

The screenshot shows the 'CPT/ICD9 Selection' page in a web browser. The page has a header with the ACGME logo and a 'Login' link. On the left, there are input fields for 'Resident' (NumberOne, MGRResident), 'Supervisor' (Lacks, Clinical Geneticist, H), 'Institution' (Saint Elsewhere), 'Date' (12/16/2011), 'Case k', 'Code', and 'Comments'. The main area is titled 'CPT/ICD9 Selection' and contains a text box for 'CPT/ICD9 Desc.' and two dropdown menus for 'Area' and 'Type'. The 'Area' dropdown is open, showing a list of options: 'All', 'All', 'CANCER GENETICS', 'DIAGNOSES AND SYMPTOMS BY SYSTEMS', 'GENERAL GENETICS', 'METABOLIC, NUTRITIONAL, IMMUNOLOGICAL, ENDOCRINE', 'PRENATAL/PERINATAL/NEONATAL', 'PROCEDURAL', and 'ROLES'. The 'Type' dropdown is set to 'All'. Below the dropdowns are 'Search' and 'Cancel' buttons.

This screenshot shows the same 'CPT/ICD9 Selection' page, but with the search criteria entered. The 'CPT/ICD9 Desc.' field contains the text 'breast'. The 'Area' dropdown is set to 'CANCER GENETICS' and the 'Type' dropdown is set to 'All'. A large red arrow points down to the 'Search' button. Another large red arrow points right to the 'Search' button. The 'Search' and 'Cancel' buttons are at the bottom of the main area. The browser's status bar at the bottom shows 'Done' and 'Internet'.

- ii) A list of all ICD9 codes in the selected category appears
- iii) Find the diagnosis from this list and click the “select” link on the right for that diagnosis

The screenshot shows a web application titled "The Search CPT/ICD9 Description Page - Windows Internet Explorer". The URL is <https://www.acme.org/residentdatacollection/srchCPTResults.asp?CPT=breast&Area=1&Type=1&CPTDesc=&AreaDesc=&TypeDesc=>. The page displays a "CPT/ICD9 Selection" window with a table of results. A red arrow points to the "select" link in the right column of the table.

CPT/ICD9	
217 Benign neoplasm of breast	select
V76.10 Breast screening unspecified	select
233.0 Carcinoma in situ of breast	select
233 Carcinoma in situ of breast and genitourinary system	select
V84.01 Genetic susceptibility to malignant neoplasm of breast	select
174.6 Malignant neoplasm of axillary tail of female breast	select
174.9 Malignant neoplasm of breast (female) unspecified site	select
174.1 Malignant neoplasm of central portion of female breast	select
174 Malignant neoplasm of female breast	select
174.3 Malignant neoplasm of lower-inner quadrant of female breast	select
174.5 Malignant neoplasm of lower-outer quadrant of female breast	select
175 Malignant neoplasm of male breast	select
174.0 Malignant neoplasm of nipple and areola of female breast	select
175.0 Malignant neoplasm of nipple and areola of male breast	select
175.9 Malignant neoplasm of other and unspecified sites of male breast	select
174.8 Malignant neoplasm of other specified sites of female breast	select
174.2 Malignant neoplasm of upper-inner quadrant of female breast	select
174.4 Malignant neoplasm of upper-outer quadrant of female breast	select
238.3 Neoplasm of uncertain behavior of breast	select
239.3 Neoplasm of unspecified nature of breast	select
V76.19 Other screening breast examination	select
V50.41 Prophylactic breast removal	select
V76.1 Screening for malignant neoplasms of the breast	select
198.81 Secondary malignant neoplasm of breast	select

- iv) The code fields are populated (code number, full code description, area description and type description)

The screenshot shows the "Selected Codes" section of the application. The code "174 Malignant neoplasm of female breast" is selected. The "Full Code Desc" field is populated with "Malignant neoplasm of female breast". The "Area" field is populated with "CANCER GENETICS" and the "Type" field is populated with "Cancer and Neoplasms".

- b) ROLES: Select at least five (5) roles per case (required by ABMG)
- i) Hit the CPT code “Search” button and select ROLES from the “Area” list

The screenshot shows a web form titled "CPT/ICD9 Selection". On the left, there are fields for Resident, Supervisor, Institution, Date (12/16/2011), Code, and Comments. The "Search" button is circled in red. On the right, the "CPT/ICD9 Selection" section has a text box for "CPT/ICD9 Desc." and two dropdown menus for "Area" and "Type". The "Area" dropdown is open, showing a list of options: All, CANCER GENETICS, DIAGNOSES AND SYMPTOMS BY SYSTEMS, GENERAL GENETICS, METABOLIC, NUTRITIONAL, IMMUNOLOGICAL, ENDOCRINE, PRENATAL/PERINATAL/NEONATAL, PROCEDURAL, and ROLES. The "ROLES" option is highlighted with a red arrow.

- ii) Open the list of “Types” – these are the 11 roles choices allowed by the ABMG
- iii) Highlight a role

This screenshot shows the same "CPT/ICD9 Selection" form, but now the "Type" dropdown menu is open. The "Area" dropdown is still set to "ROLES". The "Type" dropdown list includes: All, Discussion of Diagnosis / Natural History, Documentation and Follow-up, Information Access, Inheritance / Risk Counseling (highlighted with a red arrow), Management / Evaluation Plan, Medical History, Pedigree, Physical Examination, Psychosocial Support / Counseling, Risk Assessment, and Testing Options / Results. At the bottom of the form, there are "Search" and "Cancel" buttons. The "Area" field at the bottom left is set to "CANCER GENETICS".

iv) Hit the “Search” button

The screenshot shows a web application interface for CPT/ICD9 Selection. On the left, there is a sidebar with fields for Resident (NumberOne, MGRResident), Supervisor (Lacks, Clinical Geneticist, H), Institution (Saint Elsewhere), Date (12/16/2011), Code, and Comments. The main content area is titled "CPT/ICD9 Selection" and contains a search form with fields for CPT/ICD9 Desc., Area (ROLES), and Type (Inheritance / Risk Counseling). Below the search form are "Search" and "Cancel" buttons. A large red arrow points to the "Search" button. The browser window title is "The Search CPT/ICD9 Description Page - Windows Internet Explorer" and the URL is "https://www.acgme.org/residentdatacollection/srch_cptdes.asp?dbnam=RDCSpecialty130&prgid=1301234567&special=130".

v) One ICD9 code (V70.0) is shown; click the “Select” link on the right

The screenshot shows the same web application interface as the previous one, but now displaying search results. The "Search" button has been replaced by "Search Again" and "Cancel" buttons. Below the search form, there is a table with one row showing the ICD9 code "V70.0 Routine general medical examination at a health care facility". To the right of this row is a red circle containing the word "select". The sidebar on the left is the same, but the "Area" field now shows "CANCER GENETICS". The browser window title and URL are the same as in the previous screenshot.

- vi) The code fields will automatically be populated (code number, full code description, area description and type description); the “type description” contains the selected trainee role

The screenshot shows the ACGME Case/Encounter Entry form. At the top, there are tabs for Login, Case Entry, Program Setup, Year End, Reports, Handheld, and Help. The Case Entry tab is active. The form contains several fields for Resident, Supervisor, Institution, Date, Case Id, Resident Year, Encounter, Patient Age, and Code. The Code field has a dropdown menu with 'V70.0' selected. Below the Code field, there is a 'Selected Codes' section with a list of codes: '174 Malignant neoplasm of female breast' and 'V70.0 Routine general medical examination at a health care facility'. The 'V70.0' code is highlighted. Below this list is a 'Remove Code' button. To the right of the 'Selected Codes' list, there is a 'Full Code Desc' field with the text 'Routine general medical examination at a health care facility'. Below this, there is an 'Area' field with 'ROLES' selected and a 'Type' field with 'Inheritance / Risk Counseling' selected. At the bottom, there are buttons for Save, Help, Clear, and Cancel. A red arrow points to the 'V70.0' code in the Code field.

- c) Repeat the above sequence four times to enter a total of five roles per case. **Note that there is only one role code (V70.0), which is mapped to multiple areas/types.**
- d) Selection of roles can be done faster by first entering the role code (V70.0) in the code box just beneath the date box
- i) Hit the “Select” button (instead of the “Search” button)

This screenshot is similar to the one above, but it highlights the 'V70.0' code in the Code field with a large red arrow. The 'Selected Codes' list is empty, and the 'Full Code Desc' field is also empty. The 'Area' field is set to 'ROLES' and the 'Type' field is set to 'Inheritance / Risk Counseling'. The 'Save', 'Help', 'Clear', and 'Cancel' buttons are at the bottom.

- ii) Select a specific role from the “Type Description” list (click on “Use this one”)
- iii) The code fields will be automatically populated
- iv) Repeat this sequence as needed to add additional roles

Resident: NumberOne, MGRResident
 Supervisor: Lacks, Clinical Geneticist, H
 Institution: Saint Elsewhere
 Date: 12/16/2011
 Code: V70.0 [Select] [Search]

Comments: Optional: additional information that might identify a patient.

CPT: V70.0 Routine general medical examination at a health care facility
 The CPT you selected is found in multiple areas/types. Please select one from the list below.

Area Description	Type Description	
ROLES	Medical History	Use this one
ROLES	Pedigree	Use this one
ROLES	Physical Examination	Use this one
ROLES	Management / Evaluation Plan	Use this one
ROLES	Testing Options / Results	Use this one
ROLES	Risk Assessment	Use this one
ROLES	Inheritance / Risk Counseling	Use this one
ROLES	Discussion of Diagnosis / Natural History	Use this one
ROLES	Psychosocial Support / Counseling	Use this one
ROLES	Information Access	Use this one
ROLES	Documentation and Follow-up	Use this one

Area: ROLES [Cancel]

ACGME Login Case Entry Program Setup Year End Reports Handheld Help

Case/Encounter Entry

Resident: NumberOne, MGRResident
 Supervisor: Lacks, Clinical Geneticist, Henrietta
 Institution: Saint Elsewhere
 Date: 12/16/2011
 Code: [Select] [Search]

Resident Year: 2
 Encounter: Genetic Risk Assessment
 Patient Age: Adult (>18Yrs)

Comments: Optional: additional information may be added; avoid entering information that might identify a patient.

[Save] [Help] [Clear] [Cancel]

Selected Codes: 3

- 174 Malignant neoplasm of female breast
- V70.0 Routine general medical examination at a health care
- V70.0 Routine general medical examination at a health care

[Remove Code]

Full Code Desc: Routine general medical examination at a health care facility

Area: ROLES Type: Discussion of Diagnosis / Natural History

ACGME Login Case Entry Program Setup Year End Reports Handheld Help

Case/Encounter Entry

Resident: NumberOne, MGRResident
 Supervisor: Lacks, Clinical Geneticist, Henrietta
 Institution: Saint Elsewhere
 Date: 12/16/2011
 Case Id: 1
 Code:

Resident Year: 2
 Encounter: Genetic Risk Assessment
 Patient Age: Adult (>18Yrs)

Comments: Optional: additional information may be added; avoid entering information that might identify a patient.

Selected Codes: 6
 174 Malignant neoplasm of female breast
 V70.0 Routine general medical examination at a health care
 V70.0 Routine general medical examination at a health care
 V70.0 Routine general medical examination at a health care
 V70.0 Routine general medical examination at a health care
 V70.0 Routine general medical examination at a health care

Full Code Desc: Routine general medical examination at a health care facility

Area: ROLES
 Type: Psychosocial Support / Counseling

Done Internet 100%

Note that since the same code is used for all 11 roles, the type description shown in the "Type" box will change as each V70.0 code in the "Selected Codes" box is highlighted.

7) When you are done, hit the "Save" button. You will receive a pop-up confirmation.

ACGME Login Case Entry Program Setup Year End Reports Handheld Help

Case/Encounter Entry

Resident: NumberOne, MGRResident
 Supervisor: Lacks, Clinical Geneticist, Henrietta
 Institution: Saint Elsewhere
 Date: 12/16/2011
 Case Id:
 Code:

Resident Year: 2
 Encounter: Genetic Risk Assessment
 Patient Age: Adult (>18Yrs)

Comments: Optional: additional information may be added; avoid entering information that might identify a patient.

Selected Codes: 6
 V70.0 Routine general medical examination at a health care
 V70.0 Routine general medical examination at a health care
 V70.0 Routine general medical examination at a health care
 V70.0 Routine general medical examination at a health care
 V70.0 Routine general medical examination at a health care

Full Code Desc: Routine general medical examination at a health care facility

Area: ROLES
 Type: Management / Evaluation Plan

Waiting for https://www.acgme.org/residentdatacollection/saveProc.asp?FUNCTION=SAVE&ID=&pid=1301234567&resid=171166&attid=6188& Case/Encounter Saved

8) Reports:

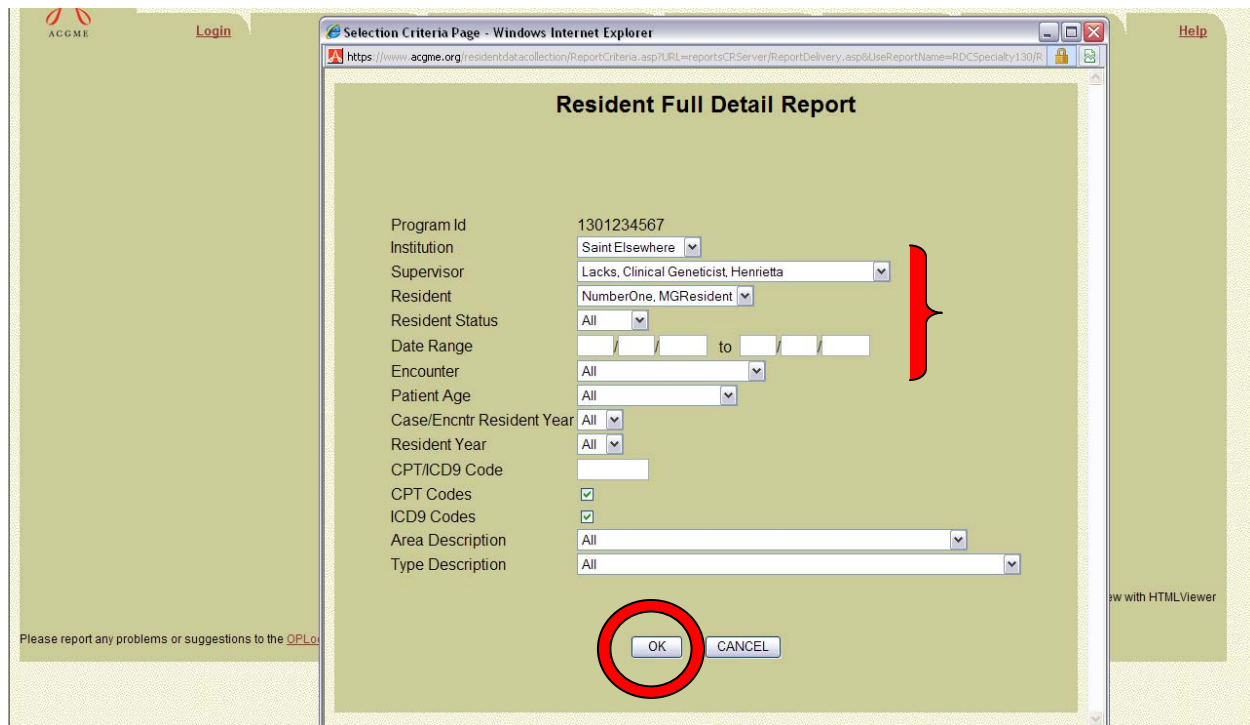
a) Resident Full Detail contains all ICD9 codes per case. Filters may be used to review some or all resident cases that have been entered. To see the report for the case just entered, do the following:


- i) Hit the Reports tab at the top of the screen
- ii) Select Resident Full Detail



iii) To view the case entry shown in this demonstration, filter the results by making the following selections from the drop-down boxes: Institution (Saint Elsewhere); Supervisor (Lacks); Resident (NumberOne, MG Resident).

iv) Hit "OK"





https://www.acgme.org/residentdatacollection/reportsCRServer/ReportDelivery.asp?ProgramId=13012 - Windows Internet Explorer

https://www.acgme.org/residentdatacollection/reportsCRServer/ReportDelivery.asp?ProgramId=1301234567&UseReportName=RDCSpecialty130/ResProcDetail130.rpt&InstId=

Close

1 / 14 Main Report 100% BUSINESS OBJECTS

NumberOne, MGR

Medical Genetic Resident Record Report

Program ID: 1301234567 Program Name: Medical Genetic Test Program
Henrietta Lacks, Clinical Geneticist at Saint Elsewhere
MGRResident NumberOne
For Case/Encntrs in All Years For All Competence Levels For All Patient Ages
For All CPT/ICD9 Codes in All Areas and All Types
As Of 12/16/2011

Resident Name: NumberOne, MGRResident Current Year: 2

Date: 11/4/2011 Resident Year: 2			
Attending: Henrietta Lacks, Clinical Geneticist		Patient Age: Adult (>18Yrs)	Case ID: 1
Institution: Saint Elsewhere			

Area	Type
CANCER GENETICS	Cancer and Neoplasms
174 Malignant neo female breast	
ROLES	Discussion of Diagnosis / Natural History
V70.0 Routine medical exam	Documentation and Follow-up
V70.0 Routine medical exam	Information Access
V70.0 Routine medical exam	Inheritance / Risk Counseling
V70.0 Routine medical exam	Psychosocial Support / Counseling
V70.0 Routine medical exam	

Comments: Optional: additional information may be added; avoid entering patient identification information

View with HTMLViewer

Contact the Oplog Help Desk with questions about using the Medical Genetics Case Log System: Oplog@acgme.org