



ACGME-I Case Logs

QUICK GUIDE for Faculty and Staff in General Surgery

A **Quick Guide** to interpreting reports

Consider the following when reviewing resident case log reports or counselling residents on their case log entry:

1. Only the following resident roles for each case are counted toward minimum case requirements
 - All cases as Surgeon Chief and Surgeon Junior will count toward Total Major cases.
 - Only the first 50 cases performed as a Teaching Assistant will count toward a resident's Total Major cases.
 - Cases logged as Teaching Assistant may not count toward the 150 minimum cases needed during the Chief Year.
 - Only primary credit procedures count toward meeting minimum requirements.
 - In the pediatric surgery category, at least 50 percent of the cases (or 10 cases) must be performed as Surgeon Chief, Surgeon Junior or Teaching Assistant. No more than 50 percent of the cases (or 10 cases) can be performed as First Assistant.
2. Residents can count multiple procedures on one case if two residents perform different procedures on the same patient, then each may take credit as Surgeon.
3. When more than one resident is involved in the same patient/same day/same operation/same procedure, a senior resident may take credit as Surgeon, while the other residents may take credit as First Assistant. A senior resident may take credit as a Teaching Assistant while a more junior resident takes credit as Surgeon Junior.
4. A resident can take credit for one procedure performed on any one patient on a given day.
5. The following definitions are used in case entry fields:
Resident Role
 - **Surgeon Chief:** Resident has performed a case in the role of Surgeon during the 12 months of Chief Year.
 - **Surgeon Junior:** For cases performed prior to the Chief Year, the resident has substantial responsibility for the case and performs over 50% of the surgical procedure.
 - **First 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% of the surgical procedure. Cases performed in the role of First Assistant cannot be counted toward the total number of major cases.
 - **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.

Patient Type

- **Adult:** greater than or equal to 13 years of age at the time of surgery
- **Pediatric:** less than 13 years old at the time of surgery

Available Reports

<i>Experience by Role</i>	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
<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 were 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 Detail Report</i>	All information for each case entered into the case log system is displayed in this report, making it most useful for getting an in-depth view of a resident's experience during a defined period. For example, this report could be generated for each resident for the preceding 3-month period and used as part of the quarterly evaluation meeting with the program director or designated faculty mentor. The use of filters can provide additional insight into the resident's activities.
<i>Code Summary report</i>	This report provides the number of times each procedure or CPT code is entered into the case log system by the program's residents. Filtering by specific CPT code, attending, 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 these codes can determine if cases are being correctly entered.
<i>Surgery Defined Category and Minimums Report</i>	<p>This report will track resident progress toward achieving minimum numbers. A separate report should be generated for each resident using the default settings.</p> <p>The Defined Category portion of the report on the far right of the spreadsheet only reflects procedures completed as Surgeon Chief and Surgeon Junior. All other roles are not reflected in this report. The Total Majors (TTL MAJ) category does not equal all the defined categories added together. The details from this category can be found on the Resident Experience by Role report. TTL MAJ counts all procedures as Surgeon Chief and Surgeon Junior up to and including Operative Trauma.</p>

	Pediatric cases count only those procedures listed under Pediatrics for the Defined Category and also when the patient type 'Pediatrics' is entered for appendectomy, open or laparoscopic.
<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.

For technical support with Accreditation Data System (ADS) and the Case Log System, email ads@acgme.org.