

ACGME-I Case Logs
QUICK GUIDE for Faculty and Staff in
Orthopaedic 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. The following are definitions for the resident role options:

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

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 Assistant do not count toward minimums

Teaching Assistant: A senior resident (PGY 3, 4 or 5) 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 for each case are counted toward minimum case requirements.
3. Only Orthopaedic cases can be entered. Cases completed on other services, such as neurological surgery, must not be entered. Only procedures listed for primary credit may be counted toward minimum case requirements.
4. Residents can count multiple procedures on one case if more than one distinct surgical procedure is performed during a single session of anesthesia. Each procedure may be entered for primary credit as applicable. For example, in a case of polytrauma, there may be one procedure to repair a fractured femur, and a separate procedure to repair a fractured tibia. Two separate case logs, each as a primary procedure, should be submitted if the resident participates in both procedures. Similarly, if bilateral procedures are done in the same setting, such as bilateral total knee arthroplasties, two separate cases as primary procedures may be entered.
5. The following definitions are used in case entry fields:
 - Patient Type
 - Adult: 17 years or older at the time of the surgery
 - Pediatric: Younger than 17 years at the time of the surgery
 - Case Type
 - Oncology Patient: Any patient for whom the procedure diagnosed or treated is primary or metastatic, benign or malignant, bone or soft tissue tumors.
 - Microsurgery: The procedure involved a microscope in the repair of a nerve or vessel.

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>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.
<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 webads@acgme.org