

# How to Log Procedures and Diagnoses

1. Log in to E-Value – [www.e-value.net](http://www.e-value.net) and choose *the Diagnosis and Procedure Tracking* program (NOT the clerkship you are in)
  - a. If you need help with your log-in information, contact *med-eval@umn.edu*

## Program Selection

You are associated with more than one program within E\*Value.

Please select the program you wish to work with at this time:

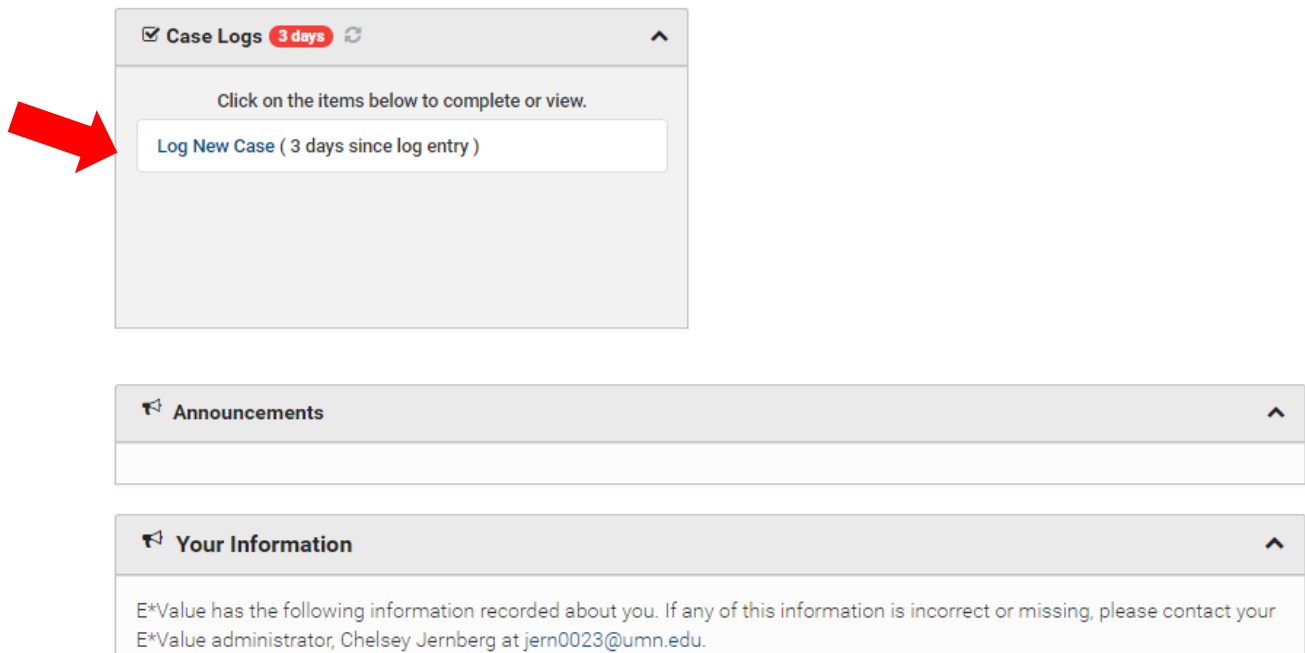


A screenshot of a web application's program selection dropdown menu. The menu is open, showing a list of 20 programs. A red arrow points to the option 'UMN, Diagnosis and Procedure Tracking'. The programs listed are:

- UMN, \*School of Medicine
- UMN, Anesthesiology Clerkship
- UMN, Dermatology Clerkship
- UMN, Diagnosis and Procedure Tracking
- UMN, Education in Pediatrics Across the Continuum (EPAC)
- UMN, Emergency Medicine Clerkship
- UMN, Family Medicine Clerkship
- UMN, Internal Medicine Clerkships
- UMN, Internal Medicine Elective Courses
- UMN, Internal Medicine Residency
- UMN, Lab Medicine & Pathology Clerkship
- UMN, Neurology Medical Student Courses
- UMN, Neurosurgery Clerkships
- UMN, OB/GYN Clerkships
- UMN, Ophthalmology Clerkship
- UMN, Orthopaedic Clerkship
- UMN, Otolaryngology Clerkships
- UMN, Pediatric Clerkships
- UMN, Pediatrics Department - REPORTING ONLY
- UMN, Physical Medicine and Rehab Clerkship

Continue Login ->

2. Click “Log New Case”



3. Fill in the “Main” section of the case log:

### Log New Case

**Main**

Interaction Date \*  
9/22/2016

Clerkship \*

Site \*

Notes

- Interaction Date: The day the procedure and/or diagnosis occurred
- Clerkship: The clerkship that the procedure or diagnosis occurred in (or LIC)
- Site: The site the procedure or diagnosis took place at
  - If your site isn't listed, please email [med-eval@umn.edu](mailto:med-eval@umn.edu) to have it added
- Notes: Fill in any notes you want to track about the encounter

#### 4. Fill out the filter for the Diagnosis or the Procedure

**Diag:**

Group: All Groups

Diag: \* Filter:

- Abdominal pain, acute, pancreatitis
- Abdominal pain, chronic
- Addiction/substance abuse
- Anemia
- Anxiety
- Asthma
- Bacteremia/Sepsis
- Bipolar disorder
- Cancer

Select your role in the diagnosis: \*

Primacy	Diag	Your Role	Remove	Move
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**Procedures:**

Group: All Groups

Procedure: \*

- Adult Well Care
- Basic Life Support
- Behavior Change Counseling including at least one smoking cessation
- Cardioversion
- Central line placement
- Cesarean delivery
- Coma exam
- Epistaxis management
- Eye exam with fluorescein staining

Select your role in the procedure: \*

Primacy	Procedure	Your Role	Remove	Move
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\* Required for Diagnoses Only  
\* Required for Procedures Only  
\* Required for Both

1. Sorting by group isn't needed
2. Choose the Diagnosis
3. Select your role in the diagnosis or procedure
4. Click "Add Diagnosis"

(Same process for Procedures)

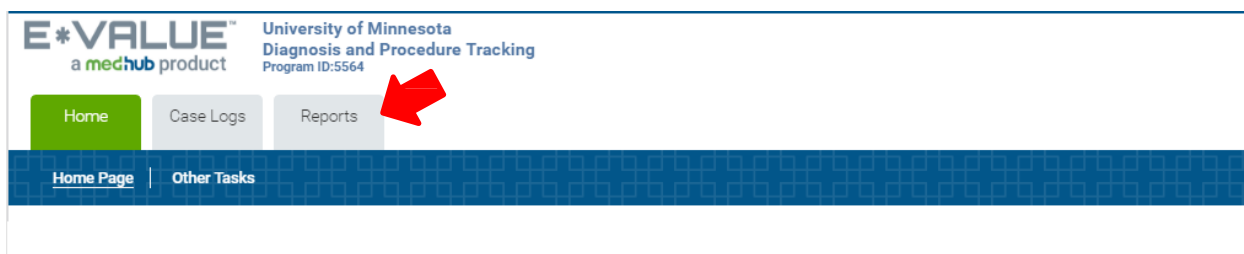
\*You can add multiple procedures and diagnoses on this same page

- When all procedures and diagnoses have been added for the day you are logging, hit "Save Record" at the bottom

#### 5. Any questions can be sent to med-eval@umn.edu

# How to Check Case Log Progress

1. Log into E-Value ([www.e-value.net](http://www.e-value.net)) and log in with your E-Value username and password. If you're having trouble logging in, email [med-eval@umn.edu](mailto:med-eval@umn.edu)
2. Choose "Reports"



3. From here you have a few different options for reports -- To view the requirements that you have met, and the ones that you still need to complete, use the Diagnosis Summary by Trainee report or the Procedure Summary by Trainee report.



## Reports

Search  Filter By

### Case Log Reports

[Diagnosis Count](#)

[Diagnosis Logs by Trainee](#)

[Diagnosis Summary by Trainee](#)

[Procedure Count](#)

[Procedure Logs by Trainee](#)



[Procedure Summary by Trainee](#)




#### 4. Complete the filter

### Diagnosis Summary by Trainee

Filter Template: {Select a Template} ▾


Start Date: 06/07/2016  End Date: 09/07/2016 

Site Group: {All Site Groups} ▾

Site Filter:  {Active Sites} ▾ **Filter** 


Site: {All Sites} ▾

Clerkship Group: {All Clerkship Groups} ▾

Clerkship Filter:  {Active Clerkships} ▾ **Filter** 

Clerkship: {All Clerkships} ▾

Subject Current Rank: {All Ranks} ▾

Form Refresh: **Refresh** 

Trainees:

Diagnosis Group: {Select a Diagnosis Group} ▾

Diagnoses: {All Diagnoses} ▾  
Abdominal pain, acute, pancreatitis  
Abdominal pain, chronic  
Addiction/substance abuse  
Anemia

Trainee's Role: {All Roles - Summary View} ▾  
{All Roles - Detailed View}  
Diagnosis - Observed Other(s)  
Diagnosis - Video/Paper/Web Case  
Diagnosis - Actual Patient - Performed

Confirmation Status: {All Statuses} ▾

Format Option: HTML ▾

**Save Template** **Next ->**

Make sure to change the dates to when you started rotations!

Hit 'Next'

**5. This page will show which requirements you have met, and which you are still missing**

Procedure Name	Required	Total Completed	Remaining
<a href="#">Adult Well Care</a>	1	1	Requirement Met
Basic Life Support	1	0	1
<a href="#">Behavior Change Counseling including at least one smoking cessation</a>	2	1	1
Cardioversion	1	0	1
Central line placement	1	0	1
Cesarean delivery	1	0	1
<a href="#">Coma exam</a>	1	3	Requirement Met
Epistaxis management	1	0	1
Eye exam with fluorescein staining	1	0	1
Fetal ultrasound	1	0	1
Foley placement-Female	1	0	1
Foley placement-Male	1	0	1
Glucose Meter Testing	1	0	1
Hemorrhage control	1	0	1
Hysterectomy	1	0	1
<a href="#">IV access</a>	1	1	Requirement Met
<a href="#">NG/OG tube insertion</a>	1	1	Requirement Met
Pregnancy - initial prenatal	1	0	1
Pregnancy - labor and delivery	1	0	1
Pregnancy - perinatal	1	0	1
Pregnancy - postpartum	1	0	1
Pregnancy - second trimester	1	0	1
Throat swab	1	0	1
<a href="#">Universal precautions/Sterile technique</a>	1	1	Requirement Met
Well Adult Hyperlipidemia and Immunization	1	0	1
Well Child or Adolescent	1	0	1
Well Female Adult with pelvic exam	1	0	1
Well Infant	1	0	1
Well Male Adult	1	0	1
Well Newborn	1	0	1
Well Senior	1	0	1
Wound care and/or burn care	1	0	1

**6. Any questions can be directed to the Assessment & Evaluation Team at [med-eval@umn.edu](mailto:med-eval@umn.edu)**