



ACGME-I Case Logs **QUICK GUIDE** for Residents in Plastic Surgery

Consider the following when entering your cases or reviewing Case Log reports:

1. All resident roles and both primary and secondary procedures count toward minimum case requirements.
2. Residents can count multiple procedures on one case; however, one procedure must designated as primary.

Case ID	Indicate a unique patient identifier to allow tracking of the patient to the procedure.
Resident Program Year and Resident Year of Case	Enter your categorical year in the specialty at the time of the case. You can adjust the Resident Year of Case field to a prior year if you wish to backdate a case.
Date	Enter the date the procedure was performed. Do not enter the date the case was entered into the system.
Resident Role	Indicate the resident's role in the case: Surgeon - Resident has substantial responsibility for the case and performs over 50 percent of the surgical procedure under appropriate faculty supervision. 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 percent of the surgical procedure. 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 percent of the surgical procedure.
<i>Attending</i>	Select the attending physician who supervised the case. All attending physicians should be available from the dropdown box. If the attending is not listed, inform the program coordinator who can add the faculty member to ADS.

For technical support or questions regarding the Accreditation Data System (ADS) and the Case Log System, e-mail ADS@acgme.org.