

 <p>Mercy MEDICAL CENTER DES MOINES <small>A member of Mercy Health Network</small></p>	GME Department Policy		Page 1 of 1
	PROCEDURE-CASE DOCUMENTATION		Effective Date: January, 2014 Reviewed:

POLICY:

Mercy Medical Center Residency Programs require residents to document their clinical education by maintaining accurate logs of patient encounters and procedures during their residency programs.

PROCEDURES:

1. Based on individual program and specialty board requirements, residents must periodically submit logs to the Program Director for review.
 - American College of Osteopathic Surgeons requires utilization of the Operative Log Collection Site at www.oplog.org with printed copies of the summary report submitted with annual reports. Ongoing data entry is encouraged.
2. Program Directors responsible for validating logs and monitoring volumes against specialty college requirements.
3. Residents who do not maintain and submit logs as required by their programs will be subject to disciplinary action.
4. Program Coordinators responsible to maintain logs in resident files. When Op Log is utilized, a copy of the annual summary log will be saved electronically in the resident's file.

Signature

Title