During each rotation, you will receive a pre-determined set of cards to keep track of your patients as well as disease and procedure experience. On these cards, you will track the type of encounter you experience:

Assigned: Cases in which you have written an H&P, consult or progress note; these patients can be seen on an inpatient or outpatient basis.

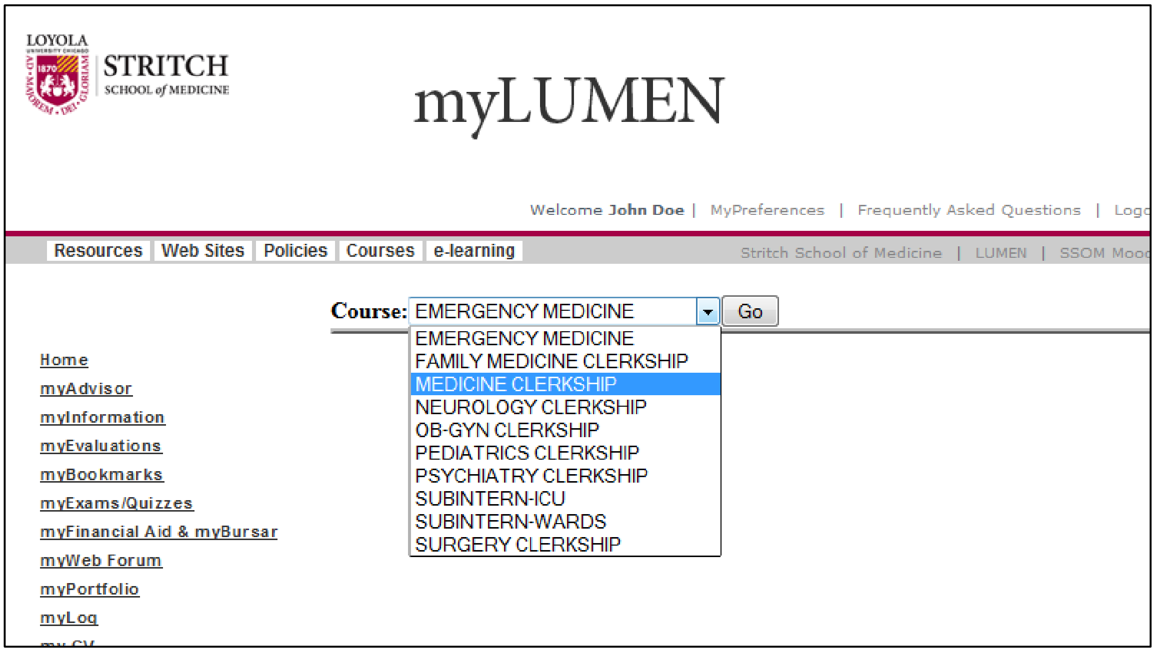
Not Assigned: Problems observed on team round or in clinic where you did not actively participate in the care of a patient.

Simulation: These experiences include viewing videos, using computer aided modules, standardized patients, etc.

My Log Data

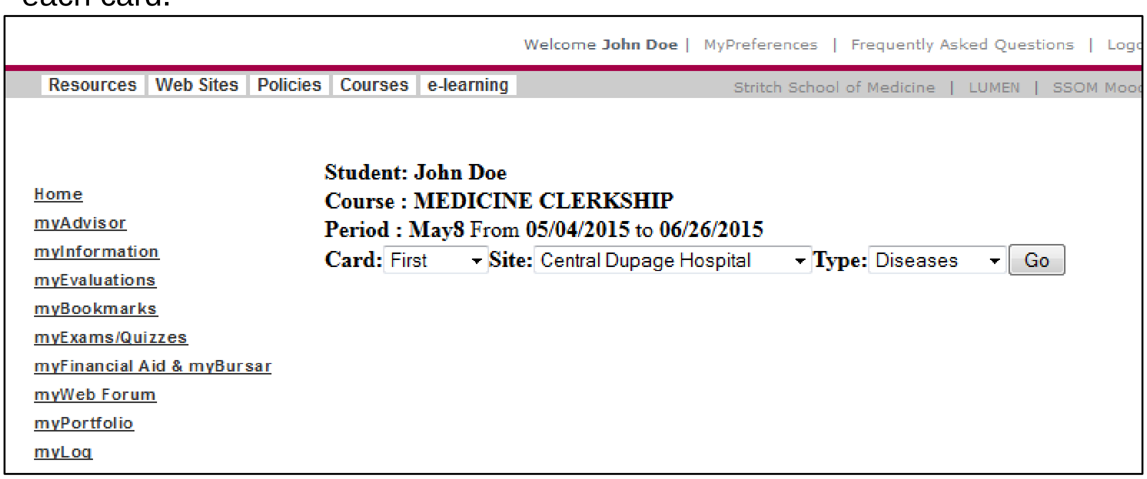
1. To begin to transfer the data from your cards into the online log system, log into myLUMEN, and click myLog in the left-hand menu.

2. Click on My Log Data, and select the appropriate clerkship from the available drop-down list:

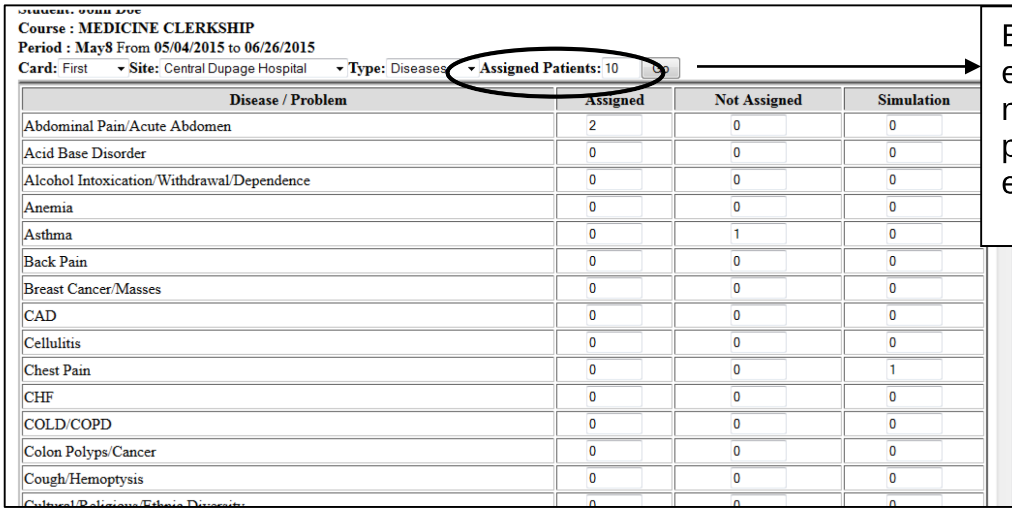


3. Note there are three pre-filled drop-down lists:

- **Card:** Select the appropriate card number which you are entering; rotations have between 1-4 cards each. If a rotation has three cards, then you are expected to enter all three in the online system.
- **Site:** Select the appropriate location at which you did your rotation.
- **Type:** Select either Disease or Procedures from the drop-down list to enter the appropriate information. You will need to enter both Diseases and Procedures for each card.



4. Press Go when you have selected the information you would like to enter. Begin by entering the total number of patients you encountered. If you are entering diseases, you will see a list of diseases that you may see on that rotation. Enter the number of Assigned, Not Assigned and Simulated encounters you had next to each one:



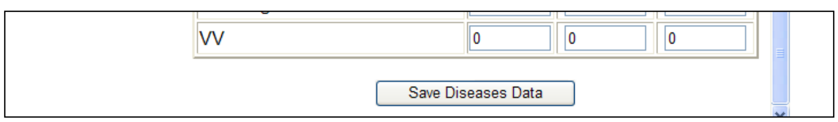
Course : MEDICINE CLERKSHIP
Period : May8 From **05/04/2015** to **06/26/2015**
Card: First **Site:** Central Dupage Hospital **Type:** Diseases **Assigned Patients:** 10 Go

Disease / Problem	Assigned	Not Assigned	Simulation
Abdominal Pain/Acute Abdomen	2	0	0
Acid Base Disorder	0	0	0
Alcohol Intoxication/Withdrawal/Dependence	0	0	0
Anemia	0	0	0
Asthma	0	1	0
Back Pain	0	0	0
Breast Cancer/Masses	0	0	0
CAD	0	0	0
Cellulitis	0	0	0
Chest Pain	0	0	1
CHF	0	0	0
COLD/COPD	0	0	0
Colon Polyps/Cancer	0	0	0
Cough/Hemoptysis	0	0	0

Be sure to enter the total number of patients encountered.

***NOTE:** One patient may present with multiple diseases (chest pain, diabetes, etc.). All of these diseases should be captured in your log. In this manner, you will likely have many more diseases than patients listed in your log.

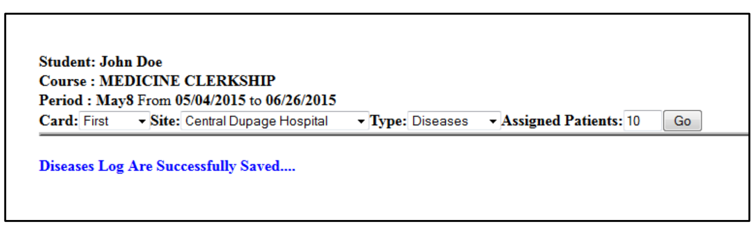
5. When you have entered all your information, be sure to click the Save Diseases Data button at the bottom of the window:



VV	0	0	0

Save Diseases Data

You will receive a confirmation that you have successfully entered your information:

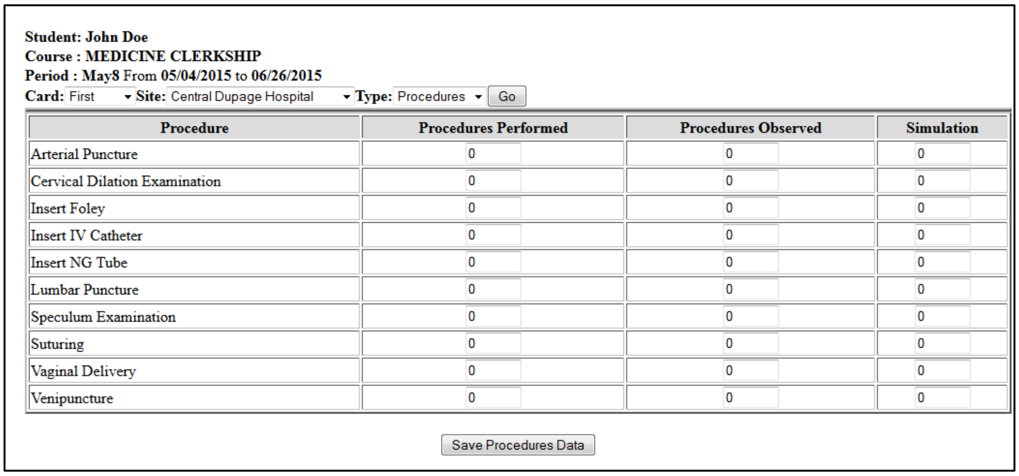


Student: John Doe
Course : MEDICINE CLERKSHIP
Period : May8 From **05/04/2015** to **06/26/2015**
Card: First **Site:** Central Dupage Hospital **Type:** Diseases **Assigned Patients:** 10 Go

Diseases Log Are Successfully Saved....

***NOTE:** In order to avoid mistakes, change the Type field on this confirmation window in order to open the Procedures list for the same card and site.

6. Changing the Type field to Procedures on the confirmation page will allow you to enter the Procedure information from your card into the online application:



Student: John Doe
Course : MEDICINE CLERKSHIP
Period : May8 From **05/04/2015** to **06/26/2015**
Card: First **Site:** Central Dupage Hospital **Type:** Procedures Go

Procedure	Procedures Performed	Procedures Observed	Simulation
Arterial Puncture	0	0	0
Cervical Dilation Examination	0	0	0
Insert Foley	0	0	0
Insert IV Catheter	0	0	0
Insert NG Tube	0	0	0
Lumbar Puncture	0	0	0
Speculum Examination	0	0	0
Suturing	0	0	0
Vaginal Delivery	0	0	0
Venipuncture	0	0	0

Save Procedures Data

Enter all of your procedure data into the form, and Click the Save Procedures Data button at the bottom of the form. You will receive a confirmation that your data has been saved.

Student: John Doe
Course : MEDICINE CLERKSHIP
Period : May8 From **05/04/2015** to **06/26/2015**
Card: First **Site:** Central Dupage Hospital **Type:** Procedures Go

Procedures Log Are Successfully Saved....

7. Once your data has been saved, you can make changes, or delete entries by clicking myLog in the left-hand menu and selecting My Log Data:

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John Doe

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Diseases Log

Course Name	Period	Card	Site	Assigned Patients	Problems Assigned	Not Assigned	Simulation	Edit	Delete
MEDICINE CLERKSHIP	May8	1	Central Dupage Hospital	10	2	1	1	EDIT	DELETE
ADD A NEW CLERKSHIP DISEASE/PROCEDURE LOG									

Procedures Log

Course Name	Period	Card	Site	Performed	Observed	Simulation	Edit	DELETE
MEDICINE CLERKSHIP	May8	1	Central Dupage Hospital	0	0	0	EDIT	DELETE
ADD A NEW CLERKSHIP PROCEDURE LOG								

- **Edit:** Click edit to open the Diseases or Procedures entry form and make changes directly on the form.
- **Delete:** Click delete to delete your data from the application. A confirmation window will open to confirm that you want to complete the deletion process:

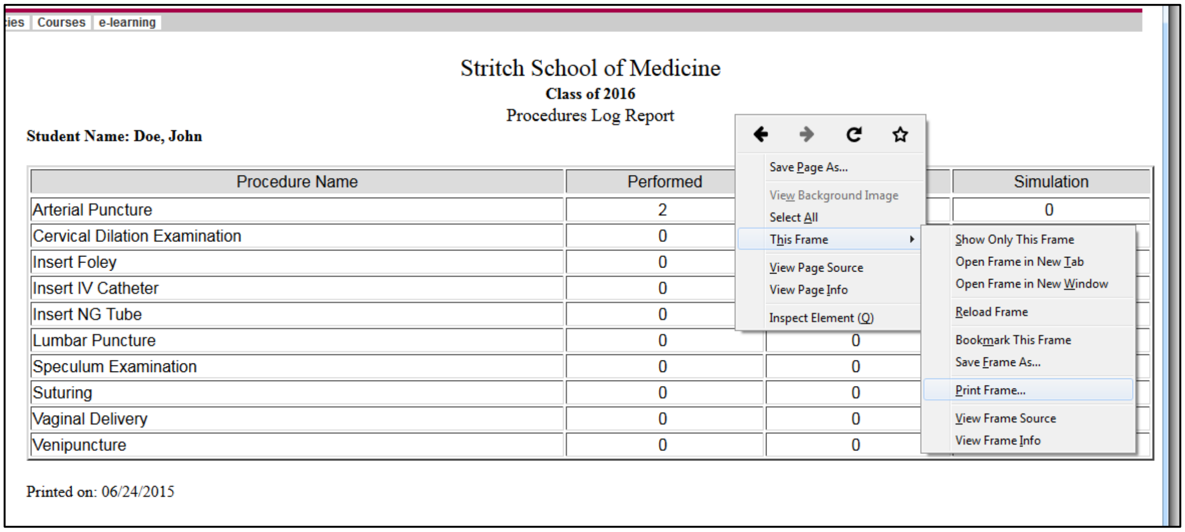
*****NOTE:** You can only make changes up to two weeks following the end of the rotation. After this time, you will no longer be able to edit your information. The Edit and Delete options will be replaced with a View option:

Diseases Log

Course Name	Period	Card	Site	Assigned Patients	Problems Assigned	Not Assigned	Simulation	Edit	Delete
MEDICINE CLERKSHIP	7ABC	1	MacNeal IP	0	42	5	3	VIEW	N/A
MEDICINE CLERKSHIP	7ABC	2	Hines_General_Medicine 5	15	51	1	0	VIEW	N/A
MEDICINE CLERKSHIP	7ABC	3	MacNeal OP	20	63	13	0	VIEW	N/A
OB-GYN CLERKSHIP	6BC	1	Loyola	22	21	7	3	VIEW	N/A
PEDIATRICS CLERKSHIP	6AB	1	LaGrange Community Nurse	0	64	0	0	VIEW	N/A
PEDIATRICS CLERKSHIP	6AB	2	St. Alexius Medical Center IP	9	9	0	1	VIEW	N/A
SURGERY CLERKSHIP	5ABC	1	Loyola Opthalmology	0	7	0	0	VIEW	N/A
SURGERY CLERKSHIP	5ABC	2	Loyola Peripheral Vasucular	2	6	10	0	VIEW	N/A
SURGERY CLERKSHIP	5ABC	3	Resurrection General Surgery 1	34	34	5	0	VIEW	N/A
SURGERY CLERKSHIP	5ABC	4	Hines General Surgery 1	41	46	0	39	VIEW	N/A
ADD A NEW CLERKSHIP DISEASE/PROCEDURE LOG									

My Log Procedures

To view a report of all of the procedures you have conducted throughout ALL of your clerkships, click myLog>My Log Procedures:



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Class of 2016
Procedures Log Report

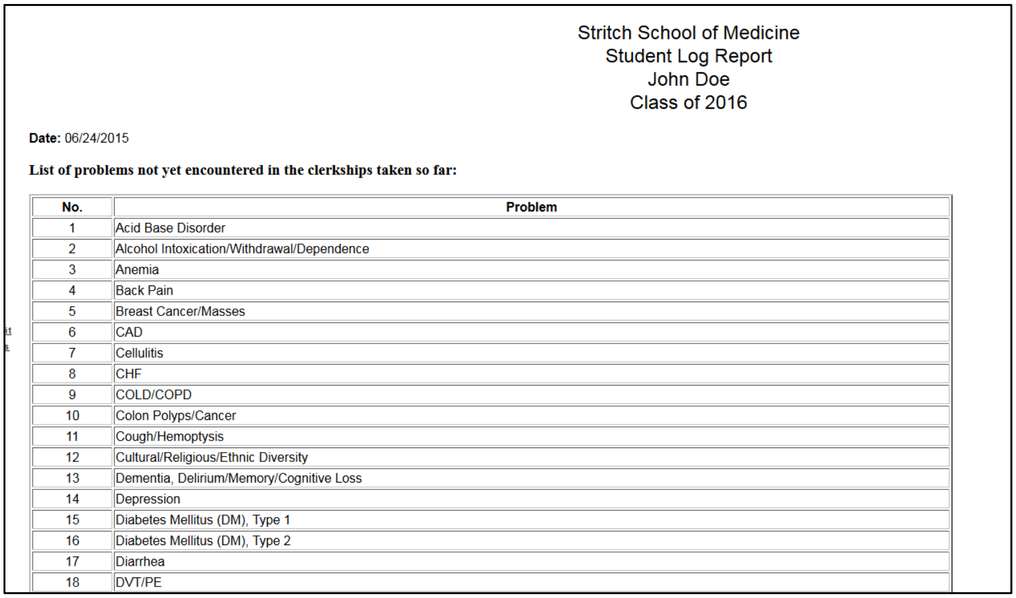
Student Name: Doe, John

Procedure Name	Performed		Simulation
Arterial Puncture	2		0
Cervical Dilation Examination	0		
Insert Foley	0		
Insert IV Catheter	0		
Insert NG Tube	0		
Lumbar Puncture	0	0	
Speculum Examination	0	0	
Suturing	0	0	
Vaginal Delivery	0	0	
Venipuncture	0	0	

Printed on: 06/24/2015

Problems Not Encountered

To view a list of procedures that you have not yet encountered, select myLog>Problems Not Encountered. This list is intended to help you identify areas that you need to address, and be proactive about seeking out opportunities to encounter them:



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Student Log Report
John Doe
Class of 2016

Date: 06/24/2015

List of problems not yet encountered in the clerkships taken so far:

No.	Problem
1	Acid Base Disorder
2	Alcohol Intoxication/Withdrawal/Dependence
3	Anemia
4	Back Pain
5	Breast Cancer/Masses
6	CAD
7	Cellulitis
8	CHF
9	COLD/COPD
10	Colon Polyps/Cancer
11	Cough/Hemoptysis
12	Cultural/Religious/Ethnic Diversity
13	Dementia, Delirium/Memory/Cognitive Loss
14	Depression
15	Diabetes Mellitus (DM), Type 1
16	Diabetes Mellitus (DM), Type 2
17	Diarrhea
18	DVT/PE