

AY0809 - Generic UMEDS Logging Instructions

- **You are only required to enter one encounter for each targeted learning objective within each clerkship.** However, feel free to log in all patients as outlined above, if you cannot recall whether you have seen a particular learning objective.
- **If you are unable to meet each target,** please be sure to speak to your Clerkship/Site Director to discuss alternate patient experience options (e.g., simulation, online or paper cases, alternate site experience). In addition, all targets must be met by the end of each block. It is important to note that aggregate student reports are routinely disseminated to each clerkship director to monitor student compliance.
- **Remember, we are logging learning objectives, NOT diagnoses.** Thus you will not find MI on the list, but you will find chest pain...you will not find atopic dermatitis, but you will find skin lesion/rash...you will not find diabetic diet counseling, but you will find treatment plan counseling. When choosing level of participation, consider “performing” or “observing” a work up of the learning objective.
- Students can log in patient encounters on their PDAs BUT “synchronize” at a different point in time. The synchronization must occur using the cradle connected to the student’s laptop/desktop. Be sure to complete all logging and synchronizing by midnight of the last day of each clerkship block.
- The UMEDS website is: <http://umeds.umassmed.edu>
- Your username and password are your PeopleSoft username, and the word “password” when you first sign in. You can then personalize the password.

The UMEDS logging system is pretty self-explanatory once you take a few minutes to become familiar with it:

1. You must make a “selection” from each drop down list. You will notice that your last “selection” for location, setting, & patient type will appear by default. This feature should save you time when submitting multiple encounters.
2. For the Clinical Skills section, items are usually automatically added to the box on the right side of screen, however, sometimes with multiple selections you may need to use the "add" button. You must select the appropriate arrow to remove an item if you select it in error, or to add another item if you want to log more than one learning objective for a patient encounter.
3. The "participation" box lists “performed” and “observed”. Select “performed”, if you assisted in the encounter.
4. Please review the accuracy of each encounter form before hitting “submit”.

You must have the UMEDS software program loaded onto your desktop/laptop AND PDA by July 14, 2008.

The UMWHelpDesk is your resource for any technical problems connected to using UMEDS including password or access problems. While Len Levin in the Lamar Soutter Library (x66028) can assist with initial syncing and downloading of the program onto your PDA, if he is NOT able to help you, please be sure to contact the UMWHelpDesk (x68643) or email at: UMWHelpdesk@umassmed.edu .