

The timely reporting of resident case log data is essential to be assured that the resident maintains a complete and accurate record of the actual cases completed and that faculty can make an accurate evaluation of the resident's status at any particular time. Accurate case log data also provide data for faculty to determine areas where residents might fall short in their training so that appropriate adjustments can be made.

Residents should enter cases on a daily basis with weekly entries being the minimal acceptable time frame for entries. Case log reporting will be monitored on a weekly basis. Residents who do not comply with this policy will be contacted and will be required to make up deficiencies within 72 hours. Failure to comply may result in a letter of reprimand placed in the resident files; less than satisfactory "professionalism" evaluations and/or assignment of additional talks for the resident conferences.

Please make sure that all procedures are logged – pay specific attention to logging laryngoscopies (direct and indirect) as well as lacerations. The RRC considers the total number of procedures as well as individual procedures in their analyses of programs.