



Frequently Asked Questions (Residency Directors and Coordinators)

What if I forgot my password? Click on the 'Forgot Password' link on the sign-in page. Enter your email address on file in PRR, answer your security question, and then you can reset your password. Note that entering the wrong password too many times will lock your account. To unlock your account, ***please contact PRR Support at support@podiatryrr.net or call 415-553-7810.***

Is there a user manual for PRR? Yes, you can find the user manual under the ***User Guide tab: User Manual.***

Are there helpful references in PRR? Yes, under the ***User Guide tab: Documents,*** program directors, coordinators, and residents can find useful references such as the ***CPME 320 document (see Appendix A)*** for MAV/Diversity requirements and CPME's ***Proper Logging Guide*** for logging questions.

What are CLAD errors? The Clinical Log Audit Detail (CLAD) report audits a resident's case logs for errors, based on the requirements and guidelines published in the CPME 320 and Proper Logging Guide. Definite errors must be corrected before logs can be submitted. Possible errors do not prevent logs from being submitted but must either be corrected by the resident or program director or cleared by the program director. ***Please refer to the User Guide tab: User Manual: Reports: CLAD report for more information.***

There are three ways in which a program director can address an error:

- Click on the case number and modify the procedure to correct it. The procedure must be un-verified to modify it. You can un-verify a verified procedure directly from the CLAD report by checking the 'Un-verify' box next to the procedure.
- Clear the procedure by checking the box under the 'Clear' column.
- Check the box under 'Notify Resident' to send the resident an email and a notification in PRR to correct the error. You can include a message in the pop-up window. Remember to first un-verify the procedures if they have already been verified, which you can do within the report, before sending a notification to the resident.

What requirements must be met before a program director can graduate a resident in PRR? All logged procedures must be verified, MAV/Diversity and total podiatric surgical case requirements must be met, and the resident's CLAD report must not contain any possible errors. ***Directors, please refer to the User Management tab: Graduating Residents page for more information.***

After the program director has verified all logs and right before graduating a resident in PRR, please have the resident download their case logs and reports. After graduation, residents no longer have access to PRR, but they can contact PRR Support at support@podiatryrr.net or 415-553-7810 to send them their case logs.

How do I add new and transfer residents to my program at the beginning of the training year? There is a process in PRR called Ordering. Ordering takes place June 1 – August 31 each year when you can add new residents, transfer residents to your program, and register them for the ABFAS and/or ABPM In-training exams. Prior to June 1, ordering instructions are emailed to program directors and coordinators.

How do I transfer a resident to my program outside of the June 1 – August 31 period in PRR? Please contact PRR Support to help you coordinate and process a resident transfer in the system.

How do I add an Assistant Director, Attending/Faculty, or Chief Resident in PRR? Program directors and coordinators can add an Assistant Director and Attending/Faculty in PRR under the **User Management tab: User List and click on the 'Add User' button. To designate a Chief Resident, under the User Management tab: User List, click on the 'Edit' button next to the resident's name and check the 'Chief' box in the resident's user profile.**

What are the new evaluator reports in PRR? There are two new evaluator reports in PRR that can be used by evaluators and program directors independently. For the Clinical Log Report for Evaluator, the evaluator or program director can add notes to logged procedures during a review and easily download selected procedures into Excel/PDF format. For the Audit Log Report for Evaluator, the evaluator or program director can view cases that had possible CLAD errors and were cleared by the director, add notes to procedures during a review, and easily download selected procedures into Excel/PDF format.

What are the CPME 320 document MAV changes coming July 1, 2023? Please refer to the CPME website for the full CPME 320 document revisions.

APPENDIX A: VOLUME AND DIVERSITY REQUIREMENTS

A. Patient Care Activity Requirements	MAV
(Abbreviations are defined in section B.)	
<u>Case Activities</u>	
Foot and ankle surgical cases (PMSR/RRA)	300
Foot and ankle surgical cases (PMSR only)	250
Trauma cases	50
Podopediatric cases	25
Other podiatric procedures	100
Lower extremity wound care	50
Biomechanical examinations	50
Comprehensive history and physical examinations	50
<u>Procedure Activities</u>	
First and second assistant procedures (total)	400
First assistant procedures, including:	
Digital	80
First Ray	60
Other Soft Tissue Foot Surgery	45
Other Osseous Foot Surgery	40
Reconstructive Rearfoot/Ankle (added credential only)	50

PRR will have two parallel MAV/Diversity reports, see samples below. The existing report is for residents with an entry date prior to 7/1/2023 and the new report is for residents entering 7/1/2023 and after.

Note: This MAV report is for residents with the entry years 2019 (PGY 4 program), 2020, 2021, and 2022.



MAV/Diversity Report

Test Resident (PGY-3)				
ABFAS ID :	11111			
ABPM ID :	22222			
Residency Program Attended :	50011 - Test Residency Program			
Date Range :	07/01/2020 - 07/01/2023			
Total Podiatric Surgical Procedures				
2nd Assist	1st Assist	Total	1st Level Trauma	Podopediatric
4	1687	1671	136	62
Total Podiatric Surgical Cases : 1105 out of 300				
MAV Category	You Have	MAV Required	Over/(Under)	Meeting MAV
1. Digital Surgery	380	80	300	Yes
2. First Ray Surgery	250	60	190	Yes
3. Other Soft Tissue Foot Surgery	410	45	365	Yes
4. Other Osseous Foot Surgery	265	40	225	Yes
5. Reconstructive Rearfoot/Ankle Surgery	362	50	312	Yes
7. Biomechanics	85	75	10	Yes
8. Comprehensive H&Ps	52	50	2	Yes
All Trauma Cases (Podiatric and non-Podiatric)	138	50	86	Yes
Podopediatric Cases	62	25	37	Yes

Note: This MAV report is for residents with the entry year 2023 and after.



MAV/Diversity Report

Test, Resident (PGY-1)				
ABFAS ID :	11111			
ABPM ID :	22222			
Residency Program Attended :	50001 - Test Residency Program			
Date Range :	07/01/2023 - 07/01/2024			
Total Podiatric Surgical Procedures				
2nd Assist	1st Assist	Total	1st Level Trauma	Podopediatric
0	68	68	1	1
Total Podiatric Surgical Cases : 67 out of 300				
MAV Category	You Have	MAV Required	Over/(Under)	Meeting MAV
1. Digital Surgery	18	80	(62)	No
2. First Ray Surgery	5	60	(55)	No
3. Other Soft Tissue Foot Surgery	27	45	(18)	No
4. Other Osseous Foot Surgery	16	40	(24)	No
5. Reconstructive Rearfoot/Ankle Surgery	2	50	(48)	No
6. Other Podiatric Procedures	20	100	(80)	No
7. Biomechanics	30	50	(20)	No
8. Comprehensive H&Ps	10	50	(40)	No
11. Lower Extremity Wound Care	52	50	2	Yes
All Trauma Cases (Podiatric and non-Podiatric)	1	50	(49)	No
Podopediatric Cases	1	25	(24)	No

For PRR questions, please contact Doris Yee at PRR Support, support@podiatryrr.net, 415-553-7810. (1/2023)