



## Frequently Asked Questions (Residents)

**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 (which may be different from your username), 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](mailto: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](#).

**How do I register for the ABFAS and/or ABPM In-training exams (ITEs)?** Your program director or coordinator registers you for the exams. Please confirm with them that you have been registered. You must complete all the information in your PRR user profile and check that your email address is correctly entered and current. Wait to receive an email from ABFAS and/or ABPM letting you know that you can schedule your exams. [You can find more information under the User Guide tab: Documents: Scheduling In-training Examination \(ITE\) Information](#).

**What if I have questions about how to log a procedure?** Please refer questions to your program director first. You may also refer to CPME's Proper Logging Guide. [Find the link to the Proper Logging Guide under the User Guide tab: Documents](#).

**How are the MAV/Diversity requirements calculated?** Please run your MAV/Diversity report under the Reports tab in PRR to view more details. The minimum activity volume (MAV) and diversity requirements are defined in the CPME 320 document Appendix A. [Find the CPME 320 document link under the User Guide tab: Documents](#).

**How do I log podopediatric cases to meet the MAV requirement?** Podopediatric cases logged under categories 1-8 for patients less than 18 years of age count toward the MAV requirement. Podiatric cases for pediatric patients performed during a pediatric or other surgical or medical rotation that are logged under categories 9 and 10 are not counted toward the MAV requirement. [If you have such cases logged outside of categories 1-8, please have your program director un-verify these cases if they have already been verified. Then you may edit the case under the Case Search/Add Case tab to log the procedure as you typically would under the appropriate category and the age of the patient will justify the podopediatric distinction. Be sure to re-submit the case after you have edited it.](#)

**What are CLAD errors?** The Clinical Log Audit Detail (CLAD) report audits your 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 you or cleared by your program director. ***You will see an error notification if there is one when you submit a case. Click on the 'View Error' button to see the details. If you submit a case with an error, you can view the error details in your CLAD report. To edit or correct a submitted case with an error, the case must be un-verified. Ask your program director to un-verify the case if it has been verified, then you may go to the Case Search/Add Case tab to edit the case and re-submit it. Please refer to the User Guide tab: User Manual: Reports: CLAD report for more information.***

**What requirements must be met before your program director graduates you in PRR?** All your logged procedures must be verified, your MAV/Diversity and total podiatric surgical case requirements must be met, and your CLAD report must not contain any possible errors.

***After your program director has verified all your logs and right before they graduate you in PRR, please download your case logs and reports. After graduation, you will no longer have access to PRR, but you can contact PRR Support at [support@podiatryrr.net](mailto:support@podiatryrr.net) or 415-553-7810 to send you your case logs.***

For PRR questions, please contact Doris Yee at PRR Support, [support@podiatryrr.net](mailto:support@podiatryrr.net) or 415-553-7810.

(1/2023)