

Residency Performance Index Survey

Quick Guide



Getting ready

To help you prepare your data for the survey, download and print this [worksheet](#).

If you have questions, call or email [Vickie Greenwood](#) (x6738) or [Chris Pyle](#) (x6724) at 800-274-2237.

Reset Your Password

1. Go to **Settings** in the upper right corner.
2. A box will open that allows you to reset your password to whatever you choose.

The screenshot displays the AFMRD QPR Portal interface. In the top right corner, the 'SETTINGS' link is circled with a red '1'. A modal window titled 'My Profile' is open in the center, containing a password reset form. The form fields are: 'Old QPR Password' (with a red '2' circled next to the input), 'New QPR Password', and 'Confirm New QPR Password'. Below these are fields for 'E-Mail address' (pre-filled with 'grant.hoekzema@mercy.net'), 'Default details pane mode' (set to 'Minimized'), 'Language' (set to 'English'), and 'Modeling language' (set to 'English'). The form includes 'OK' and 'Close' buttons at the bottom right. The background shows a dashboard with a 'Scorecard (Dashboards)' section for '1202821186 Mercy Hospital (St...'.

Start page

1. The start page contains the terms for the RPI survey and you may continue to answer the survey by pressing **ACCEPT**.
2. You can always find your way back to the start page by pressing **Dashboards** in the upper left corner.

The screenshot displays the AFMRD RPI Survey start page. The interface includes a yellow header with the AFMRD logo and navigation links (HELP | QPR COMMUNITY | SETTINGS | LOGOUT). Below the header is a search bar and a navigation menu with 'Dashboards' highlighted. The main content area contains text explaining the RPI survey, its purpose, and terms of use. A prominent yellow 'ACCEPT' button is located at the bottom center of the page.

AFMRD

HELP | QPR COMMUNITY | SETTINGS | LOGOUT

RPI SURVEY ACTIONS

Search

2 Dashboards Navigator Analysis Actions

Print Actions

Export to Office Period

Residency Performance Ind (Dashboards) Period: Default Series: Default series View: Survey Info

The Residency Performance Index (RPI) is a tool developed and maintained by the AFMRD and is intended for the use of its members. The RPI is a tool for family medicine residency program improvement and is intended for use by individual programs to gauge and improve their performance in the metrics measured. The AFMRD recommends that programs discuss their RPI report in the context of an internal setting such as the required annual program review.

Only members of the AFMRD may enter data and receive survey results for their program. Your program's individualized survey results, in the form of an RPI report, may only be used for your internal planning purposes. Publication or comparison to other programs or other data sets is strictly prohibited. The AFMRD will own all RPI data and survey results and will only use your data in anonymous, aggregate form for the purpose of advancing the mission of the AFMRD and its members. By clicking on ACCEPT, you agree to these terms and conditions.

If you have more than one Family Medicine Practice site (FMP), you will have the opportunity to enter separate data for separate FMP sites, up to a total of five.

A [worksheet](#) was emailed to you prior to the distribution of this survey. The Task Force suggests you collect the data in advance, using the worksheet. This will expedite the completion of the survey. If you have any questions about the survey, please contact Vickie Greenwood at vgreenwood@aafp.org or call 800.274.2237, ext 6738.

Remember always save your answers, otherwise they will be lost. You may add and change your answers until XXXX-2017. After that modifying is not possible anymore.

ACCEPT 1

Layout Templates All properties Sub-elements Recent Actions

Starting the survey

1. To take the survey, please press **SURVEY**.
2. To start answering the questions, please press **Edit**.

The screenshot shows the AFMRD RPI SURVEY dashboard. The top navigation bar includes 'RPI SURVEY' and 'ACTIONS'. Below the navigation bar, there are tabs for 'Dashboards', 'Navigator', 'Analysis', and 'Actions'. The main content area is titled 'Residency Performance Ind<<' and '(Dashboards)'. At the bottom of the main content area, there are three buttons: 'SURVEY', 'RESULTS TABLE', and 'RESULTS DASHBOARD'. The 'SURVEY' button is highlighted with a red circle and the number 1. The bottom status bar includes 'Layout Templates', 'All properties', 'Sub-elements', and 'Recent Actions'.

The screenshot shows the AFMRD RPI SURVEY dashboard in 'Answering mode'. The top navigation bar includes 'RPI SURVEY' and 'ACTIONS'. Below the navigation bar, there are tabs for 'Dashboards', 'Navigator', 'Analysis', and 'Actions'. The main content area is titled 'Residency Performance Ind<<' and 'View: Answering mode'. On the right side, there is a table with 'Survey Questions' and 'Answers'. The 'Edit' button is highlighted with a red circle and the number 2. The bottom status bar includes 'Layout Templates', 'All properties', 'Sub-elements', and 'Recent Actions'.

Survey Questions	Answers
Accreditation	
Is your program accredited?	2017
What is your program's ACGME accreditation status?	2017
Have you graduated at least three classes of residents?	2017
Patient Visits	
FMP1	
FMP2 (if applicable)	
FMP3 (if applicable)	
FMP4 (if applicable)	
FMP5 (if applicable)	
Resident Inpatient and ER experience	
6. What is the average number of adult medicine inpatient encounters for your residents during their three-year residency? (If no data available, enter zero)	2017
7. What is the average number of ICU patient encounters for your residents during their three-year residency?	2017
8. What is the average number of pediatric ER patient encounters for your residents during their three-year residency?	2017
9. What is the average number of pediatric inpatient patient encounters for your residents during their three-year residency?	2017
Exam Scores	
10. What is your program's composite score in the previous year on the In-Training Exam? (If no data available, enter zero)	2017
11. What is your program's first-time-take rate of the ABFM Board Certification Exam for the previous five years? (If no data available, enter zero)	2017
12. What is your program's first-time-pass rate on the ABFM Board	2017

Answering the survey

1. You can open all the subsections by pressing **Expand**.
2. You do not have to complete the survey all at once. You may save your answers and continue later on.

The screenshot displays the AFMRD RPI Survey interface. At the top, there is a navigation bar with 'RPI SURVEY' and 'ACTIONS' tabs, a search bar, and links for 'HELP | QPR COMMUNITY | SETTINGS | LOGOUT'. Below the navigation bar, there are tabs for 'Dashboards', 'Navigator', 'Analysis', and 'Actions'. The main content area is titled 'Residency Performance Index' and shows a list of survey questions and answers. The questions are grouped into sections: 'Accreditation', 'Patient Visits', 'FMP1', 'FMP2 (if applicable)', and 'FMP3 (if applicable)'. Each question has a '2017' column and an answer field. The 'Expand' button is highlighted with a red circle '1', and the 'Save' button is highlighted with a red circle '2'. The interface also includes a 'Print' button and a 'View: Answering mode' dropdown.

Survey Questions	Answers
Accreditation	
Is your program accredited?	2017 An ACGME accr
What is your program's ACGME accreditation status?	2017 Continued Accr
Have you graduated at least three classes of residents?	2017 Yes
Patient Visits	
FMP1	
1. FMP1 Name	2017
2. Describe this clinic's PCMH certification status:	2017
3. What is the average number of patient visits in the FMP for your graduating residents over the last three years?	2017
4. What is the percentage of patients over age 60 seen by your residents in the FMP?	2017 %
5. What is the percentage of patients under age 10 seen by your residents in the FMP?	2017 %
FMP2 (if applicable)	
1. FMP2 Name	2017
2. Describe this clinic's PCMH certification status:	2017
3. What is the average number of patient visits in the FMP for your graduating residents over the last three years?	2017
4. What is the percentage of patients over age 60 seen by your residents in the FMP?	2017 %
5. What is the percentage of patients under age 10 seen by your residents in the FMP?	2017 %
FMP3 (if applicable)	
1. FMP3 Name	2017

Viewing results in a table form

1. By going to the Navigation page (Dashboards → Accept) and pressing **Results Table** you can see your answers, the aggregate median and how they compare to the set targets and alarms.
2. The default views shows the results from the current year, but you can look at the results from previous years (if you participated in previous RPI surveys) by pressing **Period** and selecting previous year from the list.

The image displays two screenshots of the AFMRD RPI Survey interface. The left screenshot shows the 'Residency Performance Indicators' dashboard with a 'RESULTS TABLE' button highlighted by a red circle with the number 1. The right screenshot shows the 'Residency Performance Indicators' page with a 'Select Period' dialog box open, showing a list of years and a '2017' button highlighted by a red circle with the number 2.

Survey Questions and Program Results

Survey Questions	Program Results
Accreditation	2017
Is your program accredited?	2017
What is your program's ACGME accreditation status?	2017
Have you graduated at least three classes of residents?	2017
Patient Visits	2017
FMP1	2017
1. FMP1 Name	2017
2. Describe this clinic's PCMH certification status:	2017
3. What is the average number of patient visits in the FMP for your graduating residents over the last three years?	2017
4. What is the percentage of patients over age 60 seen by your residents in the FMP?	2017
5. What is the percentage of patients under age 10 seen by your residents in the FMP?	2017
FMP2 (if applicable)	2017
1. FMP2 Name	2017
2. Describe this clinic's PCMH certification status:	2017
3. What is the average number of patient visits in the FMP for your	2017

Select Period Dialog

Quick Selection	Latest Current	Latest for all Next
Default Previous		
Year		Half Year
2014		H1 / 2016
2015		H2 / 2016
2016		H1 / 2017
2017		H2 / 2017
2018		H1 / 2018
		H2 / 2018

Select Period Level

Year
Half Year
Quarter
Month

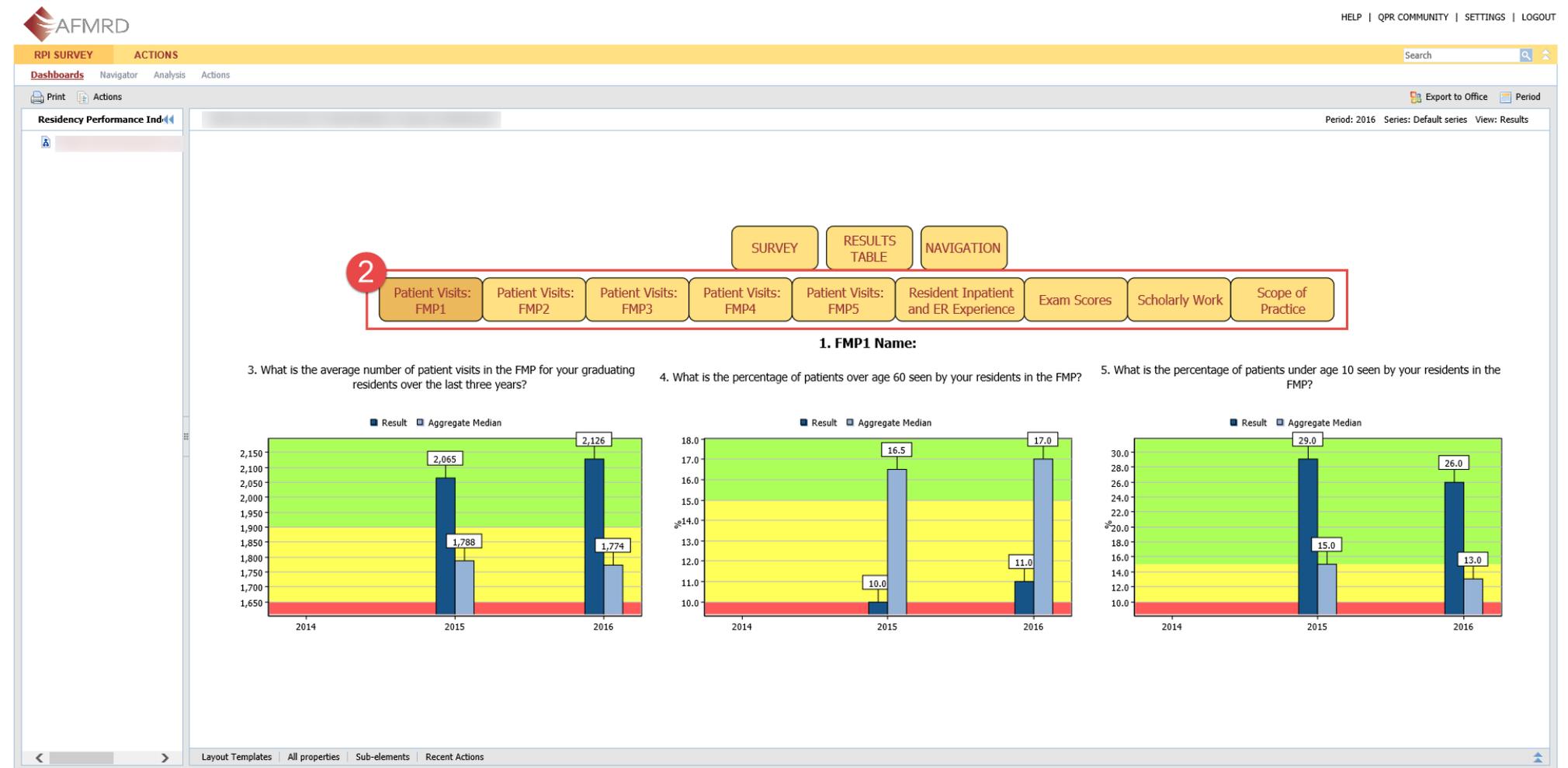
Select Period

2014
2015
2016
2017
2018

Buttons: OK, Cancel, Help

Viewing results in a dashboard form

1. By going to the Navigation page (Dashboards → Accept) and pressing **Results Dashboards** you can see your answers by section in a graphical dashboard form.
2. You can navigate through different sections by pressing the buttons above the graphs.



Exporting dashboards

1. You can export a dashboard view to PowerPoint by pressing the **Export to Office** button.
2. From the right-hand side you can add the selected view to the PowerPoint presentation by pressing the green button.
3. You can add several different views to the PowerPoint presentation before exporting it with **Export to Power Point**.

The screenshot displays the AFMRD RPI Survey dashboard. The top navigation bar includes 'RPI SURVEY' and 'ACTIONS'. The main content area shows a dashboard titled 'Residency Performance Index' with various data visualizations and filters. The right-hand side features an 'Export to Office' panel with options for 'Export to PowerPoint' and 'Export to Office'. The 'Export to PowerPoint' panel includes a search bar, a green button to add slides, and an 'Export to PowerPoint' button at the bottom. The dashboard content includes a 'SURVEY' section with filters for 'Patient Visits: FMP1' through 'FMP5', 'Resident Inpatient and ER Experience', 'Exam Scores', 'Scholarly Work', and 'Scope of Practice'. Below this are three bar charts comparing 'Result' and 'Aggregate Median' for different metrics over the years 2015 and 2016.

Question	Year	Result	Aggregate Median
3. What is the average number of patient visits in the FMP for your graduating residents over the last three years?	2015	2,065	1,788
	2016	2,126	1,774
4. What is the percentage of patients over age 60 seen by your residents in the FMP?	2015	10.0	16.5
	2016	11.0	17.0
5. What is the percentage of patients under age 10 seen by your residents in the FMP?	2015	29.0	15.0
	2016	26.0	13.0

Exporting graphs

1. In the Results Table view press the question whose graph you wish to export and on Results Dashboard view press the graph on the view you want to export.
2. In both cases a details panel will open and from there you can press the question header
3. You will get a new view where you can press **Export to Office**.
4. From the right-hand side you can add the selected graph to the PowerPoint presentation by pressing the green button.
5. You can add several different views to the PowerPoint presentation before exporting it with **Export to PowerPoint**.

AFMRD RPI SURVEY RESULTS TABLE

Survey Questions	Program Results	Aggregate Median
8. What is the average number of pediatric ER patient encounters for your residents during their three-year residency?	2017	2017
9. What is the average number of pediatric inpatient patient encounters for your residents during their three-year residency?	2017	2017
10. What is your program's composite score in the previous year on the In-Training Exam? (If no data available, enter zero)	2017	2017
11. What is your program's first-time-take rate of the ABFM Board Certification Exam for the previous five years? (If no data available, enter zero)	2017	2017
12. What is your program's first-time-pass rate on the ABFM Board Certification Exam for the previous five years? (If no data available, enter zero)	2017	2017
13. Have all of your faculty completed at least 2 presentations at national/regional meetings and/or peer-reviewed publications in the past five academic years? Core faculty as defined in ACGME Program Requirements II.B.6.a.(1) and II.B.6.a.(2)	2017	2017
14. What percentage of your most recent graduating class of residents completed a scholarly activity during residency which was presented at a national/regional meeting or published in a peer-reviewed journal?	2017	2017

AFMRD RPI SURVEY RESULTS DASHBOARD

10. What is your program's composite score in the previous year on the In-Training Exam? (If no data available, enter zero)

Year	Result	Aggregate Median
2014	387	387
2015	383	383
2016	419	419
2017	433	433

AFMRD RPI SURVEY RESULTS DASHBOARD

Export to Office (3)

Export to PowerPoint (4)

Export to PowerPoint (5)

Exporting tables

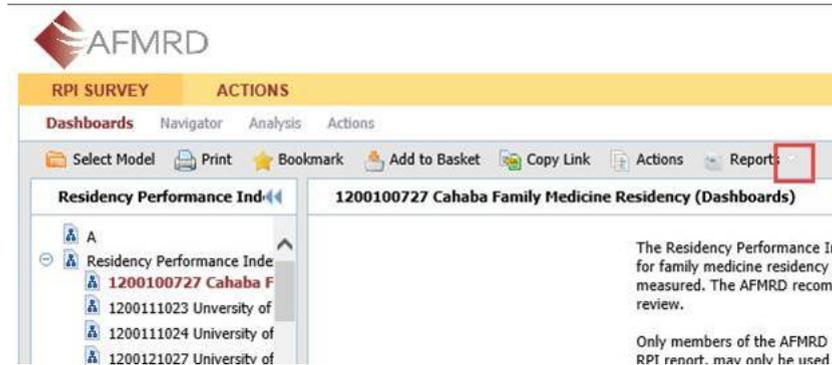
Results Table view can be exported to Excel from the same **Export to Office (1)** and **Export to Excel (2)** buttons, when you have the Results Table view open.

The screenshot displays the AFMRD RPI Survey interface. The main content area shows a table with three columns: Survey Questions, Program Results, and Aggregate Median. The table is filtered for the year 2016. The Survey Questions column lists various accreditation and patient visit metrics. The Program Results column shows the year 2016 for all entries. The Aggregate Median column shows the year 2016 for all entries, along with specific values for some metrics.

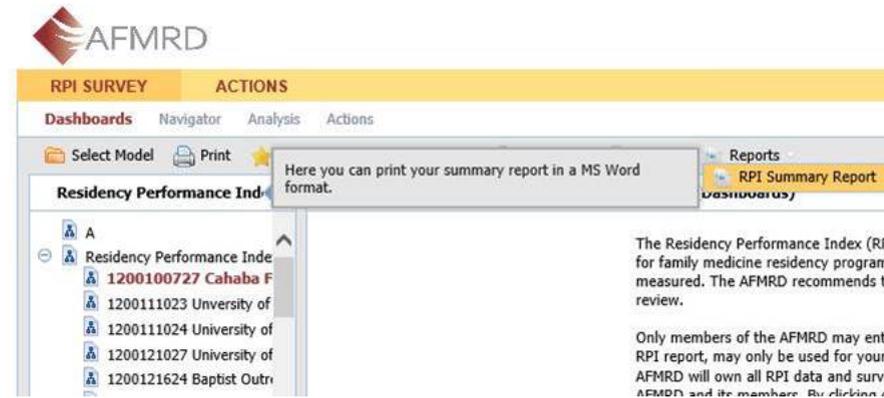
Survey Questions	Program Results	Aggregate Median
Accreditation	2016	2016
Is your program accredited?	2016	2016
What is your program's ACGME accreditation status?	2016	2016
Have you graduated at least three classes of residents?	2016	2016
Patient Visits	2016	2016
FMP1	2016	2016
1. FMP1 Name	2016	2016
2. Describe this clinic's PCMH certification status:	2016 Highest level of certification (e.g. NCQA Level 2 or 3, Joint Commission, URAC, AAAHC)	2016 Highest level of certification (e.g. NCQA Level 2 or 3, Joint Commission, URAC, AAAHC)
3. What is the average number of patient visits in the FMP for your graduating residents over the last three years?	2016 2,126	2016 1,774
4. What is the percentage of patients over age 60 seen by your residents in the FMP?	2016 11.0 %	2016 17.0 %
5. What is the percentage of patients under age 10 seen by your residents in the FMP?	2016 26.0 %	2016 13.0 %
FMP2 (if applicable)	2016	2016
1. FMP2 Name	2016	2016
2. Describe this clinic's PCMH certification status:	2016	2016 Continued Accreditation
3. What is the average number of patient visits in the FMP for your graduating residents over the last three years?	2016	2016 1,792
4. What is the percentage of patients over age 60 seen by your residents in the FMP?	2016	2016 15.0 %
5. What is the percentage of patients under age 10 seen by your residents in the FMP?	2016	2016 11.0 %
FMP3 (if applicable)	2016	2016
1. FMP3 Name	2016	2016
2. Describe this clinic's PCMH certification status:	2016	2016 Continued Accreditation
3. What is the average number of patient visits in the FMP for your graduating residents over the last three years?	2016	2016 1,778
4. What is the percentage of patients over age 60 seen by your residents in the FMP?	2016	2016 16.0 %
5. What is the percentage of patients under age 10 seen by your residents in the FMP?	2016	2016 10.0 %
FMP4 (if applicable)	2016	2016
1. FMP4 Name	2016	2016
2. Describe this clinic's PCMH certification status:	2016	2016 Continued Accreditation
3. What is the average number of patient visits in the FMP for your graduating residents over the last three years?	2016	2016 1,803

The interface includes a navigation bar with 'RPI SURVEY' and 'ACTIONS' tabs, and a search bar. The right sidebar contains 'Export to Office' and 'Export to Excel' buttons, with a red circle '1' highlighting the 'Export to Office' button and a red circle '2' highlighting the 'Export to Excel' button. The bottom of the interface shows 'Layout Templates', 'All properties', 'Sub-elements', and 'Recent Actions'.

Word Document Report



1. Click on the dropdown button next to Reports



2. By hovering over the report name you see a description text

3. By clicking the report name the system will start loading the report and once it is ready you should get a message that the download is finished and you can either open or save the newly created report. If nothing happens, please check that there is no pop-up blocker on.

Example of one page of the report →

1 Accreditation

Is your program accredited?	An ACGME accredited program.
What is your program's ACGME accreditation status?	Continued Accreditation
Have you graduated at least three classes of residents?	Yes

2 Patient Visits

3 FMP1

2. Describe this clinic's PCMH certification status:	2017: No certification 2016: No certification 2015: Mid-level certification or certification in process (e.g. NCQA Level 1)
3. What is the average number of patient visits in the FMP for your graduating residents over the last three years?	2017: 1,850 2016: 1,814 2015: 1,725

3. What is the average number of patient visits in the FMP for your graduating residents over the last three years?

