

Residency Performance Index Survey

Quick Guide



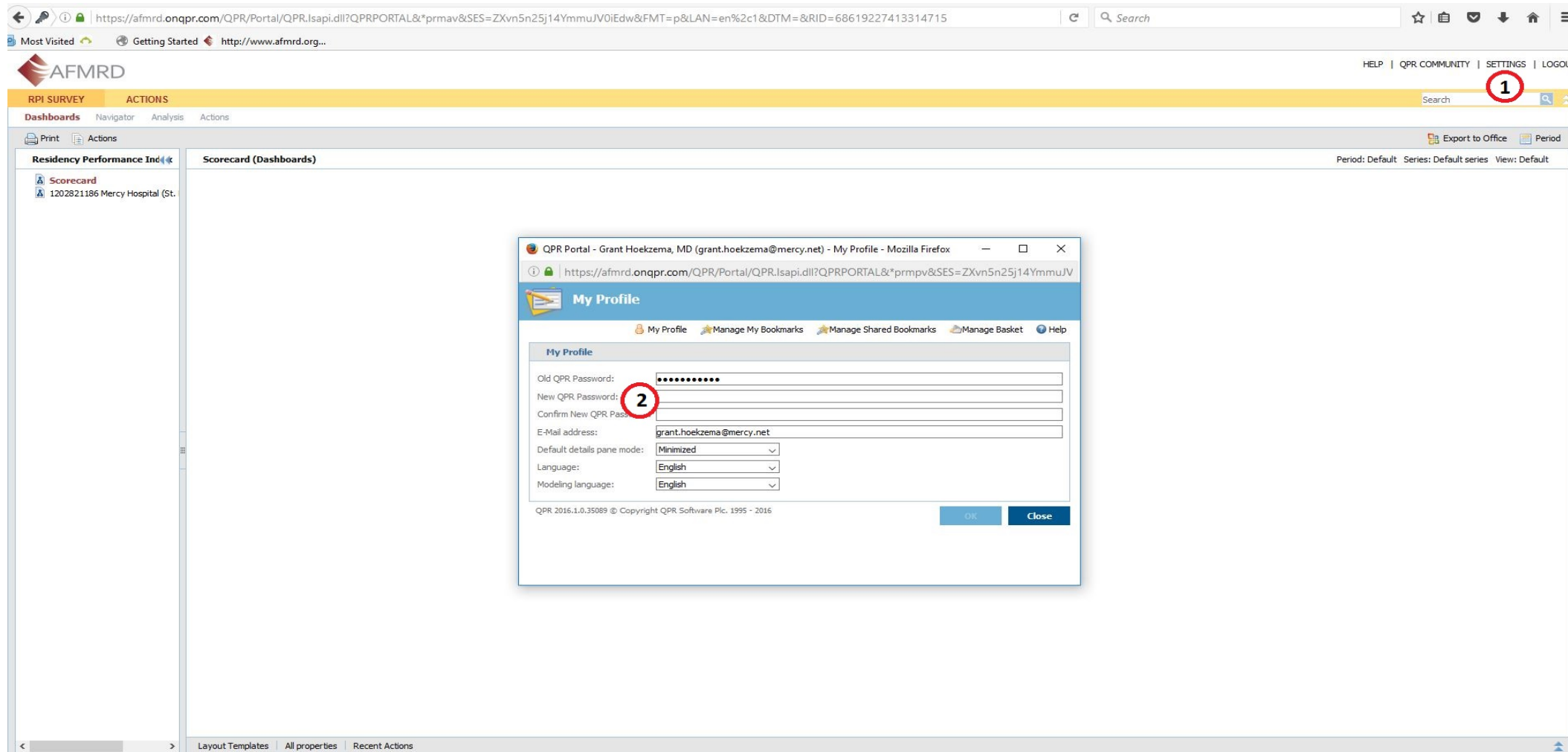
Getting ready

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.

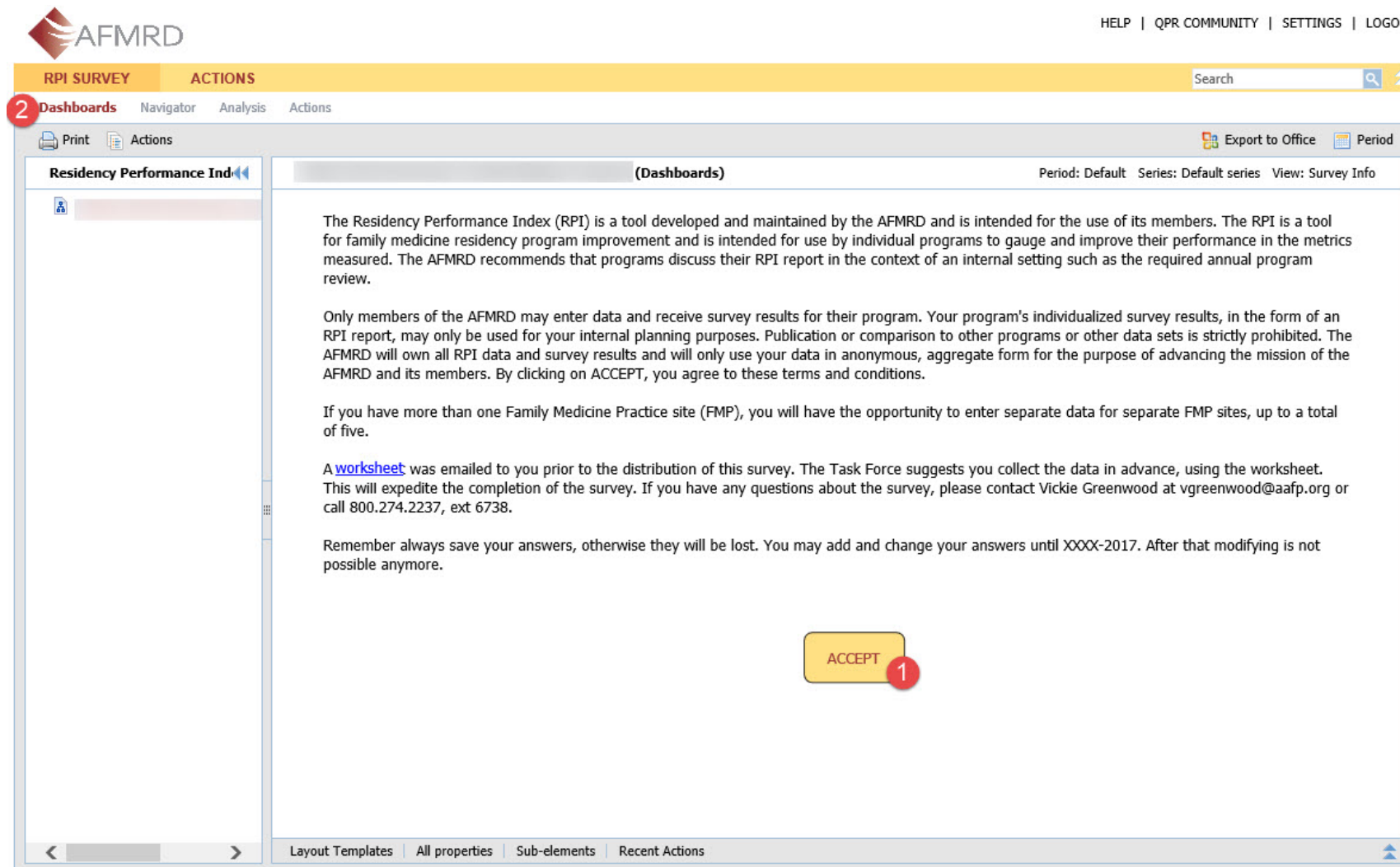
Reset Your Password

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.



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.



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 displays a large empty space with a red circle and the number 1 highlighting the 'SURVEY' button. Other buttons visible are 'RESULTS TABLE' and 'RESULTS DASHBOARD'. The bottom status bar shows 'Layout Templates', 'All properties', 'Sub-elements', and 'Recent Actions'.

The screenshot shows the AFMRD RPI SURVEY dashboard with the 'Edit' button highlighted with a red circle and the number 2. The main content area displays a table of survey questions and answers. The table has two columns: 'Survey Questions' and 'Answers'. The questions are categorized by icons and include details about accreditation, patient visits, and exam scores. The answers are listed for the year 2017.

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, the AFMRD logo is on the left, and navigation links (HELP | QPR COMMUNITY | SETTINGS | LOGOUT) are on the right. Below the logo, the 'RPI SURVEY' and 'ACTIONS' tabs are visible. The 'ACTIONS' tab is active, showing a 'Print' button and a search bar. The main content area is titled 'Residency Performance Index' and contains a table of survey questions and answers. The table is organized into sections: Accreditation, Patient Visits, FMP1, FMP2 (if applicable), and FMP3 (if applicable). Each section contains several questions with corresponding answer fields. The 'Expand' button (a plus sign in a circle) is highlighted with a red circle labeled '1', and the 'Save' button (a floppy disk icon) is highlighted with a red circle labeled '2'. The interface also includes a 'Period: Current' dropdown, a 'Series: Default series' dropdown, and a 'View: Answering mode' dropdown. At the bottom, there are links for 'Layout Templates', 'All properties', 'Sub-elements', and 'Recent Actions'.

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 'Dashboards' page with a 'RESULTS TABLE' button highlighted by a red circle with the number 1. The right screenshot shows the 'Program Results' table with a 'Select Period' dialog box open, highlighting the '2017' year by a red circle with the number 2.

AFMRD RPI SURVEY ACTIONS

HELPER | QPR COMMUNITY | SETTINGS | LOGOUT

Residency Performance Index (Dashboards)

Period: Default Series: Default series View: Navigation

RESULTS TABLE

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

Quick Selection

Default Previous	Latest Current	Latest for all Next
	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

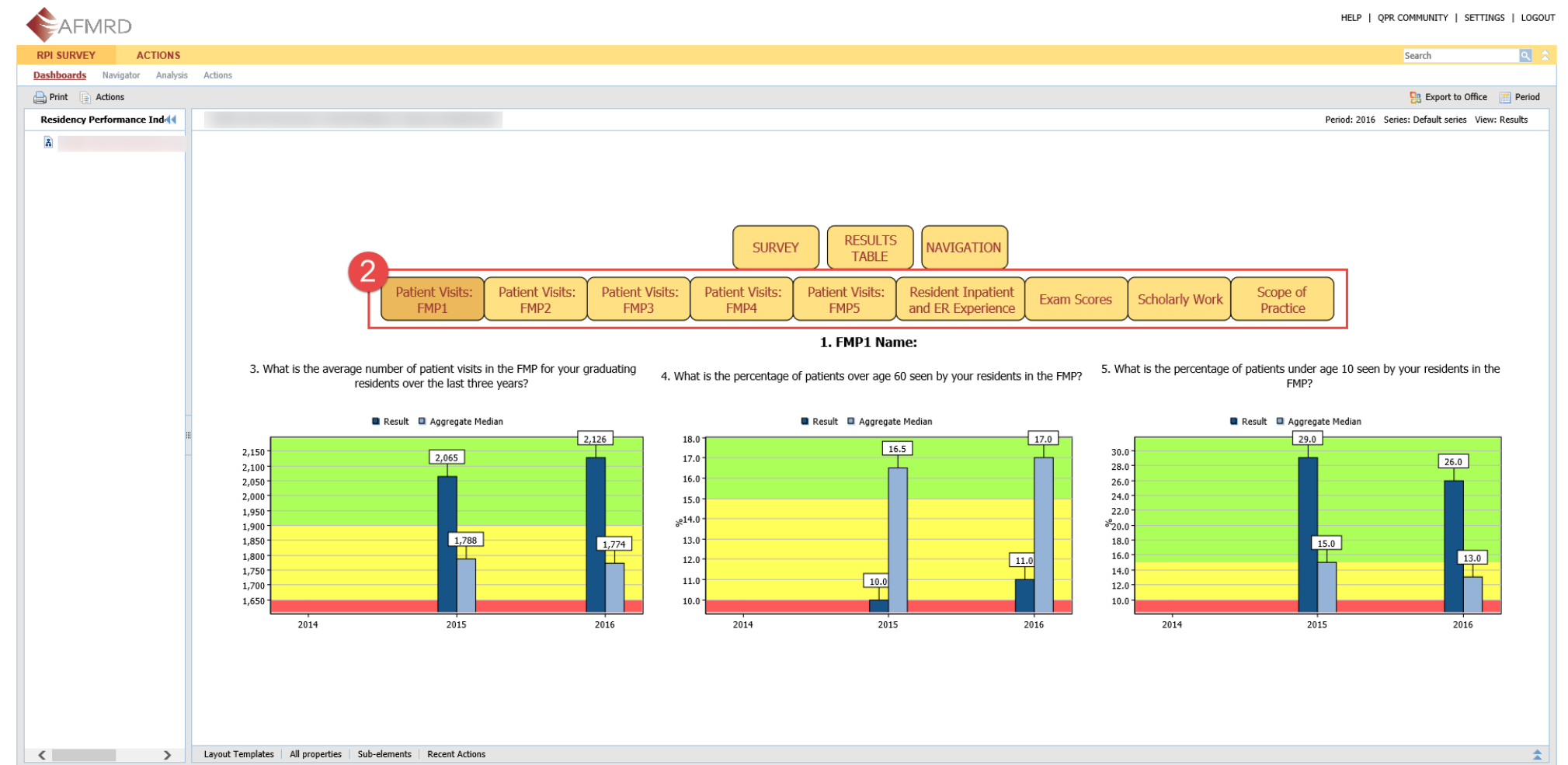
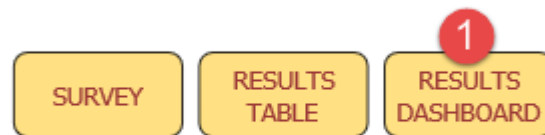
2017

2018

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**.

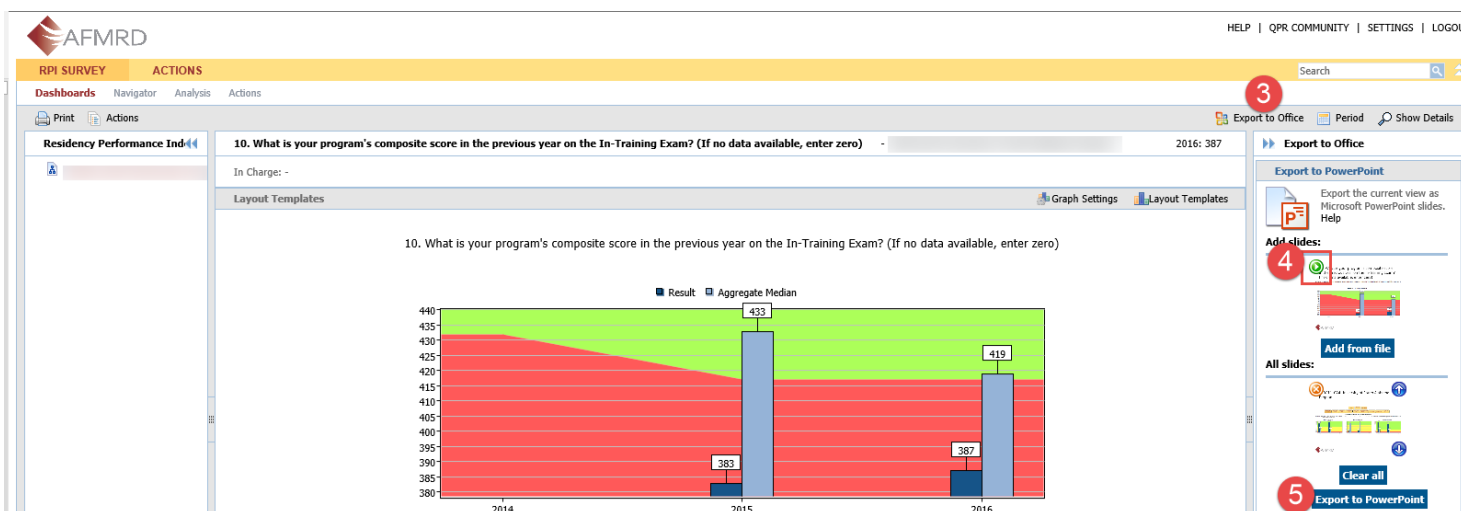
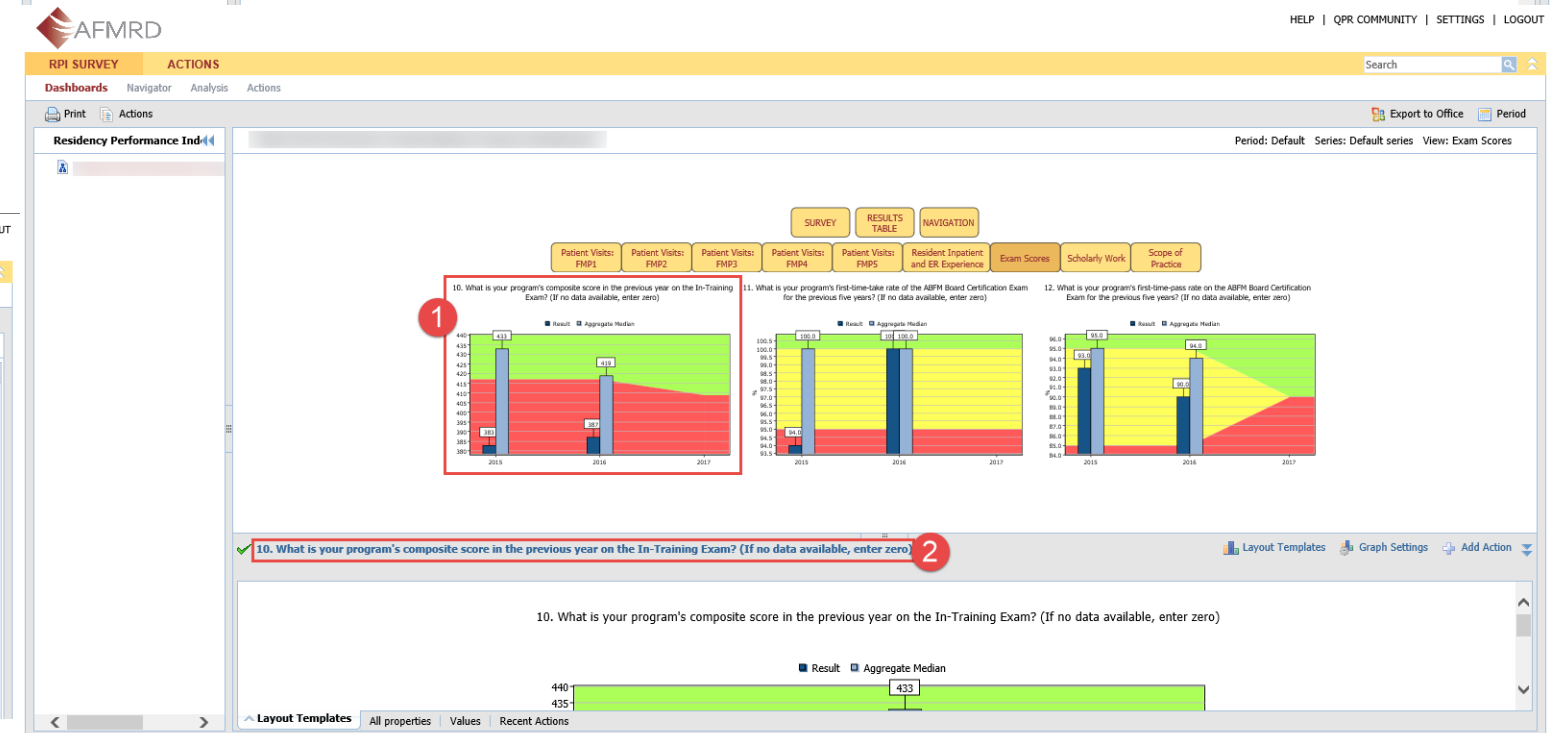
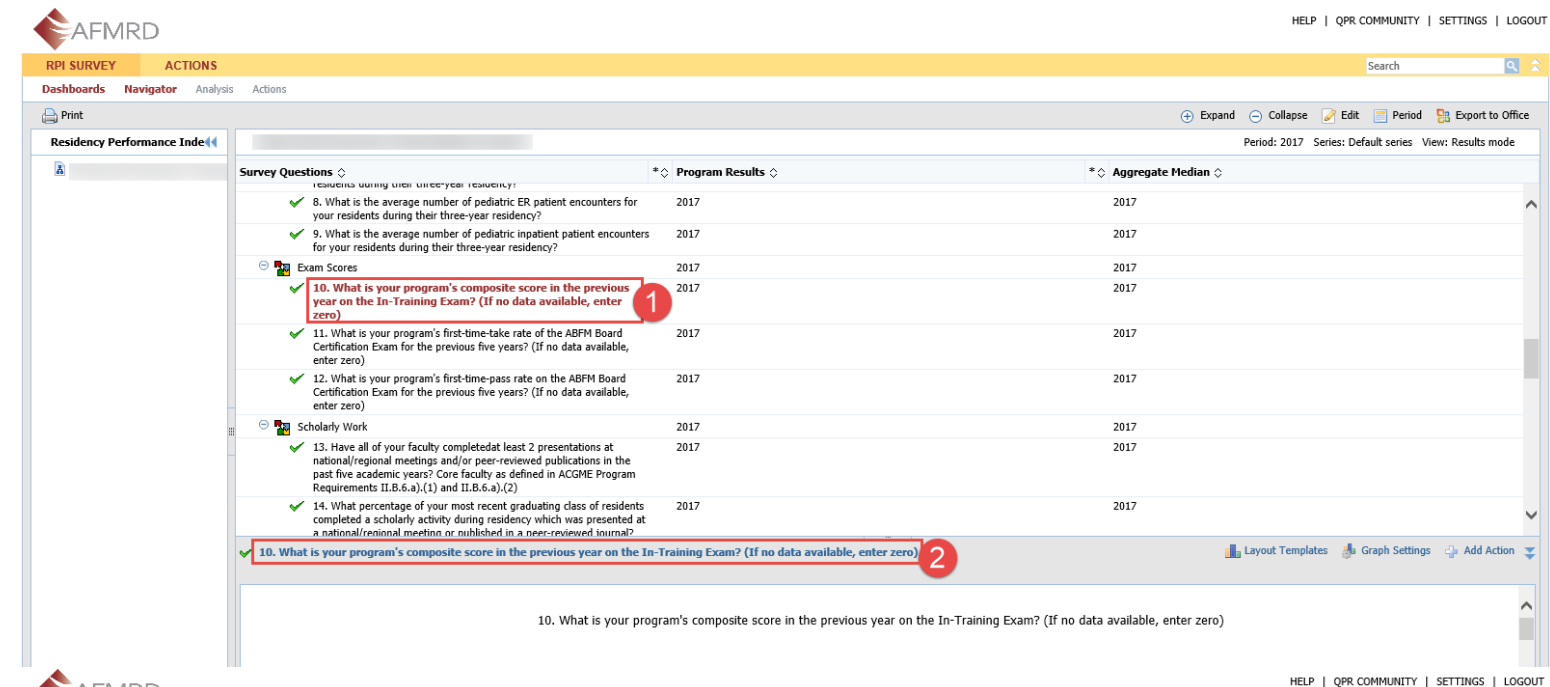
The screenshot displays the AFMRD RPI Survey dashboard. The top navigation bar includes 'RPI SURVEY' and 'ACTIONS'. The main content area shows a dashboard titled 'Residency Performance Index' with various data visualizations and filters. The right-hand side features an 'Export to Office' panel with options to 'Export to PowerPoint' and 'Export to Office'. The 'Export to PowerPoint' section includes a list of slides to add to the presentation, with a green button labeled 'Add from file' and a red button labeled 'Export to PowerPoint'.

Dashboard Data:

Category	2015	2016
Patient Visits: FMP1	2,065	2,126
Patient Visits: FMP2	1,788	1,774
Patient Visits: FMP3	10.0	11.0
Patient Visits: FMP4	16.5	17.0
Patient Visits: FMP5	29.0	26.0
Resident Inpatient and ER Experience	15.0	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**.



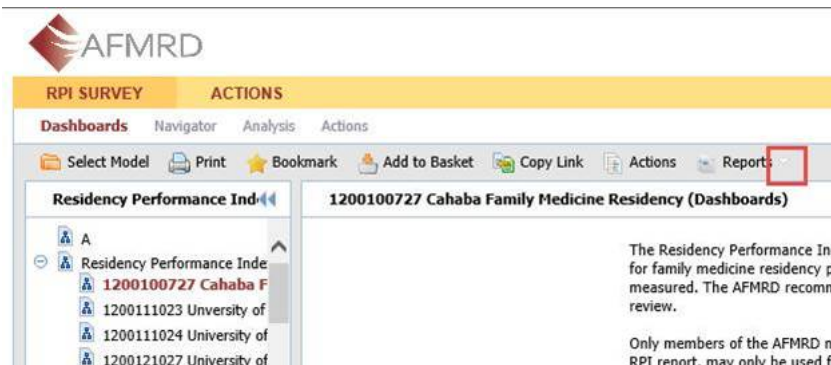
Exporting tables

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.

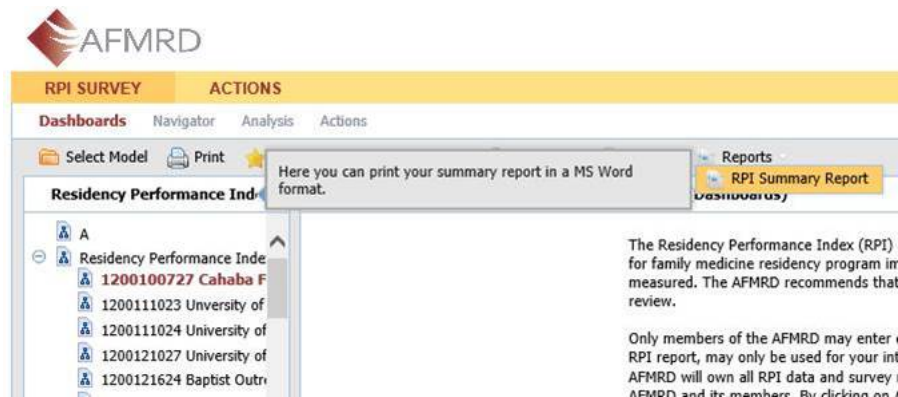
The screenshot displays the AFMRD RPI Survey interface. The top navigation bar includes 'RPI SURVEY' and 'ACTIONS'. The main content area shows a table with three columns: 'Survey Questions', 'Program Results', and 'Aggregate Median'. The table lists various survey questions related to accreditation and patient visits, with corresponding results for the year 2016. On the right side, there is a sidebar with two buttons: 'Export to Office' (labeled 1) and 'Export to Excel' (labeled 2). The 'Export to Office' button is highlighted with a red circle and the number 1. The 'Export to Excel' button is highlighted with a red circle and the number 2. Below these buttons, there is a section for 'Export to PowerPoint' with a 'Clear all' button and an 'Export to PowerPoint' button.

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

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?

