E*Value Quick Tips

Accurate and timely entry of your patient encounters into the E*Value system is recommended to insure you meet your clerkship requirements and are getting the best possible training on your clerkships. This record keeping is considered as aspect of your **professionalism**. Your clerkship directors are monitoring your entries on a weekly basis and can see how often you entered your encounters. Here are some suggestions provided by students who exemplified the best practice in this effort.

Suggestions:

- Use a **pocket size notebook** that will fit in your white coat pocket to jot down patients as you see them or immediately after the encounter. Suggestions include the Mead Five Star 5x7 inch notebook or the Oxford 4x6 Pocket Notebook. These are inexpensive and can be found at Walmart, Office Depot, or on Amazon.com.
- Pick a notebook that comes in multiple colors, and **use a different color notebook** for each Clerkship and Longitudinal.
- **Enter your encounters online frequently**: daily, if at all possible, and never more than 3 days out. It should only take about 15 minutes for a day's worth of encounters.
- Read over and become familiar with the **Problems and Procedures** listed in the System. (Posted on Blackboard and with Orientation materials). Write down what you see/do in your notebook, but keep a printout of the Problems and Procedures handy while you enter into E*Value Online to find the best fit to select. Examples: Down syndrome would be recorded as a Genetic/congenital disorder; Poison Ivy is a Contact dermatitis.
- Your notebook should be available daily for your faculty to review and for you to use to present your patients. Your Clerkship Director may ask to see your notebook as well.

Dos and Don'ts

- **Do remember HIPAA**.
- **Do not** record any patient identifiable information (name, DOB, etc.) in your notebook.
- **Never** put a hospital patient label in your notebook as they contain HIPAA protected data and should never leave the building.

Contact Rebecca.shiveler@med.fsu.edu with any problems with E*Value

FSU College of Medicine
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Fields in PxDx *required

#	Field	Notes
1.	Encounter Date *	Cannot back date more than 7 days
2.	Clerkship/Course *	
3.	Clerkship Faculty*	
4.	Campus *	6 regional campuses and rural
5.	Site *	
6.	Setting *	ED, Home, Hosp, NH, Other, OP, Rehab
7.	Age *	
8.	Gender *	
9.	Ethnicity *	
10.	New? *	Y/N
11.	Visit Level of Care *	Min, Mod, Full
12.	Type of Visit *	Acute, Admit, Chronic, Couns, CritCare, Disch, Immun, OB, Prevent, Physical, PostOP, Prenatal, PreOp, Rounds, Sim, Surg, WellCh
13.	Type of Patient *	Real, simulated, model
14.	Notes	Marianna students put faculty specialty if not one of the clerkships
15.	Problems *	
16.	Role for problem*	Must be student
17.	Procedures	
18.	Role for procedure	Observed, assisted, full.

Cut this out and stick one in each of your notebooks to remind you what is needed.