

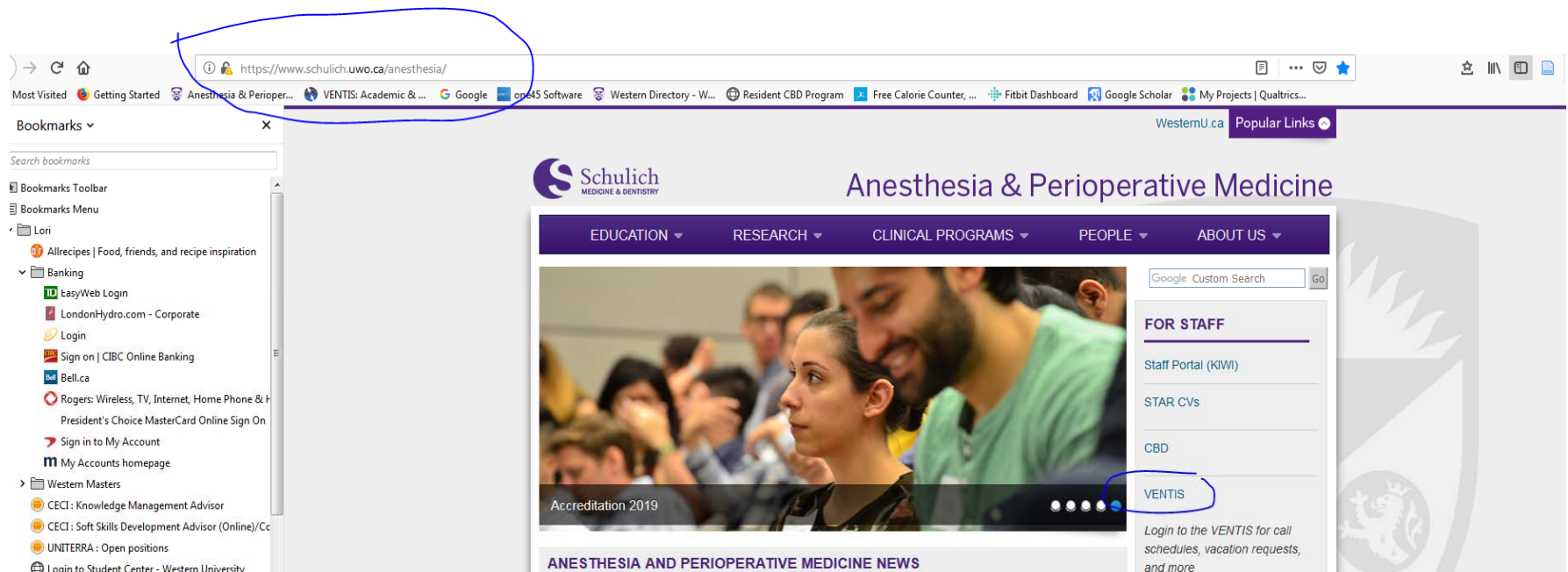
VENTIS USER Guide

June 2019

Department of Anesthesia & Perioperative Medicine

For Initial Login

Easiest way to access VENTIS is through the link on the Anesthesia Home page. You should bookmark this page as it gives you access to just about everything. Once you are there you can bookmark it for ease of access.

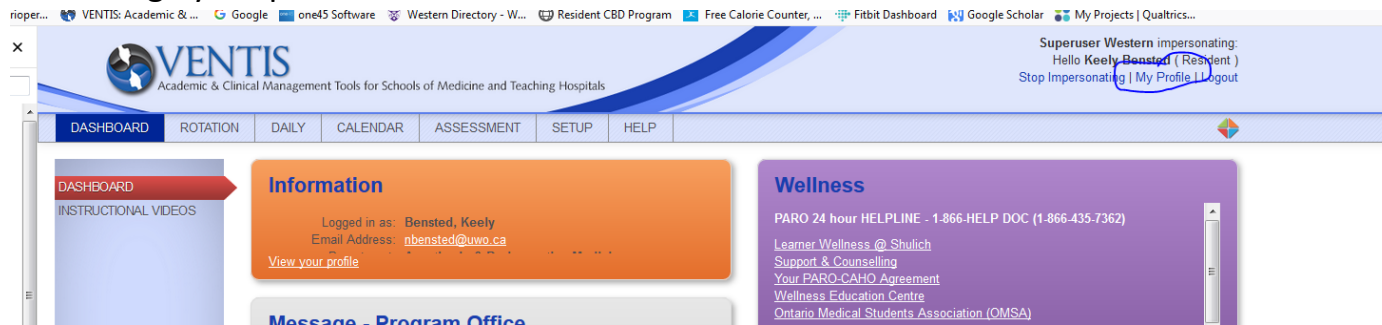


Department of Anesthesia & Perioperative Medicine

For Initial Login

Must be done from a desktop – then you will be able to log in using mobile.

You login name is your lastname and first initial, the password is “temporary”. Once you log in you will be required to accept confidentiality statements and then you can go to your profile and change your password.

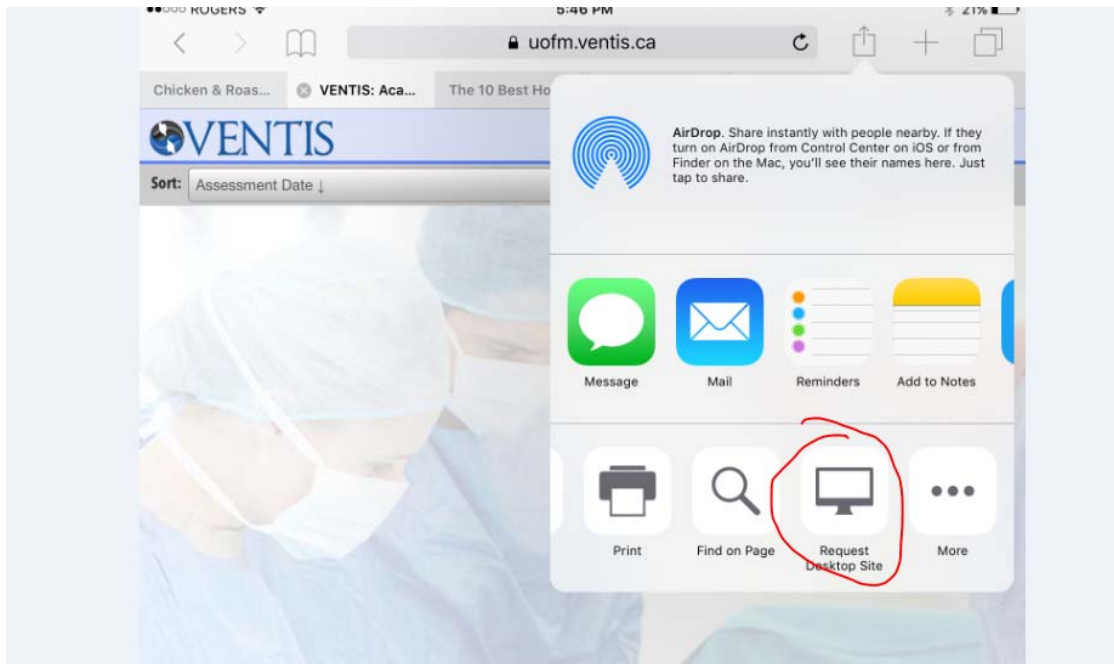


Just type your new password directly over the dots and then make sure to go to the top right and, under the green “actions” drop down, select “save changes”

A screenshot of the VENTIS profile page for 'Bensted, Keely'. The page is divided into several sections: 'Personal Information' (Last Name, First Name, Middle Name(s), Classification, PGME Role, Previous Last Name, Common Name, Gender, Western Email, Common Email), 'Address' (Address, City, Province, Postal Code, Country, Phone, Cell, Pager), 'Program Information' (PGME Role, Department, Specialty / Subspecialty / Stream, Entry Point, Program Site(s), Dual Recipients, Start Date, End Date, Training Length, Actual Training Length, Reason, Special Program, Course Code, ORN, Capex No.), and 'User Information' (Username, Password, Confirm Password). A green 'Save Changes' button is highlighted in the top right corner. The Schulich Western logo is visible in the bottom left corner.

For Mobile Devices

For all mobile devices, you have to log in to VENTIS and then “Request Desktop Site”.

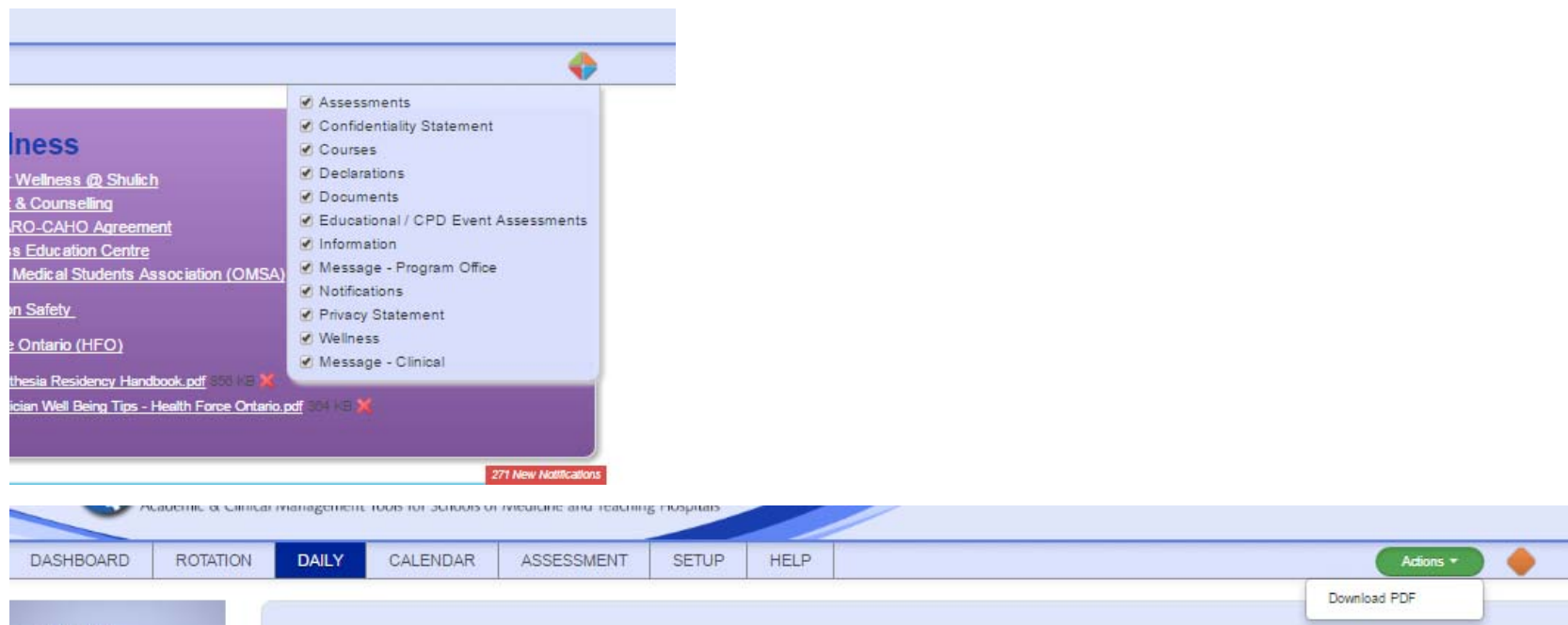


How to get help

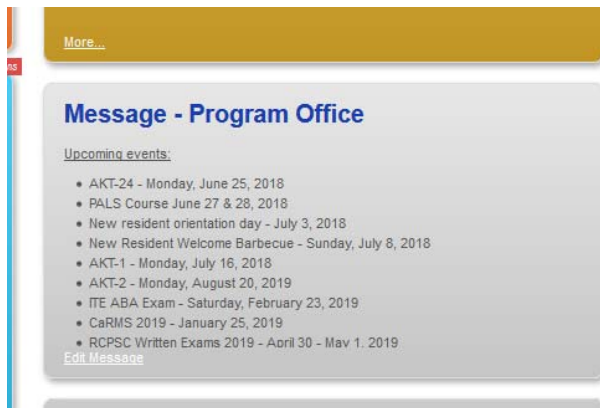
Lori.dengler@lhsc.on.ca or Ext 34247

Department of Anesthesia & Perioperative Medicine

All windows on the Dashboard are customizable, including which ones you are able to see and size and placement. You can uncheck boxes you don't want to see and click on the borders of the boxes themselves to resize or move. Noted the coloured diamonds in the top right corner of every page selected contain information that you should have a look at, as it will often provide information with regard to page view and function. Green "Action" buttons will also have options for other available functions eg. .pdf download.



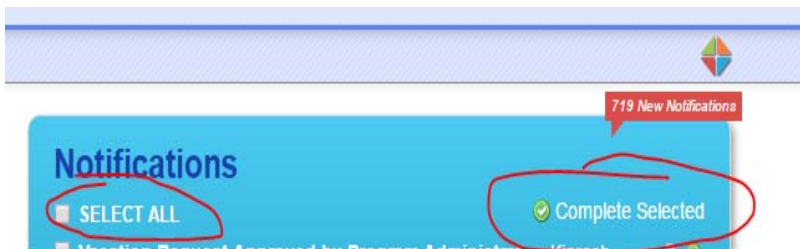
Department of Anesthesia & Perioperative Medicine



The Program Office Message box will contain information from Anesthesia PGE. You can have a look periodically to see upcoming events and announcements.

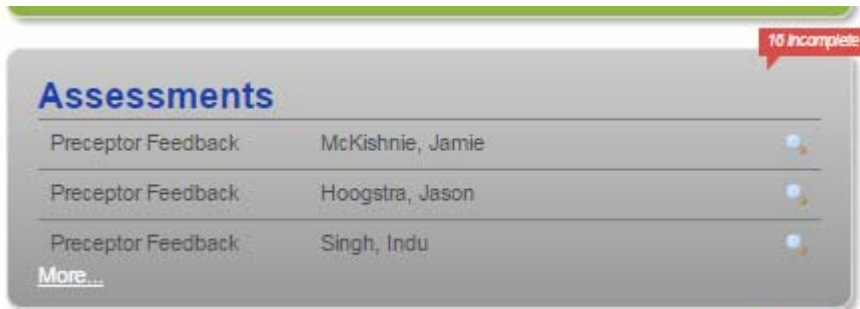


The Wellness box – links to program and external assistance, etc.



This is probably your most important information, and you should have the box located near the top of your dashboard and size it for maximum view. Periodically, once you have addressed the content, you can get rid of the notifications here by 'select'ing and "complete selected"

Department of Anesthesia & Perioperative Medicine



Assessments

Preceptor Feedback	McKishnie, Jamie	10 Incomplete
Preceptor Feedback	Hoogstra, Jason	
Preceptor Feedback	Singh, Indu	

[More...](#)

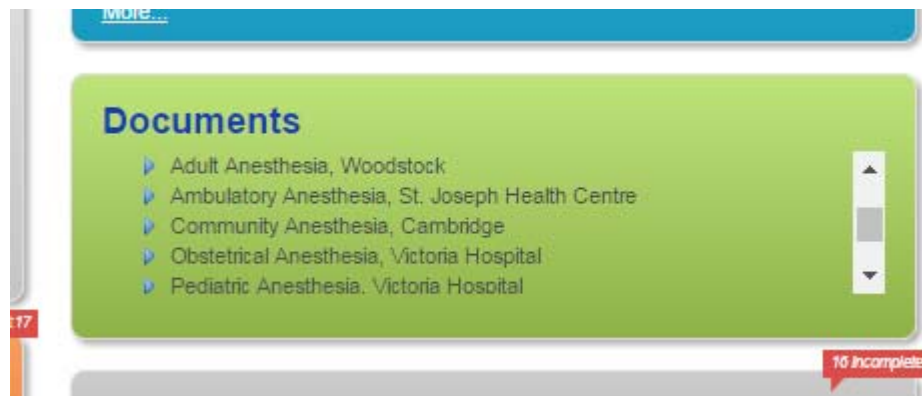
The Assessments box will contain links to assessments that you must complete as part of your rotation – generally preceptor feedback and rotation assessments. These are also replicated in the “Notifications” box.



Educational / CPD Event Assessments

CPD Event Focus On Effective Postoperative Pain Management (2017-02-15)	30 Incomplete
CPD Event TEE Teaching Rounds (2017-02-14)	
CPD Event TEE Teaching Rounds (2017-02-13)	
CPD Event TEE Teaching Rounds (2017-02-10)	
CPD Event Experimental Estradiol as a Neuroprotective Agent (2017-02-09)	

This box contains a link to assessments for Educational event (Academic half-days and rounds) that you are required to complete. Some events will not be pertinent for your particular rotation/PGY status and can be declined using the thumb down option. (Replicated in “Notifications” box).



Documents

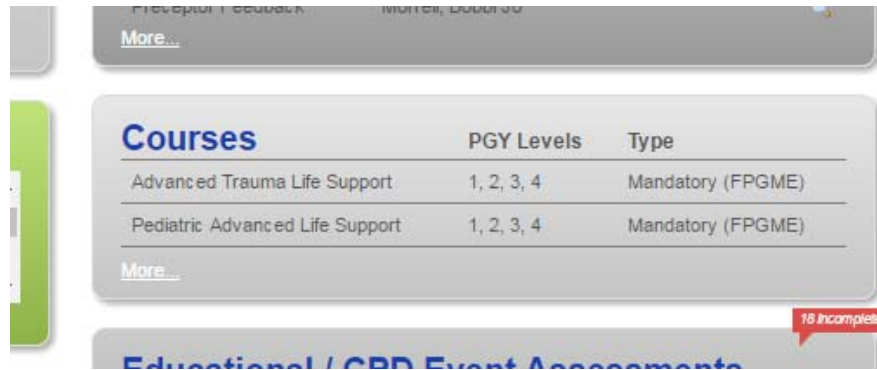
- ▶ Adult Anesthesia, Woodstock
- ▶ Ambulatory Anesthesia, St. Joseph Health Centre
- ▶ Community Anesthesia, Cambridge
- ▶ Obstetrical Anesthesia, Victoria Hospital
- ▶ Pediatric Anesthesia, Victoria Hospital

17

10 Incomplete

This box contains links that are associated with your rotations (ie. rotation objectives and introductory materials)

Department of Anesthesia & Perioperative Medicine



Courses	PGY Levels	Type
Advanced Trauma Life Support	1, 2, 3, 4	Mandatory (FPGME)
Pediatric Advanced Life Support	1, 2, 3, 4	Mandatory (FPGME)

18 Incomplete

Educational / CPE Event Assessments

The courses box lists all mandatory and optional courses available, like ATLS, PALS, and the dates of completion.

Message - Clinical

Has your Time Off request not been accepted or declined? Please look for 'Request Comments' in the 'Notifications - Time Off' box on your Dashboard.

'Blackout' Periods

2019

SOAP May 1-5 in Phoenix, AZ

June 3-7

CAS June 21-24 in Calgary, AB

This box contains any messages that have been sent from Kim in scheduling

Tab 2 - Rotation

This tab contains the academic year rotation schedule and your rotation information and your approved leave requests.

Resident	PGY	1 Jul 1, 2016 Jul 25, 2016	2 Jul 26, 2016 Aug 22, 2016	3 Aug 23, 2016 Sep 19, 2016	4 Sep 20, 2016 Oct 17, 2016	5 Oct 18, 2016 Nov 14, 2016	6 Nov 15, 2016 Dec 12, 2016	7 Dec 13, 2016 Jan 9, 2017	8 Jan 10, 2017 Feb 6, 2017	9 Feb 7, 2017 Mar 6, 2017	10 Mar 7, 2017 Apr 3, 2017	A M
Baragi, Ranjana	4	Research	Obs Anes VH	Anes VH	APOOR VH	Anes UH	EP UH	Thoracic Anes V	Card Anes UH	PCCU VH	Peds Anes VH	Peds I
Behbehani, Hasan	4	Reg Anes UH	Chronic Pain SJ	Anes SJH	Palliative	Pain - Ottawa	POCUS	Peds Anes VH	Peds Anes VH	Peds Anes VH	PCCU VH	Anes U
Belrose, Jillian	1	MED CTU 1 - UH	Ob/Gyn VH	Cardiology	Peds ER	ICU UH	Gen Surg (BOT)	Intro Anes SJH	Intro Anes UH	Intro Anes UH	Intro Anes UH	Resea
Bernstein, Leonora	5	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Borowiec, Sebastian	2	Anes UH	Neuro Anes UH	CCU	Chronic Pain SJ	Obs Anes VH	Resp Windsor	ICU UH	APOOR VH	Vasc Anes VH	Anes UH	ICU U
Brown, Lukas	3	Reg Anes SJH	Elective TBD	Thoracic Anes V	POCUS	ICU - STEEP	Neuro Anes UH	Vasc Anes VH	EP UH	Obs Anes VH	APOOR VH	Amb U
Bulstovic, Ranko	5	Peds Anes VH	Anes Toronto	Consolid SJH	Reg Anes UH	Consolid VH	Consolid VH	Consolid VH	Consolid VH	Consolid VH	Consolid SJH	Conso
Chong, Matthew	3	Card Anes UH	CSRU UH	Neuro Anes UH	Reg Anes SJH	Anes VH	Research	Anes SJH	Anes UH	CCTO VH	Thoracic Anes V	POCUS
Chow, Mike	4	CSRU UH	POCUS	Obs Anes VH	Anes VH	Palliative	Peds Anes VH	Peds Anes VH	Anes VH	PCCU VH	Comm BC	Transp
Dehmel, David	4	Peds Anes UH	PCCU VH	Peds Anes UH	Peds Anes UH	Peds Anes UH	Peds Anes UH	Peds Anes UH	Peds Anes UH	Peds Anes UH	Peds Anes UH	Peds UH

To view only your rotations, you can use the “rotations” option on the left sidebar. You will be able to see the Block #, number of days in the block and a link to the goals and objectives for that rotation.

Block	Rotation	G&O
1 Jul 1 - Jul 31, 2017	31 Adult Anesthesia, University Hospital	
2 Aug 1 - Aug 28, 2017	28 Regional Anesthesia, University Hospital	
3 Aug 29 - Sep 25, 2017	28 Elective Block (To be determined and confirmed by Program Director)	
4 Sep 26 - Oct 23, 2017	28 Palliative Medicine	
5 Oct 24 - Nov 20, 2017	28 Adult Anesthesia, Victoria Hospital	
6 Nov 21 - Dec 18, 2017	28 Intensive Care Unit, University Hospital	
7 Dec 19 - Jan 15, 2018	28 Pediatric Anesthesia, Victoria Hospital	
8 Jan 16 - Feb 12, 2018	28 Pediatric Anesthesia, Victoria Hospital	
9 Feb 13 - Mar 12, 2018	27 Pediatric Anesthesia, Victoria Hospital	

Tab 2 - Rotation

College Report

This tab contains your training information for all years of training. This is the report you submit to the Royal College. It also contains all leave take (vacation or LOA). You should periodically check this information for completeness and accuracy.

REQUESTS	Block 10:	Mar 8 - Apr 4, 2016
COLLEGE REPORT	Block 11:	Apr 5 - May 2, 2016
CREDIT REPORT	Block 12:	May 3 - May 30, 2016
	Block 13:	May 31 - Jun 30, 2016
	Academic Year: 2016 / 2017	Year of Training: 3
	Block 1:	Jul 1 - Jul 25, 2016
	Block 2:	Jul 26 - Aug 22, 2016
	Block 3:	Aug 23 - Sep 19, 2016
	Block 4:	Sep 20 - Oct 17, 2016
	Block 5:	Oct 18 - Nov 14, 2016
	Block 6:	Nov 15 - Dec 12, 2016
	Block 7:	Dec 13 - Jan 9, 2017
	Block 8:	Jan 10 - Feb 6, 2017
	Block 9:	Feb 7 - Mar 6, 2017
	Block 10:	Mar 7 - Apr 3, 2017
	Vacation 7	Mar 20 - Mar 26, 2017
	Block 11:	Apr 4 - May 1, 2017
	Block 12:	May 2 - May 29, 2017
	Vacation 7	May 15 - May 21, 2017
	Block 13:	May 30 - Jun 30, 2017
	Vacation 7	Jun 21 - Jun 27, 2017
	Academic Year: 2017 / 2018	Year of Training: 4
	Block 1:	Jul 1 - Jul 31, 2017
	Vacation 7	Jul 25 - Jul 31, 2017
	Block 2:	Aug 1 - Aug 28, 2017
	Block 3:	Aug 29 - Sep 25, 2017

Tab 2 - Rotation REQUESTS

The landing page on this option will show you detail concerning your leave requests for the academic year selected and their status. Arrows to the left of any leave indicates that there is a “note” attached to the leave. If you click on the arrow, it will expand the screen so that you will be able to see it. You are also able to create your own notes using this screen. It is your responsibility to follow up on all leave requests. Until the status is “approved”, you do not have the time off and will be expected in the OR.

Please advise the program coordinator of any off service leave time as this is also entered here as a matter of housekeeping. It will show as “submitted” (will not be “approved”).

Year: 2019

Block	Start Date	End Date	Days	Type	Status	Submitted
12	2020-05-26	2020-06-01	7	Vacation	Submitted	Jun 24, 2019 at 10:03
7	2020-01-13	2020-01-17	5	Vacation	Submitted	Jun 27, 2019 at 19:36
3	2019-08-29	2019-09-02	5	Vacation	Declined	May 31, 2019 at 11:40
3	2019-08-29	2019-09-03	6	Vacation	Approved	Jun 3, 2019 at 15:25

Approvals

- Resident Submitted May 31, 2019 at 11:40
- Program Administrator Approved Jun 3, 2019 at 09:27
- Block Resident Declined Jun 13, 2019 at 11:10

Type your note here
James Plus - Jun 13, 2019 at 11:10: Duplicate request.

Tab 2 - Rotation **REQUESTS**

Very important – this is where you will make all vacation requests

Block	Start Date	End Date	Days	Type	Status	Submitted
12	2020-05-26	2020-06-01	7	Vacation	Submitted	Jun 24, 2019 at 10:03
7	2020-01-13	2020-01-17	5	Vacation	Submitted	Jun 27, 2019 at 19:36

Add Request

Request Type: Select...
 Academic
 Holy
 Professional
 Vacation

Academic Year: 2019
 Block: Select...

Start Date: [X] End Date: [X]

Buttons: Cancel, Save, Submit

Academic – courses, teaching. Days that are not subject to PARO “professional” day designation.

Holy – do not use this, this is for program designated Christmas holiday break

Professional – these are to be used for PARO 8 day (including floater day) leave

Vacation – any days used of 28 days allowed per annum

Tab 2 - Rotation **REQUESTS**

DASHBOARD	ROTATION	DAILY	CALENDAR	ASSESSMENT	SETUP	HELP	Search	Actions
SCHEDULES	ROTATIONS	REQUESTS	COLLEGE REPORT	CREDIT REPORT				
Year	2017							All
Block	Start Date ↓	End Date	Days	Type	Status	Submitted		
1	2017-07-25	2017-07-31	7	Vacation	Submitted	Apr 24, 2017 at 09:48		

Notifications

Author
Dengler, Lori

Category
Select...

☐ SELECT ALL ☒ Complete Selected

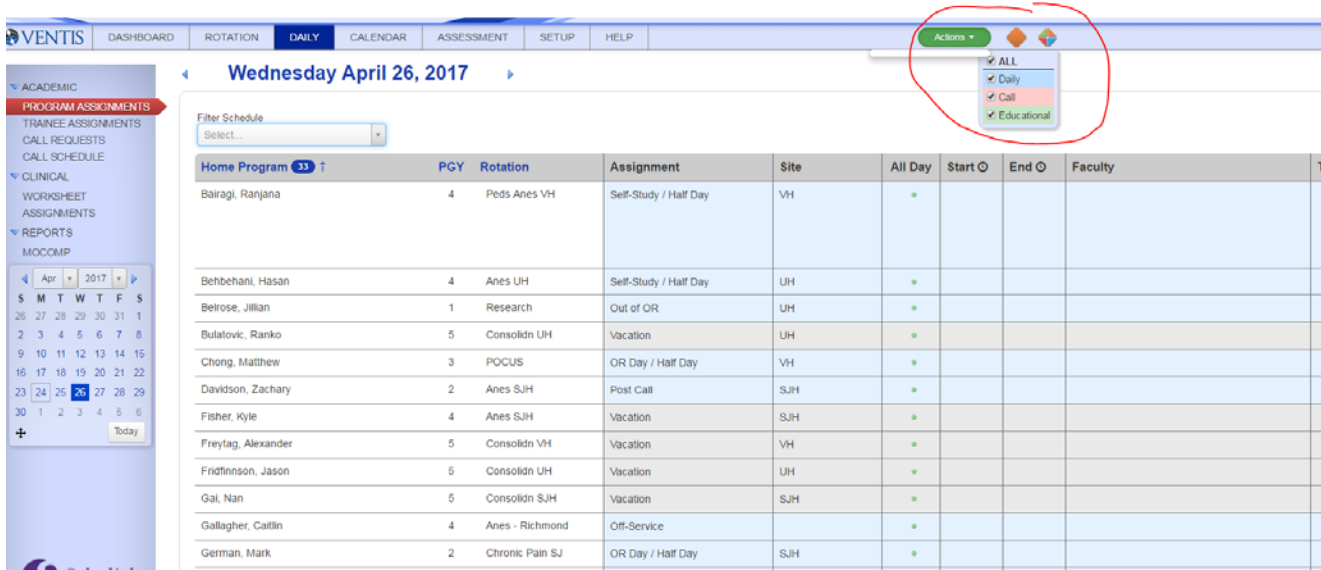
☐ **Vacation Request Approved:** Your Request for Vacation from 2017-07-03 to 2017-07-09 has been Approved.
Lori Dengler on Apr 19, 2017 at 11:36

☐ Vacation Request Approved: Your Request for Vacation from 2017-08-03 to 2017-08-09 has been Approved.
Lori Dengler on Apr 19, 2017 at 11:36

Tab 3 - Daily

This tab contains the all scheduling information that you will need to access, both academic and clinical as listed on the sidebar.

Program Assignments



Wednesday April 26, 2017

Filter Schedule
Select...

Home Program	PGY	Rotation	Assignment	Site	All Day	Start	End	Faculty	Tra
Bairagi, Ranjana	4	Peds Anes VH	Self-Study / Half Day	VH	*				
Behbehani, Hasan	4	Anes UH	Self-Study / Half Day	UH	*				
Belrose, Jillian	1	Research	Out of OR	UH	*				
Bulatovic, Ranko	5	Consoldn UH	Vacation	UH	*				
Chong, Matthew	3	POCUS	OR Day / Half Day	VH	*				
Davidson, Zachary	2	Anes SJH	Post Call	SJH	*				
Fisher, Kyle	4	Anes SJH	Vacation	SJH	*				
Freytag, Alexander	5	Consoldn VH	Vacation	VH	*				
Fridfinson, Jason	5	Consoldn UH	Vacation	UH	*				
Gai, Nan	5	Consoldn SJH	Vacation	SJH	*				
Gallagher, Caitlin	4	Anes - Richmond	Off-Service		*				
German, Mark	2	Chronic Pain SJ	OR Day / Half Day	SJH	*				

This record shows you all activities for all anesthesia residents including rotation, daily assignment, site, call and educational events. You can filter the table using the rust diamond to see only the activities you would like to look at. This can be useful for see who is on call (trainees only) or what educational events are occurring on that date.


Department of Anesthesia & Perioperative Medicine

Trainee Assignment

Academic & Clinical Management Tools for Schools of Medicine and Teaching Hospitals

Stop impersonating | My Profile | Logout

DASHBOARD ROTATION **DAILY** CALENDAR ASSESSMENT SETUP HELP

Search **Actions** 

ACADEMIC
PROGRAM ASSIGNMENTS
TRAINEE ASSIGNMENTS
CALL REQUESTS
CALL GRD
CALL BY TYPE
CALL SCHEDULE
CLINICAL
REPORTS

Year: 2016 Block: 9: Feb 7, 2017 - Mar 6, 2017 Trainee: Brown, Lukas Rotation: Obs Anes VH

Days: 28 Filter:

☒ ALL
☒ Daily
☒ Call
☒ Educational

Date	Assignment	Site	All Day	Start	End	Faculty	Trainee	Visitor
Tue, Feb 7, 2017	Obstetrics	VH	<input checked="" type="checkbox"/>	08:00	18:00	Dhir, Shalini	Elsaharty, Aya	
Wed, Feb 8, 2017	Pre Call	VH	<input checked="" type="checkbox"/>			Select...	Select...	Select...
Thu, Feb 9, 2017	Post Call	VH	<input checked="" type="checkbox"/>			Select...	Select...	Select...
Fri, Feb 10, 2017	Obstetrics	VH	<input checked="" type="checkbox"/>	08:00	18:00	Singh, Indu	Subramani, Yamini	
Sat, Feb 11, 2017	Select...	Select...	<input type="checkbox"/>			Select...	Select...	Select...
Sun, Feb 12, 2017	Select...	Select...	<input type="checkbox"/>			Select...	Select...	Select...
Mon, Feb 13, 2017	Obstetrics	VH	<input checked="" type="checkbox"/>	08:00	18:00	Vedagiri Sai, Ramesh	Elsaharty, Aya	
Tue, Feb 14, 2017	Obstetrics	VH	<input checked="" type="checkbox"/>	08:00	18:00	Armstrong, Paidrig	Subramani, Yamini	
Wed, Feb 15, 2017	Obstetrics	VH	<input checked="" type="checkbox"/>	09:00	18:00	Batohi, Pravin	Subramani, Yamini	
Thu, Feb 16, 2017	Obstetrics	VH	<input checked="" type="checkbox"/>	08:00	18:00	Gros, Michelle		
Fri, Feb 17, 2017	Obstetrics	VH	<input checked="" type="checkbox"/>	08:00	18:00	Vedagiri Sai, Ramesh		

This sheet has the same functionality and information as the Program Assignment sheet, only it is specific to you. You can select any Block and see the entire schedule. You can download a pdf of this sheet using the green “action” button at the top.

Call Requests

You can use this tab and make your call requests for every block. The requests will be closed when the Block resident is not accepting any more requests and you won't be able to select any options.

Date	Assignment	Call	Educational Events (Presenting)	Call Preference
Sat, Jul 1, 2017				<input type="button" value="No"/> <input type="button" value="Call"/> <input type="button" value="No Call"/>
Sun, Jul 2, 2017				<input type="button" value="No"/> <input type="button" value="Call"/> <input type="button" value="No Call"/>
Mon, Jul 3, 2017	OR Day			<input type="button" value="No"/> <input type="button" value="Call"/> <input type="button" value="No Call"/>
Tue, Jul 4, 2017	OR Day			<input type="button" value="No"/> <input type="button" value="Call"/> <input type="button" value="No Call"/>
Wed, Jul 5, 2017	OR Day			<input type="button" value="No"/> <input type="button" value="Call"/> <input type="button" value="No Call"/>
Thu, Jul 6, 2017	OR Day			<input type="button" value="No"/> <input type="button" value="Call"/> <input type="button" value="No Call"/>
Fri, Jul 7, 2017	OR Day			<input type="button" value="No"/> <input type="button" value="Call"/> <input type="button" value="No Call"/>
Sat, Jul 8, 2017				<input type="button" value="No"/> <input type="button" value="Call"/> <input type="button" value="No Call"/>
Sun, Jul 9, 2017				<input type="button" value="No"/> <input type="button" value="Call"/> <input type="button" value="No Call"/>
Mon, Jul 10, 2017	OR Day			<input type="button" value="No"/> <input type="button" value="Call"/> <input type="button" value="No Call"/>

Department of Anesthesia & Perioperative Medicine

Call Requests

PROCESS

Click on “No Call” if you need/would like to be off call. A pop-up will require that you confirm the date and enter a reason. Can be “vacation”, on course, etc.

VENTIS
Academic & Clinical Management Tools for Schools of Medicine and Teaching Hospitals

Dashboard | ROTATION | **DAILY** | CALENDAR | ASSESSMENT | SETUP

ACADEMIC
PROGRAM ASSIGNMENTS
TRAINEE ASSIGNMENTS
CALL REQUESTS
CALL SCHEDULE
CLINICAL
WORKSHEET
ASSIGNMENTS
REPORTS
MOCOMP

Year: 2017 | Block: 1: Jul 1, 2017 - Jul 31, 2017

Date	Assignment
Sat, Jul 1, 2017	
Sun, Jul 2, 2017	
Mon, Jul 3, 2017	OR Day
Tue, Jul 4, 2017	OR Day
Wed, Jul 5, 2017	OR Day

Call Preference
Date: 2017-07-01
Preference: No Call
Reason: Away!
Cancel OK

Once you have selected “no call”, the time will be highlighted in red. If you select “Call”, the highlight will be green.

DASHBOARD	ROTATION	DAILY	CALENDAR	ASSESSMENT	SETUP	HELP
ACADEMIC PROGRAM ASSIGNMENTS TRAINEE ASSIGNMENTS CALL REQUESTS CALL SCHEDULE CLINICAL WORKSHEET ASSIGNMENTS REPORTS MOCOMP	Year: 2017 Block: 1: Jul 1, 2017 - Jul 31, 2017					
Date	Assignment	Call	Educational Events (Presenting)	Call Preference		
Sat, Jul 1, 2017				No	Call	No Call
Sun, Jul 2, 2017				No	Call	No Call
Mon, Jul 3, 2017	OR Day			No	Call	No Call
Tue, Jul 4, 2017	OR Day			No	Call	No Call
Wed, Jul 5, 2017	OR Day			No	Call	No Call
Thu, Jul 6, 2017	OR Day			No	Call	No Call

Call Check

This is also an easy way to check your call assignments for a specific Block once they have been entered. It is always a good idea to verify that your assignments (including pre and post call) have been scheduled accurately and according to the distributed call schedule.

Google Chrome isn't your default browser. [Set as default](#)

VENTIS DASHBOARD ROTATION **DAILY** CALENDAR REGISTRATION ASSESSMENT SETUP HELP

ACADEMIC
 PROGRAM ASSIGNMENTS
 TRAINEE ASSIGNMENTS
CALL REQUESTS
 CALL GRID
 CALL BY TYPE
 CALL SCHEDULE
 EDUCATIONAL EVENTS
 CLINICAL
 REPORTS
 RVG

Schulich
 MEDICINE & DENTISTRY
 Western
 UNIVERSITY - CANADA
 London Health
 Sciences Centre

Year: 2018 Block: 4: Sep 25, 2018 - Oct 22, 2018 Trainee: Bae, Sandy

You are not eligible to enter Call Requests during this period.

Date	Assignment	Call	Educational Events (Presenting)	Call Preference
Tue, Sep 25, 2018	OR Day			No
Wed, Sep 26, 2018	OR Day / Half Day			No
Thu, Sep 27, 2018	OR Day			No
Fri, Sep 28, 2018	OR Day	• OR 2nd Call (Friday)		No
Sat, Sep 29, 2018	OR Day			No
Sun, Sep 30, 2018	OR Day	• OR 1st Call - VH		No
Mon, Oct 1, 2018	Post Call			No
Tue, Oct 2, 2018	OR Day			No
Wed, Oct 3, 2018	OR Day / Half Day			No
Thu, Oct 4, 2018	OR Day			No
Fri, Oct 5, 2018	OR Day			No Call
Sat, Oct 6, 2018	OR Day			No Call
Sun, Oct 7, 2018	OR Day			No Call
Mon, Oct 8, 2018	Stat Holiday			No Call
Tue, Oct 9, 2018	Pre Call	• OB Night Call		No
Wed, Oct 10, 2018	Post Call			No
Thu, Oct 11, 2018	OR Day			No

Tab 3 - Daily

PROGRAM ASSIGNMENTS

TRAINEE ASSIGNMENTS

CALL REQUESTS

CALL SCHEDULE

CLINICAL

WORKSHEET

ASSIGNMENTS

REPORTS

MOCOMP

2016

9: Feb 7, 2017 - Mar 6, 2017

Title	Specialty / Subspecialty / Stream	Scheduler	Columns	Approved	
Victoria Hospital	Anesthesiology	, ...	14	Yes	View Download
University Hospital	Anesthesiology	, ...	16	Yes	View Download

“Call Schedule” will allow you to view and/or download all approved resident call schedules by block

Year: 2016
Block: 9: Feb 7, 2017 - Mar 6, 2017 [Download](#)

Anesthesiology: University Hospital Resident OR Call Schedule

Date	Resident OR Call 19855	OR Day Call	Wknd OR 2nd Day Call	OR 1st Night Call	Wknd OR 2nd Night Call	OR 2nd Call	Wknd OR 1st Day Call	Wknd OR 1st Night Call
Tue Feb 7	Mohajer, Kiarash			Turkstra, Tim		Flier, Suzanne		
Wed Feb 8	Melton, Natalie			Mack, Peter		Zhou, Ray		
Thu Feb 9	German, Mark			Dhir, Achal		Arango, Miguel		
Fri Feb 10	Melton, Natalie			McFarling, Matthew		Cave, Anita		
Sat Feb 11	Belrose, Jillian		Giraldo, Mauricio		Granton, Jeff		Granton, Jeff	Giraldo, Mauricio
Sun Feb 12	Melton, Natalie		Zhou, Ray McFarling, Matthew				Zhou, Ray	McFarling, Matthew
Mon Feb 13	Fridfinnson, Jason			Noppens, Ruediger		Taneja, Ravi		

Tab 3 - Daily

The “Clinical Worksheet” provides daily assignment information. It contains citywide scheduling and assignments for all OR/Clinic/Rooms. You will be able to check this worksheet daily by 3:00 pm for the next day’s assignment.

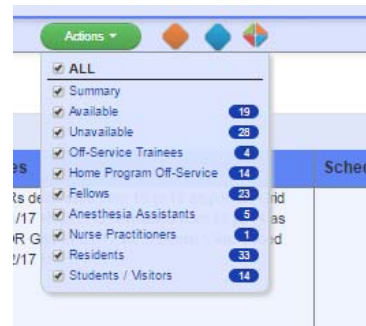
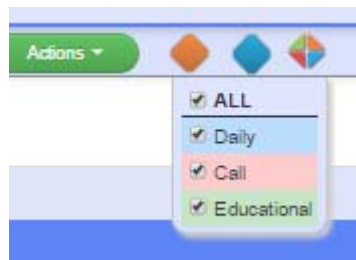
Friday February 17, 2017

Summary	Required	Notes	Scheduling Notes
Consultant	21/21	Regular 11/11 Pain 1/1 Post Call 1/1	
	Block Room 1/1 Radiology 0/0 Pre Call 1/1		
	Cardiac 3/3 Rebook 0/0		
	EP/CIU/Cath 1/1 TEE 1/1		
Ramiro Arellano	PAC 1/1 Dental Clinic 0/0		

Notes: 1) ORs decreased from 16 to 15 as per OR Grid 19/01/17 kh 2) ORs decreased from 15 to 14 as per OR Grid 31/01/17 kh 3) Dental Clinic closed 03/02/17 kh

Name	Assignment	Site	Notes	1 st Room	2 nd Room	Start	End	Trainee	Call	Site	Status
Arellano, Ramiro	TEE	UH	OR Manager	TEE		08:00	15:30			UH	
Armstrong, Kevin	Regular	UH		OR #07		08:00	15:30			UH	
Bainbridge, Daniel	Cardiac	UH		OR #08		08:00	18:00			UH	
Borger, Jon	Regular	UH		OR #12		08:00	15:30			UH	
Brookes, Jon	Block Room	UH		Block		08:00	16:00			UH	

There are many filters and options you can use on this sheet to only look at your site and information that is important to you. You can do this with the coloured diamonds beside the green action button



Tab 4 - Calendar

This is one of the best tabs in the program. All in one place, intuitively, is all of the information you will need on a daily basis. It includes all assignments, educational events, call and scheduled vacation. Clicking on any item will populate a detailed description and provide links to any pertinent documents.

				for Thorac...			
				16:00 Mock Oral - Dr. Takis Tryphono...			
2	3	4	5	6	7	8	
Block 10: Obs Anes VH		Block 11: Reg Anes SJH					
07:00 TEE Teaching Rounds		Time Off: Vacation					
08:00 L & D / Obstetrics VH / VH		Vacation SJH	Vacation SJH	Vacation SJH	Vacation SJH		
16:00 Effect of Perineural Dexametha...			13:00 Anesthetic Management of Thora...	07:00 Neuroanesthesia Journal Club	07:00 TEE Teaching Rounds		
16:00 TEE 3D			15:00 Management of Hemoptysis and B...				
			16:00 Mock Oral - Dr. Ranjana Bairag...				
9	10	11	12	13	14	15	
Block 11: Reg Anes SJH							
Time Off: Vacation		07:00 EP: Pacemakers and ICD's	06:45 Clinical impact of disinvestme...	07:00 Moyamoya Case Presentation	Good Friday	08:00 OB Day Call (VH)	
Vacation SJH		08:00 Block Room / Block/Pain SJH / SJH	07:30 "Anesthetic considerations fo...	08:00 Block Room / Block/Pain SJH / SJH	Stat Day SJH		
07:00 TEE Teaching Rounds			07:45 Resident Rounds- Anesthesia at...				
16:00 TEE 3D			09:00 Block Room /				

09:00OR Day / APS | VH / VH

OR Day / APS | VH / VH

Assignment: OR Day / APS

Site: VH / VH

Time G: 09:00 - 16:00

1st Room: APS

2nd Room: PAC

Rotation: APOOR VH

Faculty: Vedagiri Sai, Ramesh

Notes: Carry OB Pager 9-5

OR Day | VH Out of OR | VH Anesthesia and Acromegaly

Tab 5 - Assessment

The landing page for this tab shows you all of your “to do” assessments, for all events. You can have a look around and check the sorting and filter features. The “pencil” button will pull up the assessment for you to complete, and the “thumbs down” will allow you to opt out of an event you did not attend.

Academic Year: 2016/17

Assessment Type: Select... Assessor: Select... Assessee / Topic: Select... Block: Select... Rotation: Select... Status: Select...

Template	Assessor	Assessee / Topic	Block	Rotation	Status
Preceptor Feedback	Davidson, Zachary	Fantillo, Vanessa	9	APOOR VH	New
CPD Event	Davidson, Zachary	Journal Club: Decompressive Craniectomy Trial (2017-02-16)	9		New
CPD Event	Davidson, Zachary	Focus On Effective Postoperative Pain Management (2017-02-15)	9		New
Educational Event - Teaching	Davidson, Zachary	Respiratory Physiology I (2017-02-15)	9		New

All assessments are click technology using likert scales, with some mandatory text boxes. The program scrolls through the assessment, moving to the next question once you have selected your response.

Tab 5 - Assessment

You are able to look at different assessments using the Green tab on the top right including about me, my to do, my save and my submitted. You can sort and filter any reports using the drop boxes at the top of the page, or the column headers.

The screenshot displays the 'Assessment' interface. On the left is a sidebar with navigation tabs: 'ASSESSMENTS' (highlighted in red), 'REPORTS', '60', 'CLINICAL ENCOUNTER', 'CLINICAL SUPERVISION' (highlighted in green), 'EVENT PRESENTER', and 'EVENT VENUE'. The main content area features a top filter section with dropdowns for 'Academic Year' (2016/17), 'Assessment Type' (Select...), 'Assessor' (Select...), 'Assessee / Topic' (Select...), 'Block' (Select...), 'Rotation' (Select...), and 'Status' (Select...). Below this is a table with columns: Template, Assessor, Assessee / Topic, Block, Rotation, and Status. The table contains two rows of data. A red circle highlights the 'About Me' dropdown menu in the top right corner, which lists options: All, My To Do, My Saved, and My Submitted.

Template	Assessor	Assessee / Topic	Block	Rotation	Status
Clinical Supervision	Nagappa, Mahesh	Leeper, Terrence	11	Reg Anes SJH	Completed
Clinical Supervision	Singh, Indu	Leeper, Terrence	11	Reg Anes SJH	Completed

You will notice a “lock” on some of these assessments, they will not be unlocked for your viewing until you have completed your assigned assessments for the Block. Once this is done (after the end of the Block) you will be able to see each assessment (dailies and ITARs) that have been completed about you, either individually, or in a report.

Tab 5 – Completing Preceptor Feedback

These are distributed daily, much like the Daily Encounters are distributed to your preceptors. You are expected to complete and return these. There is a minimum response rate of 80%. Remember, this information is confidential and is vital to the continued excellence of teaching in our department .

I review all feedback before it is available to your preceptors. I am able to change anything, or “uninclude” any contextual feedback that you ask me to review but not pass on. I am unable to see who has submitted the feedback, so anonymity is virtually complete. I could find out, but I won't.

The screenshot shows a web interface for 'Preceptor Feedback'. On the left is a sidebar with 'ASSESSMENTS' and 'REPORTS' sections. The 'REPORTS' section lists '360', 'CLINICAL ENCOUNTER', 'CLINICAL SUPERVISION', 'EVENT PRESENTER', and 'EVENT VENUE'. The main content area is titled 'Medical Expert' and contains the text 'Teaches diagnostic skills and coaches me on my clinical/technical skills'. Below this is a three-point rating scale: 1. Unacceptable - disruptive, disrespectful or unengaged; 2. Weak - minimally engaged, dismissive; 3. Satisfactory - covers the basics. On the right, the 'Preceptor Feedback' section shows 'ANESTHESIOLOGY' and the date '2017-03-06'. A 'Save' button and a 'Submit on or after 2017-03-06' date field are circled in red. The status '0% complete' is shown. A 'Demographics & Information' section is partially visible at the bottom.

ASSESSMENTS

REPORTS

- 360
- CLINICAL ENCOUNTER
- CLINICAL SUPERVISION
- EVENT PRESENTER
- EVENT VENUE

Medical Expert

Teaches diagnostic skills and coaches me on my clinical/technical skills

- 1 Unacceptable - disruptive, disrespectful or unengaged
- 2 Weak - minimally engaged, dismissive
- 3 Satisfactory - covers the basics

Preceptor Feedback

ANESTHESIOLOGY

2017-03-06

Save Submit on or after 2017-03-06 0% complete

Demographics & Information

Tab 5 – Educational Event Feedback

You will be “invited” to many events for which you will receive assessments. Some you will not attend, which can be removed from your “to do”s here on the dashboard. These assessments are distributed the day of the event, and, as always, your feedback is important to the maintenance or relevant and meaningful curriculum.

The screenshot shows a web interface for providing feedback on a CPD event. On the left, there is a profile section for 'Giraldo, Mauricio' with a photo and a section titled 'Activity Quality' with a sub-header 'Met the stated learning objectives'. Below this is a five-point rating scale from 'Strongly Disagree' to 'Strongly Agree'. On the right, there is a 'CPD Event' section with the title 'NEURO PROBLEM BASED LEARNING DISCUSSION'. It includes 'Save' and 'Submit' buttons, a progress indicator '0% complete', and a 'Demographics & Information' section with fields for 'Presenter(s)', 'Topic', 'Date', 'Venue', and 'Instructions'.

Giraldo, Mauricio

Activity Quality

Met the stated learning objectives

1 Strongly Disagree

2 Disagree

3 Neutral

4 Agree

5 Strongly Agree

CPD Event

NEURO PROBLEM BASED
LEARNING DISCUSSION

Save Submit 0% complete

▼ Demographics & Information

Presenter(s)
Mauricio Giraldo

Topic
Journal Club:
Decompressive
Craniectomy Trial

Date
2017-02-16

Venue
UH - Anesthesia Library

► Instructions

Tab 5 – Your Assessments

This tab is also where you will be able to view assessments that are specific to you. You will only be able to access this information at the end of a rotation once you have completed all of your preceptor and rotation assessments for that block.

Using the green “My to do” button, you should select “about me”. All assessments of you will be viewable including ITARs and individual clinical supervisions. There are many useful filters across the top of the page, and all columns are sortable

ASSESSMENTS

REPORTS

360

CLINICAL ENCOUNTER

CLINICAL SUPERVISION

EVENT PRESENTER

EVENT VENUE

Academic Year
2016/17

Assessment Type
ITAR

Assessor
Select...

Assessee / Topic
Select...

Block
Select...

Rotation
Select...

Status
Select...

Template Assessor Assessee / Topic Block Rotation Status

About Me

Tab 5 – Your Assessment Reports

There is currently one report about you (summary reports from submitted supervisions and reviews) that will be of interest.

Daily Encounter

The screenshot shows a web application interface for 'Academic & Clinical Management Tools for Schools of Medicine and Teaching Hospitals'. The top navigation bar includes links for 'DASHBOARD', 'ROTATION', 'DAILY', 'CALENDAR', 'ASSESSMENT' (active), 'SETUP', and 'HELP'. On the right of the bar are links for 'Stop Impersonating | My Profile | Logout' and an 'Actions' dropdown menu. The left sidebar lists 'ASSESSMENTS' and 'REPORTS' with sub-items: '360', 'CLINICAL ENCOUNTER', 'CLINICAL SUPERVISION', and 'DAILY ENCOUNTER' (highlighted with a red arrow). The main content area features a filter box with 'Start Date' and 'End Date' dropdowns, both set to 'Block 13 - 2019-06-04' and 'Block 13 - 2020-06-30' respectively. A green 'My Reports' button is located to the right of the filter box. Below the filter box, there are tabs for 'Score', 'Comments Summary', and 'Charts'. The 'Score' tab is currently selected, showing a 'Passage Summary' table.

Tab 5 – Your Assessment Reports

Event Presenter

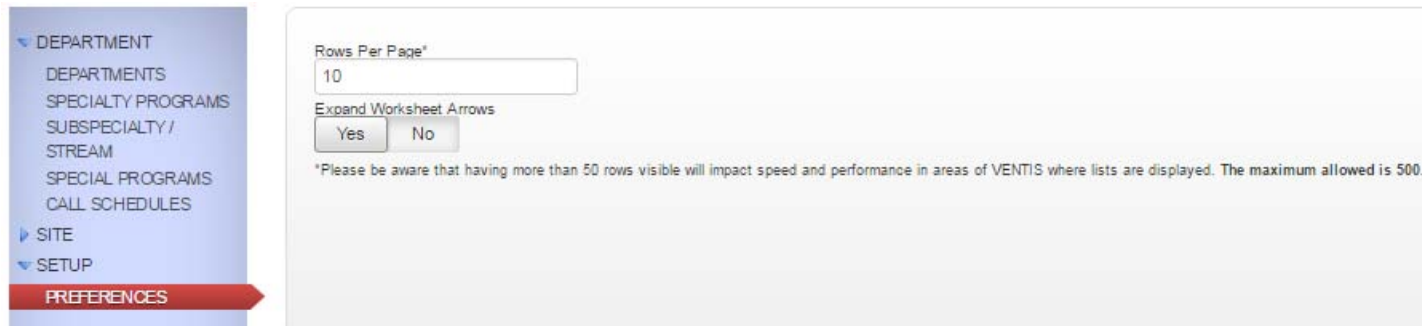
As an event presenter you will receive feedback from your peers and/or faculty. To check a summary of these assessments, you click on “event presenter” enter the block date(s). You may have several events from which to choose. When you select one, a report, with scores and comments summaries will be available for viewing. Comments must be approved before they can be published, so if you are unable to access a report, send me an email and I will make sure the report information is complete.

The screenshot shows the 'Event Presenter' interface for Lukas Brown. The sidebar on the left has 'EVENT PRESENTER' highlighted. The top filter bar shows 'Start Date' as 'Block 1 - 2016-07-01' and 'End Date' as 'Block 11 - 2017-05-01'. The 'Topic' dropdown is set to 'Bilateral nephrectomy: ...'. The 'Score' tab is selected, showing a score of 20. The 'Evaluations' table lists several topics with their respective scores and Likert scale results.

Topic	Score	N/A	Likert 1	Likert 2	Likert 3	Likert 4	Likert 5
Bilateral nephrectomy: A pain in the potassium (2017-02-08)	00	-	-	-	15%	70%	15%
Epidural Insertion (2016-08-31)	10	-	-	-	10%	70%	20%
Heart and Heart-Lung Transplant (2017-01-18)							

Tab 6 – Setup

The only utility you have in this tab is to change your “rows per page” – I recommend you change it to 50 – and “expand work sheet arrows”. The default is yes and you should leave it on that setting for optimal worksheet views.



The screenshot shows the VENTIS interface. On the left is a navigation menu with the following items: DEPARTMENT, DEPARTMENTS, SPECIALTY PROGRAMS, SUBSPECIALTY / STREAM, SPECIAL PROGRAMS, CALL SCHEDULES, SITE, and SETUP. The SETUP item is expanded, showing a sub-menu with PREFERENCES highlighted in red. The main content area displays the 'Rows Per Page*' setting with a text input field containing the value '10'. Below this is the 'Expand Worksheet Arrows' setting with two buttons: 'Yes' (which is selected) and 'No'. A footnote at the bottom states: '*Please be aware that having more than 50 rows visible will impact speed and performance in areas of VENTIS where lists are displayed. The maximum allowed is 500.'

Tab 7– Help

This tab is still a work in progress as the program is tweaked for utility. It is, however, very useful, and you should refer to it when necessary as a first goto.

You can also, at any time, send me a quick email or give me a call and I will be happy to help.

How to get help

Lori.dengler@lhsc.on.ca or Ext 34247