

## PxDx Quick Reference for BSN Students (rev Jan 2015)

**What is PxDx?** It's an E\*Value feature that captures technical, hands-on skills (procedures) performed by BSN students during clinical practicum courses. PxDx is short for **Procedure & Diagnosis Tracking**.

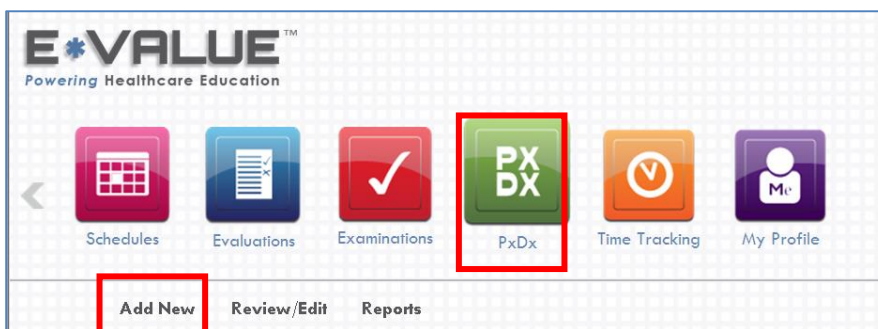
**How does PxDx work?** In a nutshell, BSN students use PxDx to log skills online, and course faculty use PxDx to confirm or reject them online.

**Faculty and students can view student data and/or print reports at any time.** Reports can be filtered to include as much or as little data as the user wishes.

- Students can view data and/or print reports **ONLY about themselves**.
- Faculty can view data and/or print reports about **ALL students**.

PxDx is **MANDATORY** for all Traditional and CARE students.

**Accessing PxDx.** Login to E\*Value ...



- Click the **PxDx** tile, then **Add New**

OR

- Click the **Log Procedures shortcut link** (at the top of your E\*Value Home Page)

### Logging a skill: Step 1

**Procedure Tracking**

Main | Procedures | Review

**Interaction Date \***  
7/24/2012

**Course \***  
{Please select}

**Faculty \***  
{Please select}

Next -->

Save Record Cancel

Starting at the **Procedure Tracking** screen's **MAIN** tab, select:

- 1 An **Interaction Date** to indicate when the skill was performed
- 2 A practicum **Course** to identify the course in progress when the skill was performed
- 3 The **Faculty** who supervised the clinical experience

When you're finished, click **Next** →

## Logging a skill: Step 2

Use the **PROCEDURES** tab to select **skills** (procedures). **Skills are grouped by topic (not by course)**. When you select a Group, the skills assigned to that group appear in a Procedure window. In the example below, **IV Therapy** was selected from the Group drop down, and the skills assigned to that group appear in the window below it.

**Students should ONLY log skills actually performed in the presence of their faculty supervisor.**

**Procedure Tracking**

Main **Procedures** Review

**Group:**  
IV Therapy

**Procedure: \***

Filter:

- Access PICC line
- Access port-a-cath
- Administer IV fluids using a buretrol
- Assemble IV set-up (soln, tubing, etc)
- Calculate IV flowrate
- Calculate IV flowrate (dosage in mcg/kg/min)
- Calculate IV flowrate (dosage in mcg/min)
- Calculate IV flowrate (dosage in mg/hr)
- Calculate IV flowrate (dosage in mg/min)

**Role: \***  
~~Performed~~

Add Procedure

Primacy	Procedure	Your Role	Remove	Move
1	Assemble IV set-up (soln, tubing, etc)	Performed	⊖	↑ ↓
2	Calculate IV flowrate	Performed	⊖	↑ ↓
3	Oral care (unconscious patient)	Performed	⊖	↑ ↓
4	Measure weight (in-bed scale)	Performed	⊖	↑ ↓

Next -->

Save Record Cancel

- 1 Select a **Group**
- 2 Select a **Procedure** (skill)
- 3 Click **Add Procedure**

Repeat these steps to add more skills.

**Note:** Each time you click **Add Procedure**, the skill is added to a table that you can edit.

When you're finished, click **Save Record** to end the session. (If you want to review your work first, click **Next** → instead)

**Note:** Skip the **Role** section (there's nothing for you to select).

## Reviewing your work: Step 3 (optional)

The optional **REVIEW** tab provides a summary of what you entered on the Main tab (Interaction Date, Course & Faculty) and the Procedures tab (skills).

**Procedure Tracking**

Main Procedures **Review**

Print this page

Interaction Date \* 7/24/2012  
Course \* NURS 3362 Adult Health Nursing Practicum  
Faculty \* Cefalu, Jean

Primacy	Procedure	Your Role
1	Assemble IV set-up (soln, tubing, etc)	Performed
2	Calculate IV flowrate	Performed
3	Oral care (unconscious patient)	Performed
4	Measure weight (in-bed scale)	Performed

Save Record Cancel

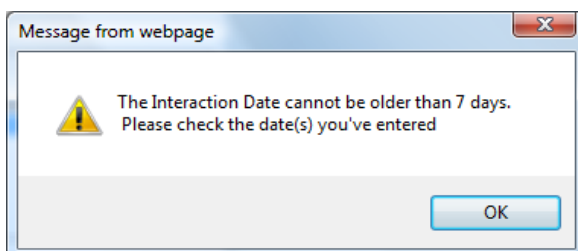
To make changes, simply click the appropriate **tab** (there is no Back button).

When you're finished, click **Save Record** to end the session.

**Note:** You can print this page, but you cannot edit it.

## Fast Facts

- **PxDx is not graded, but ...** Clinical practicum grades are not based on the number of skills entered into PxDx, but failure to use PxDx as directed may be reflected on your clinical practicum evaluation.
- **Each session stands alone.** All skills logged during a session are linked to the same Interaction Date, Course, & Faculty you picked from the **Main** tab. Open a new session to log skills performed on a different date.
- **Save Record.** Clicking **Save Record** ends the session and returns you to the Main tab so you can open a new session. In the context of PxDx, Save Record is not the same thing as clicking 'Save' every few minutes when you're using applications like MS Word.
- **Best practice.** Log skills at the end of each clinical day or at least weekly.
- **Grace period (IMPORTANT).** Skills performed in the past can be logged in PxDx **ONLY** if the



**Interaction Date** is within a **7 day grace period**.

If you attempt to log a skill performed more than 7 days in the past, PxDx will generate a pop up alert.

- **What if I performed a skill multiple times for different patients?** Log the skill only once per clinical day. *Your focus should be on whether you performed the skill (yes or no), not how many times you performed it.*
- **Should I open a different session for each patient?** No! Open only 1 session for each clinical day, even if you cared for more than 1 patient on that day.

### **Confirming or Rejecting skills ... Role of Faculty**

After a student logs skills, faculty will go online to confirm or reject them.

- **Confirming a skill:** Means that faculty agree that the student did perform the skill *on that date*.
  - Confirmation does not reflect quality (how well the student performed the skill).
  - Confirmation does not imply that the student performed the skill perfectly.
- **Rejecting a skill:** Means that faculty do not agree that the student performed the skill as documented. If a skill is rejected, the student will receive an auto-generated e-mail message. *It is the student's responsibility to follow up with the faculty to learn why the skill was rejected.*

#### **Examples of why faculty might reject a skill:**

- Student selected the wrong course, wrong faculty, or wrong date.
- Student logged a skill that s/he observed but did not actually perform.
- Student misunderstood what the skill actually entails.
- Faculty did not see the student perform the skill.

## Checking Confirmation Status

Use the **Procedure Tracking Summary** table to check the **confirmation status** of your skills. Skills are listed as **Confirmed**, **Rejected**, or **Pending** (waiting for faculty input).

To view the table, click the **PxDx** tile, then **Review/Edit**. Use the optional filter screen to limit the data that will appear in the table.

Record ID	Supervisor	Course/Rotation Name/Location	Patient Age/Gender	Setting	Interaction Date/Date Entered	Notes	Action
20751296	TesterBFac-1, Gregory	NURS 3368 Women's Health Nursing Practicum - N/A	Not Applicable - Not Available		07/17/2012 - 07/17/2012 by TesterBStu-3, Harry		[Edit] [Delete] [Review]
<b>P1:</b> Administer IV fluids using a buretrol				<b>Role:</b> Performed		<b>Status:</b> Pending	
<b>P2:</b> Administer IV med using IV push technique				<b>Role:</b> Performed		<b>Status:</b> Pending	
20077086	TesterBFac-1, Gregory	NURS 4362 Critical Care Nursing Practicum - N/A	Not Applicable - Not Available		05/28/2012 - 05/31/2012 by TesterBStu-3, Harry		[Edit] [Delete] [Review]
<b>P1:</b> Measure BP (automated)				<b>Role:</b> Performed		<b>Status:</b> Confirmed	
<b>P2:</b> Assess pain status using a scale				<b>Role:</b> Performed		<b>Status:</b> Confirmed	
<b>P3:</b> Assemble hemodynamic monitoring set-up				<b>Role:</b> Performed		<b>Status:</b> Rejected	
<b>P4:</b> Endotracheal suctioning				<b>Role:</b> Performed		<b>Status:</b> Confirmed	
<b>P5:</b> Identify lethal dysrhythmias (VT, VF, asystole)				<b>Role:</b> Performed		<b>Status:</b> Confirmed	

- The example above shows the status of skills logged on 2 different dates. Altogether, 4 skills were confirmed, 1 was rejected, and 2 are pending.
- **Using the [Edit] link.** You can correct mistakes by clicking the [Edit] link in the **Action** column. *All changes must be made within the 7 day grace period.*
  - An e-mail will generate to the faculty if you make any changes.
  - **Note:** You cannot edit confirmation status (only faculty can do that).
- **Using the [Delete] link.** You can delete a session by clicking the [Delete] link in the **Action** column. *Deleted sessions cannot be recovered, so you'll have to start over if you delete a session by mistake.*
- **Using the [Review] link.** You can review a session by clicking the [Review] link in the **Action** column.

## About PxDx Reports

PxDx reports organize information about the procedures (skills) you've logged. Each report selection opens a filter screen that can be used to control the type of data that will appear in your report.

**Why should I look at a PxDx report?** These reports can help you in many ways ...

- A **PxDx Summary Report** will show skills that you have logged as well as skills you haven't logged yet. This report helps you to focus on skills you need to learn as well as skills that you need to practice.
- A **PxDx Log Report** can be used to support an application for employment and/or to support a CNA application. This report shows the depth and breadth of your skill set over time.

**Accessing PxDx reports.** Click the **PxDx** tile, then **Reports**. From the **Procedures box**, choose the report you want to see. The reports that are most useful to students include the Summary and Log reports.

## Procedure Summary Report

The **Procedure Summary Report** shows an alpha list of skills you **have logged** as well as those you **have not logged**.

Procedure Summary Report		
<b>Subject:</b> Harry P. TesterBStu-3		
<b>Time Period:</b> 01/10/2011 to 07/30/2012		
<b>Report Date:</b> 07/30/2012		
<b>Student's Role:</b> All Roles		
<b>Status:</b> All Entered Procedures		
Procedure Name	Required	Total Completed
Access PICC line	0	0
Access port-a-cath	0	0
Active range of motion	0	0
Administer IM med using Z-track technique	0	0
<a href="#">Administer IV fluids using a buretrol</a>	0	1
<a href="#">Administer IV med using IV push technique</a>	0	1
<a href="#">Administer IV med using IVPB technique</a>	0	2
Administer IV narcotics via PCA pump	0	0
Administer enema	0	0
Administer enteral feeding (continuous)	0	0
Administer enteral feeding (intermittent)	0	0
<a href="#">Administer med via IM route</a>	0	3
Administer med via IM route (child: deltoid site)	0	0
Administer med via IM route (child: vastus lateralis site)	0	0

The **Total Completed** column shows the number of times a skill was logged.

All logged skills appear as hyperlinks. Click to view skill details.

**Note:** Ignore the **Required** column (we're not using it).

**Hint:** Use the filter screen to set a date range so your report shows the data you wish to see.

- Pay particular attention to the Start and End dates.
- The default **Start Date** is 1 month prior to the **End Date** (today's date).
- If you want to review skills logged during the current semester, set your Start Date to the beginning of the semester.
- If you want to review skills logged during prior semesters, set your Start Date accordingly. FYI, PxDx was launched in January 2011, so you can't go back farther than that.

## Procedure Log Report

The **Procedure Log Report** shows ONLY skills that you've logged, plus details about each one (skills that haven't been logged yet will not appear). You can sort the table by clicking the ▲▼ arrows in any column header.


**Procedure Log Report**

**Subject:** Harry P. TesterBStu-3  
**Time Period:** 01/10/2011 to 07/30/2012  
**Report Date:** 07/30/2012

**Student's Role:** All Roles  
**Age Group:** All Ages  
**Ethnicity Group:** All Ethnicities  
**Gender Group:** All Genders  
**Status:** All Entered Procedures

Name	Rank	Student Role	Procedure ID	Procedure Name	Course	Faculty	Date	Setting	Age	Gender	Ethnicity	Status
Harry P. TesterBStu-3	Traditional Jr I	Performed	13345654	<a href="#">Perform mental status exam</a>	NURS 3366 Mental Health Nursing Practicum	Gregory TesterBFac-1	02/02/2011					Confirmed
Harry P. TesterBStu-3	Traditional Jr I	Performed	13345654	<a href="#">Teach use of guided imagery</a>	NURS 3366 Mental Health Nursing Practicum	Gregory TesterBFac-1	02/02/2011					Confirmed
Harry P. TesterBStu-3	Traditional Jr I	Performed	13345654	<a href="#">Urine dipstick test</a>	NURS 3366 Mental Health Nursing Practicum	Gregory TesterBFac-1	02/02/2011					Confirmed
Harry P. TesterBStu-3	Traditional Jr I	Performed	13345654	<a href="#">Measure intake &amp; output</a>	NURS 3366 Mental Health Nursing Practicum	Gregory TesterBFac-1	02/02/2011					Rejected
Harry P. TesterBStu-3	Traditional Jr I	Performed	13345654	<a href="#">Measure BP (automated)</a>	NURS 3366 Mental Health Nursing Practicum	Gregory TesterBFac-1	02/02/2011					Confirmed
Harry P. TesterBStu-3	Traditional Jr I	Performed	14268015	<a href="#">Measure intake &amp; output</a>	NURS 3362 Adult Health Nursing Practicum	Gregory TesterBFac-1	04/20/2011					Confirmed
Harry P. TesterBStu-3	Traditional Jr I	Performed	14268015	<a href="#">Measure wound drainage (wound vac)</a>	NURS 3362 Adult Health Nursing Practicum	Gregory TesterBFac-1	04/20/2011					Rejected
Harry P. TesterBStu-3	Traditional Jr I	Performed	14268015	<a href="#">Wound packing</a>	NURS 3362 Adult Health Nursing Practicum	Gregory TesterBFac-1	04/20/2011					Confirmed
Harry P. TesterBStu-3	Traditional Jr I	Performed	14868001	<a href="#">Assist with vaginal delivery</a>	NURS 3368 Women's Health Nursing Practicum	Gregory TesterBFac-1	06/10/2011					Confirmed
Harry P. TesterBStu-3	Traditional Jr I	Performed	14868001	<a href="#">Palpate uterine contractions</a>	NURS 3368 Women's Health Nursing Practicum	Gregory TesterBFac-1	06/10/2011					Confirmed

To run a Log Report for a prospective employer, use the filter screen to set the:

- **Date range.** Remember, the default **Start Date** is 1 month prior to the **End Date** (today's date), so set the Start Date to the beginning of the semester when you first started using PxDx.
- **Confirmation status.** Select **Confirmed** from the Confirmation Status drop down. This means that only confirmed skills (not rejected or pending skills) will be viewable on the report.
- **Format option.** You can download the report as an HTML or an Excel file.
  - **HTML.** An HTML file (like the sample above) includes live links that you can open to view skill details. You can sort the data in each column, but you can't delete or alter the display format.
  - **Excel.** An Excel file does not include live links, but you can sort the data and edit the display so it looks the way you want it to. For example, you can delete columns you don't want, re-size row heights or column widths, adjust the font size, and so on. If you need help editing an Excel file, please contact your E\*Value Administrator.
  - **Printing.** Click the  icon to print your document.

## *If you need help*

### People Resources

- **Toni Cascio** E\*Value Administrator [acasci@lsuhsc.edu](mailto:acasci@lsuhsc.edu) (504) 568-4401
- **Richard Smith** E\*Value Co-Administrator [rsmi14@lsuhsc.edu](mailto:rsmi14@lsuhsc.edu) (504) 568-4130

**Online Resources.** Online tutorials are available in the following locations:

- **E\*Value Home Page** ... *User Help* section
- **LSUHSC SON website** ... *CURRENT STUDENTS > Information Systems > E\*Value > E\*Value Help*