Student Guide for Generating a Patient Log Statistics Report in Exxat Prism

- Step 1: Login to Exxat Prism
- Step 2: Navigate to Learning Activities From Dashboard (There are two ways to navigate to learning activities)
 - a. Click on the View Learning Activities

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Come visit our weekly Food drive! 06/07/2024			tuate			
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Grad Course 1 (FNP log, All forms, Timesheet)*		Total hours	Approved Not Approve	d		

b. From the left-hand menu, locate and click on Learning Activities.

	Click here to open the	left menu
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Profile		
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Click on the	ance documents	(and
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- Step 3: Open the Reports Tab
 - a. Within the Learning Activities section, click on the **Reports** tab.

• Step 4: Select Patient Log > Statistics Report

a. Under the Reports tab, find and select **Patient Log Statistics Report** from the available options.

⊟ Reports		🕮 🖪 😮				
Forms/Evaluations	Patient Log Timesheet Time Off Reports	Go to Reports Tab				
Q Search						
10 Results Found						
CATEGORY	REPORT	DESCRIPTION				
Patient Log	Comprehensive Report for custom values	View comprehensive counts of custom values under diagnoses, procedures, medications or any other school defined tasks captured during patient logging				
Patient Log	Optional Procedure Counts	View cumulative Optional Procedures counts across multiple courses and rotations.				
Patient Log	Patient Log Aggregate Report	View log data aggregated across different criteria like courses, rotations, sites, locations and settings.				
Patient Log	Raw Data	All patient log responses for selected rotation(s).				
Patient Log	Required Diagnosis Counts	View cumulative Required Diagnosis counts across multiple courses and rotations.				
Patient Log	Required Procedure Counts	View cumulative Required Procedures counts across multiple courses and rotations.				
Patient Log	Statistics Click on Statistics Report	Graphs showing patient encounters that you logged for selected rotation(s).				
TimeOff	Raw Data TimeOff	All TimeOff Requests for selected rotation(s)				
Timesheet	Hours by Category NEW	View the total approved hours along with approved break time and approved time in each category logged by students in selected course(s)				
Timesheet	Raw Data Timesheet	All Timesheet Requests for selected rotation(s)				

• Step 5: Apply Filters

- a. On the Statistics Report page, you will see filter options at the top of the screen.
- b. Adjust the filters as needed to customize your report (e.g., Course, Rotation, Settings Status etc.).
- c. Once you have selected the desired filters, click View Statistics Tab.

Reports			🏢 📴 😮 💭 Chat 🛛 🛞 Ask Leo 🍟	Harshil Sheth Exxat Sales (NUR)
Forms/Evaluations Patient Log Times ← Statistics (Patient Log)	sheet Time Off Reports		Apply the filters as per the requirements and click on Vi	ew Statistics Tab.
Select Course Offerings Courses Selecte	ed(24): Demo Course, Class of 2024 Demo Course, BSN Students* Clinical Practic	cum (Track 1), TBSN Juniors Show More		
Med Surg 1 - Wednesdays", M •	Acute Care, Ambulatory Surg Pending Review, Needs Atten	View Statistics	Once the report generated click on the Export Icon	
👰 Bartlett, Jared			J [Setting Rotation
Rotations				
FNP Clinical Practicum I* Alliance Medical Center - Cardiology (Geocodin Alliance Medical Center* Family Medicine	g enabled)*			
Total logs 3 (j)	Average logs per day 1.00 ()	Encounter Days 3 (i)	Logs with procedures 3	
Time spent with Patient 0 (hhcmm)	Time spent consulting with Preceptor O(h	hamm)	Time spent consulting with Other Healthcare Professional 0 (hhcmm)	
Total Number Of Patient Log				
·				
2 6				

• Step 6: Export the Report

- a. After reviewing the report, click on the **Export** button located on the page.
- b. The report will be downloaded in the **PDF** format.
- c. Save the file to your preferred location on your device.

Note: Ensure that the filters you apply are accurate to get the correct data in your report.