Residents

Core Family Medicine Residency Program
Guidance for Residents on Intra-partum Field Notes (IPFNs) in the Family Medicine electronic Curriculum & Assessment Platform (FMeCAP)

- Intra-partum Field notes (IPFN) are to be **completed by preceptors only.** They can be triggered by a resident or preceptor. You can ask your preceptor to trigger one for you.
- This IPFN is tagged to the residents' dashboard and can be found under **EPA13** (Perform low-risk, spontaneous, term, vertex vaginal delivery).

How to Log into Elentra/FMeCAP:
1. Navigate to https://ucalgary.elentra.cloud
2. Log in using your IT username (the "name" part of your email) and Password

How to trigger IPFNs for your preceptor in Elentra/FMeCAP:
1. Login into FMeCAP and click '**Start Assessment/Evaluation**'.
2. Select '**Other Assessment Form**', enter your Assessor Name and Date of Encounter.
3. For the Assessment method, select '**Email blank form**'
4. Under Assessment tools, select the IPFN form and click '**Begin Assessment**'

Tip: *When you trigger the Intra-Partum Field Note, make sure you add a cue so your preceptor can identify your IPFN easily.*
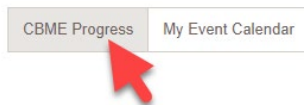

5. Click '**Send Assessment**'. Your preceptor will get an email notification with the assessment link, the same way they get notifications for regular electronic Field Notes.
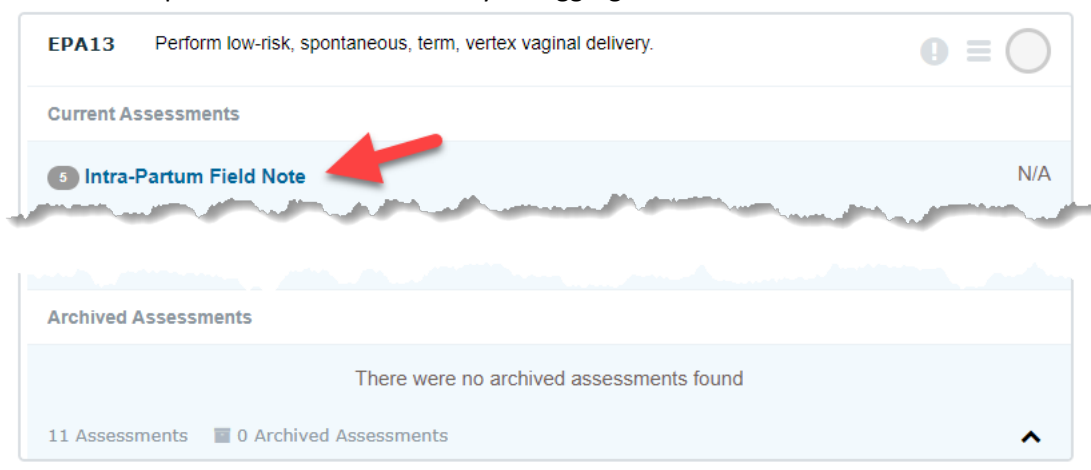
How to find IPFNs in Elentra/FMeCAP:

1. Once logged in, you will land on your 'Learner Dashboard', make sure you have 'CBME Progress' tab selected.

2. Scroll down to 'Entrustable Professional Activities' section, click on the drop-down arrow to expand the section if collapsed.
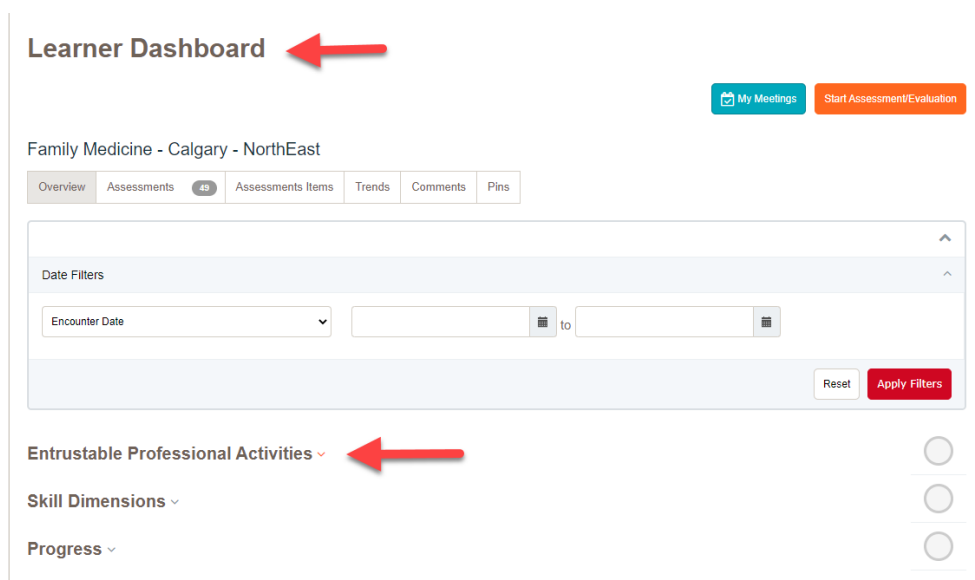
3. Click on 'Intra-partum Field Note' to find your aggregated data.

4. Click on the tabs to expand and see the aggregated data for each item on the Field Note. You can also export the aggregated report as a PDF file by clicking on 'Download PDF' at the top right corner.