

# How to log QI ‘Projects’/ Involvement, Activities in MedHub Learning Portfolio:

- ❑ **Step 1:** On MedHub Home page click on the Portfolio tab:



- ❑ **Step 2:** Choose “Quality Improvement Project” from the menu then Click on “New Portfolio Entry”

## Portfolio



# QI Entry – Fill in the Blanks: ....EXAMPLE

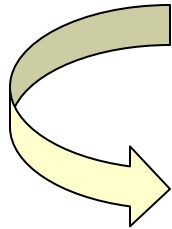
## New Portfolio Entry

Entry Type: Quality Improvement Project [CHANGE]

Title

Date

Description/Notes



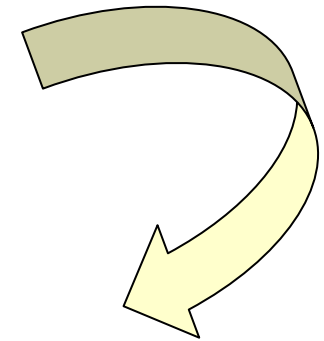
- Competencies:
- |   |  |
|---|--|
| <input type="checkbox"/> Interpersonal & Comm. Skills | <input type="checkbox"/> Practice-based Learn. & Improv.   |
| <input type="checkbox"/> Medical Knowledge            | <input type="checkbox"/> Professionalism                   |
| <input type="checkbox"/> Patient Care                 | <input checked="" type="checkbox"/> Systems-based Practice |

Availability:  Allow Program Director and Faculty Mentor(s) to view this entry

Add Entry

# Additional Logging Recommendations:

- Check off appropriate Core Competency Box
- Allow Viewing
- Upload supportive documentation (presentations/reports/publications)



Entry Type: **Quality Improvement Project** [CHANGE]

Title:

Date:  (MM/DD/YYYY)

Description/Notes:

Competencies:

<input type="checkbox"/> Interpersonal & Comm. Skills	<input type="checkbox"/> Practice-based Learn. & Improv.
<input type="checkbox"/> Medical Knowledge	<input type="checkbox"/> Professionalism
<input type="checkbox"/> Patient Care	<input checked="" type="checkbox"/> Systems-based Practice

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**Files**

File	Size	By	Date
<a href="#">Upload File</a>			

**Links**

Link	By	Date
<a href="#">Add Link</a>		

**Notes**

By/Date	Note
<a href="#">Add Note</a>	

**Evaluations**

Evaluator	Sent	Status
(no evaluations)		