

# HOW TO VIEW TRAINEE PROGRESS – ACCESSING THE TRAINEE CBME DASHBOARD

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**TARGET AUDIENCE: PROGRAM DIRECTORS, PROGRAM ADMINISTRATORS, COMMITTEE MEMBERS AND  
ACADEMIC COACHES**

Updated January 6, 2021

1. Make appropriate selections from the left menu based on your role.

| Committee Members and Academic Coaches | Program Directors and Program Administrators |
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2. Program Directors and Administrators will have access to all their trainees that are registered into a Learning Path. Academic Coaches and Committee Members will have access to only those trainees they have been assigned to.
3. The Stage Progress column is calculated based on completion of the EPAs. The Overall Status is assigned manually by Program Directors and Administrators. Click on a learner to view their individual progress dashboard.

| Learner Curriculum   |  |                        |               |                |                                    |                |                |                         | Total: 14 |
|--|--|------------------------|---------------|----------------|------------------------------------|----------------|----------------|-------------------------|-----------|
| Learner  |  | Training Program       | Learning Path | Training Level | Current Stage                      | Start of Stage | Stage Progress | Overall Status          |           |
| <p>Search... Overall Status All</p> <p>Status assigned in the Learning Path Registration section</p> |  |                        |               |                |                                    |                |                |                         |           |
|  |  | Critical Care Medicine | CBME v1.0     | PGY5           | Stage 1 - Transition to Discipline | 01-Jul-2018    | 0%             | Progressing as expected |           |
|  |  | Critical Care Medicine | CBME v1.0     | CIP / PGY6     | Stage 1 - Transition to Discipline | 01-Jul-2018    | 8%             | Progressing as expected |           |
|  |  | Critical Care Medicine | CBME v1.0     | PGY5           | Stage 1 - Transition to Discipline | 01-Jul-2018    | 39%            | Progressing as expected |           |

## QUESTIONS?

If you have any questions or difficulties with this process, please contact MedSIS at [medsis@mcmaster.ca](mailto:medsis@mcmaster.ca)