

As a DIO/DME, how do I authorize the use of Residency Management Systems (RMS) for my programs?

ERAS has collaborated with E*Value, New Innovations, MedHub, and MyEvaluations.com to enable you to easily transfer applicant, placement, and performance data seamlessly from the PDWS. As a DIO/DME, you must log into the institutional level to authorize the use of RMS.

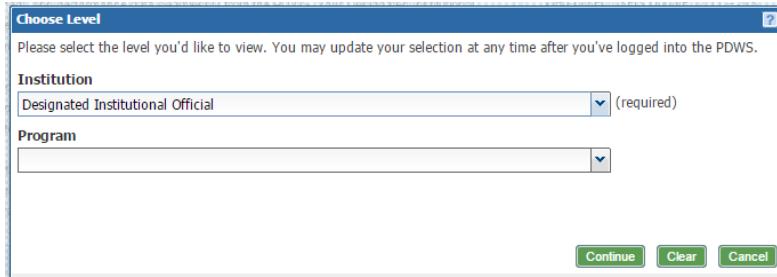
You may choose between two options:

Option A: You may select one RMS vendor for all your programs in your institution.

Option B: You may select multiple or different ones for each program.

Follow these steps to login to the PDWS as an Institutional User:

Log into the [PDWS](#) and toggle to your Institution and leave other fields blank. Click Continue.



The dialog box is titled 'Choose Level'. It contains a message: 'Please select the level you'd like to view. You may update your selection at any time after you've logged into the PDWS.' There are two dropdown menus: 'Institution' (set to 'Designated Institutional Official') and 'Program'. At the bottom are three buttons: 'Continue', 'Clear', and 'Cancel'.

RMS Selection:

Navigate to Setup at the top. Click 'RMS Selection' on the left.

Step 1: Authorize the release of ERAS Data at the institution by selecting 'Yes' to the first question.

Step 2:

- Question 2, Option A: Authorize the use of RMS and select one RMS vendor for all programs in your institution:

Dashboard

Data Filter

Reports

RMS Selection

Applications

Statuses Yes No

Scores Yes No

Attributes Yes No

Scheduler

Scheduler Tool

Users

Manage Users

Pre-Verified Users

The ERAS PDWS Data Exchange Service is a web service facilitated by AAMC/ERAS to exchange applicant, placement, and performance data between the AAMC and residency management systems (RMS) operated by vendors on behalf of ERAS participating programs.

1. Do you authorize the release of ERAS Data at your Institution to one or more of the RMS vendors (E*Value, New Innovations, MedHub, MyEvaluations.com) currently in partnership with ERAS (you will be able to select the specific RMS vendor(s) in subsequent questions)?

Yes No

2. Does your institution use the same RMS vendor for all programs?

Yes No

Vendors:

E*Value MedHub MyEvaluations.com New Innovations

Apply

- Question 2, Option B: Authorize the use of RMS and select multiple or different ones for each program

Dashboard

Data Filter

Reports

RMS Selection

Applications

Statuses Yes No

Scores Yes No

Attributes Yes No

Scheduler

Scheduler Tool

Users

Manage Users

Pre-Verified Users

Create Role

My Role

Manage Groups

Rankings

Comparison Tool

The ERAS PDWS Data Exchange Service is a web service facilitated by AAMC/ERAS to exchange applicant, placement, and performance data between the AAMC and residency management systems (RMS) operated by vendors on behalf of ERAS participating programs.

1. Do you authorize the release of ERAS Data at your Institution to one or more of the RMS vendors (E*Value, New Innovations, MedHub, MyEvaluations.com) currently in partnership with ERAS (you will be able to select the specific RMS vendor(s) in subsequent questions)?

Yes No

2. Does your institution use the same RMS vendor for all programs?

Yes No

Programs

AAMC/ERAS Colon and Rectal Surgery Program1 (Testing Only) - Colon and Rectal Surgery

Accreditation ID: 0000000024

E*Value
 MedHub
 MyEvaluations.com
 New Innovations

AAMC/ERAS Colon and Rectal Surgery Program2 (Testing Only) - Colon and Rectal Surgery

Accreditation ID: 0000000025

E*Value
 MedHub
 MyEvaluations.com
 New Innovations

Step 3: Click **Apply** at the bottom.

You have now authorized the use of the RMS providers you selected. The program users will need to first mark applicants as 'Will Start' (instructions provided below) and then refer to the RMS provider on how to transfer data into their system.

How do I send my PDWS applicant data to my RMS Vendor?

ERAS has collaborated with E*Value, New Innovations, Medhub, and MyEvaluations.com to enable you to easily transfer applicant, placement, and performance data seamlessly from the PDWS. The DIO/DME of the institution must log into the PDWS at the institutional level and agree to the new terms and conditions. He/she will also need to authorize the use of the Residency Management System (RMS) for your program.

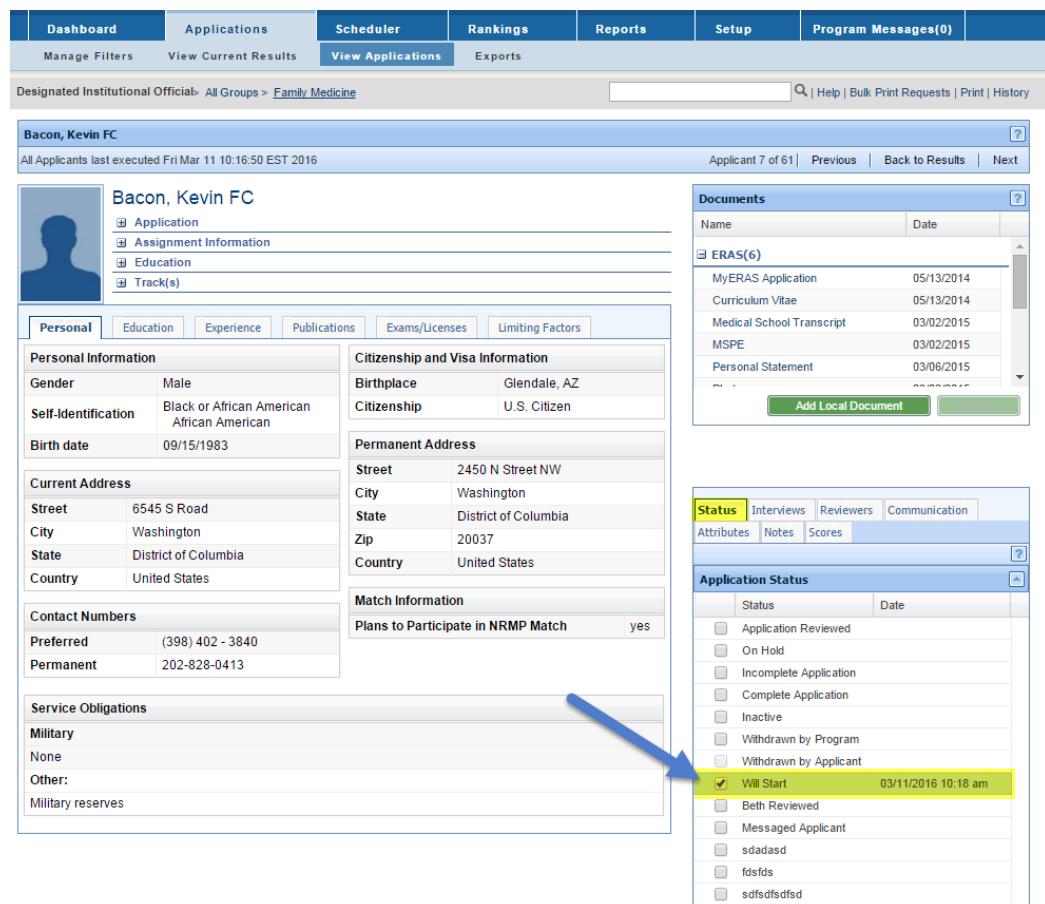
As the program user, you will see the authorized RMS selection(s) on your Dashboard. Matched applicants must be selected with a 'Will Start' application status in order to be included in the data transfer. There are two methods of doing this:

Method 1: Selecting the 'Will Start' status individually for each applicant.

Step 1: Log into the [PDWS](#).

Step 2: Navigate to a matched applicant you want to include in the data transfer.

Step 3: Go the Status Tab and mark the 'Will Start' checkbox.



The screenshot shows the ERAS PDWS application detail page for Kevin FC Bacon. The page is divided into several sections: Personal Information, Education, Experience, Publications, Exams/Licenses, Limiting Factors, Current Address, Contact Numbers, Service Obligations, and Match Information. The Match Information section shows that Kevin plans to participate in the NRMP Match. A blue arrow points from the 'Will Start' checkbox in the Status tab to the 'Will Start' status entry in the Application Status list. The Application Status list includes: Status, Date, Application Reviewed, On Hold, Incomplete Application, Complete Application, Inactive, Withdrawn by Program, Withdrawn by Applicant, and Will Start (which is checked and highlighted in yellow). The Will Start entry has a timestamp of 03/11/2016 10:18 am.

Step 4: Program staff must work directly with your RMS provider to bring the data into the RMS. They will provide specific instructions for your system.

Method 2: Selecting the ‘Will Start’ status for multiple applicants at once using bulk action.

Step 1: Log into the [PDWS](#).

Step 2: Apply a filter which includes the matched applicants you would like to include in the data transfer.

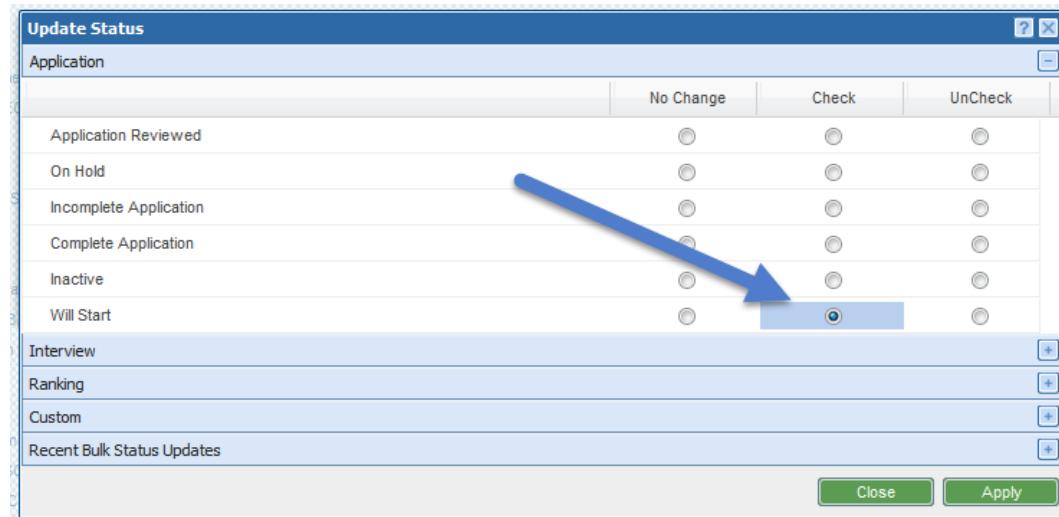
Step 3: Mark the check box next to applicants you would like to include under ‘View Current Results’.

Step 4: Scroll down to select ‘Update Status’ within the bulk actions dropdown.



The screenshot shows the 'View Current Results' page of the PDWS. It displays a list of applicants with checkboxes next to their names. A dropdown menu is open on the right, showing various actions: 'Update Status' is selected. The page includes navigation buttons for pages 1-30, records per page (25), and a 'Sort By' dropdown. The results are filtered to show 1-25 of 748 applicants.

Step 5: Mark the radio button for ‘Will Start’. Click Apply. (This will mark the ‘Will start’ status for all applicants selected within the filter.)



The screenshot shows the 'Update Status' dialog box. It has a table with columns for 'No Change', 'Check', and 'UnCheck'. The 'Will Start' row has a blue arrow pointing to the 'Check' radio button, which is selected. Other rows like 'Application Reviewed', 'On Hold', 'Incomplete Application', 'Complete Application', and 'Inactive' have their respective radio buttons. The dialog also includes sections for 'Interview', 'Ranking', 'Custom', and 'Recent Bulk Status Updates', and buttons for 'Close' and 'Apply'.

You may use the ‘Will Start’ System-Defined filter to verify the applicant pool. Program staff must work directly with your RMS provider to pull the data for your ‘Will Start’ applicants into the RMS. Each RMS provider may have specific instructions for transferring data into their system.