Viewing Patient Encounter Totals

1. Select PxDx from the top menu ribbon
2. Select Reports
3. Select Mix Report from the Encounter Reports section
4. Enter the **Start Date** *(this should be the first day of cycle 1)*
5. Select **APPE** from the **Course/Rotation Group** dropdown
6. Select **Patient Encounter Type** from the **Fields** box
7. Select **Next**
The number under **REAL PATIENT CARE – ONE PATIENT** is the number of patient encounters you have logged that meet the patient encounter requirement. *(Remember: only real, single-patient encounters count toward meeting the 70 patient encounters requirement).*