

# **FCDS LEARNING MANAGEMENT SYSTEM**

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and  
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# SPONSORSHIP

The Florida Cancer Data System sincerely thanks the Florida Department of Health, the Centers for Disease Control and the University of Miami Miller School of Medicine for their financial support

# ACKNOWLEDGMENTS

## **Web Design**

Melissa Williams

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## **Voice Overs**

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## **Incidence Training Course Content**

Dr. Grizel Arenciba, Megsys Herna, and the  
Staff and Contractors of the Florida Cancer Data System

# NAVIGATE TO LEARNING MANAGEMENT SYSTEM

The screenshot shows the Florida Cancer Data System (FCDS) website in a Windows Internet Explorer browser. The address bar displays <http://fcds.med.miami.edu/inc/training.shtml>. The page header includes the FCDS logo and the text "Florida's Statewide Population-Based Cancer Registry" and "MILLER SCHOOL OF MEDICINE UNIVERSITY OF MIAMI". A vertical navigation menu on the left contains the following items: Home, What's New, Jobs, **Edu & Training** (circled in orange), Welcome, Statistics, Newsletters, Questions, Staff, Links, Contact Us, Downloads, Law & Rules, and Data Requests. To the right of the menu, under the heading "FCDS Learning Management System", there are two bullet points: "Access the main FCDS IDEA page where you can login to FCDS IDEA or see links to required free Adobe Flash/Reader software." and "Moodle: A New Learning Management System for FCDS" with a link to <http://moodle.med.miami.edu>. Below this is the "Educational Resources" section with a link to "Resources for Registrars". An orange box on the left contains the text "Under Edu and Training Tab" with an arrow pointing to the "Edu & Training" menu item. Another orange box on the right contains the text "Click Link to LMS" with an arrow pointing to the Moodle link.

Under Edu  
and  
Training  
Tab

Click Link  
to  
LMS

# THREE LMS COURSES/MODULES

- FCDS Online Abstracting Basics Course
- FCDS Abstractor Code Exam
- FCDS Abstractor Code Annual Renewal Exam

## **Stand alone system**

You must create your user credentials  
Please use the same credentials as your IDEA  
credentials

# WHO IS REQUIRED TO RENEW AN ABTRACTOR CODE

- Only individuals that are abstracting cancer data using the **full cancer abstract** in a hospital, Radiation Therapy or Ambulatory Surgical facility
- Physician office personnel using an abbreviated physician abstract **are not required** to have an abstractor code and therefore **not required** to renew their code

# LMS HOME PAGE

Florida Cancer Data System: Learning Management System

You are not logged in. ([Login](#))

**LOGIN**

Username

Password

[Login](#)

[Create new account](#)  
[Lost password?](#)

**NAVIGATION**

Home

▼ Courses

- [Course 1 - FCDS Abstracting Basics](#)
- [Course 2 - FCDS ACE](#)
- [Course 3 - FCDS ACR](#)

**Available courses**

[COURSE 1 - FCDS Online Abstracting Basics Course](#)

A basic abstracting course designed to provide an understanding and the fundamentals of incidence cancer case abstracting within the state of Florida.

This course IS NOT intended to prepare a student to sit for a CTR exam. This basic course is moderately detailed and provides the student with the fundamentals of incidence abstracting and an overview of cancer registration.

The course is comprised of approximately 1,000 Powerpoint Slides with voiceovers. At the end of each section, there is an examination. Each section must be completed in order to move to the next section. At the end of the course, the student will be given a Certificate of Completion that will include the raw score for each of the examinations.

The course focus is on six (6) specific categories:

User Credentials  
Use same login as  
IDEA

Create Account

# CREATING AN ACCOUNT

## PLEASE COMPLETE ALL FIELDS

You are not logged in. [\(Log In\)](#)

### Florida Cancer Data System: Learning Management System

[Home](#) » [Login](#) » [New account](#)

**Choose your username and password**

Username\*

Password\*   Unmask

**More details**

Email address\*

Email (again)\*

First name\*

Surname\*

City/town\*

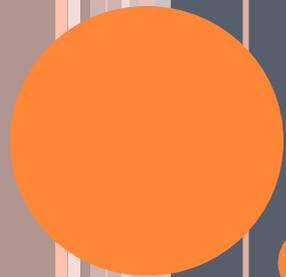
Country\*

There are required fields in this form marked\*.

Done Internet | Protected Mode: On 100%

# GETTING STARTED

- Once you have created your account, return to home Page and scroll down to desired course
- Click the ‘Course Description’ on the far left to get started
  - Click ‘enroll me’
  - Follow instructions/take the test



# COURSES

# COURSE 1 – FCDS ONLINE ABSTRACTING BASICS COURSE

A basic abstracting course designed to provide an understanding and the fundamentals of incidence cancer case abstracting within the state of Florida.

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The course is comprised of approximately 1,000 Powerpoint Slides with voiceovers. At the end of each section, there is an examination. Each section must be completed in order to move to the next section. At the end of the course, the student will be given a Certificate of Completion that will include the raw score for each of the examinations.

The course focus is on six **(6)** specific categories:

1. Basic abstracting knowledge
2. General and Florida Only Rules
3. Latest Rule Changes
4. Primary Site, Histology, and Grade
5. Stage at Diagnosis and Site Specific Factors
6. Treatment

**Duration:** It is estimated that a student will spend approximately 40 hours completing this course. The exams at the end of the sections are comprised of between 5 and 20 questions each depending on the content of the section.

# LAUNCH DIRECTLY TO THE COURSE

**COURSE 1 - FCDS Online Abstracting Basics Course**

Home > My courses > Course 1 - FCDS Abstracting Basics

Topic outline Your progress

**FCDS Florida Cancer Data System**  
A Joint Project of the Sylvester Comprehensive Cancer Center and the Florida Department of Health

## Online Abstracting Basics Course

2 RESOURCES FOR REGISTRARS

**Reference Material:**

- Florida Cancer Data System Data Acquisition Manual
- Multiple Primary and Histology Coding Rules
- Collaborative Stage Data Collection System (CSV2)
- SEER Self Instruction Manuals (PDF and ZIP formats)
- Book 3 - Tumor Registrar Vocabulary: The Composition of Medical Terms
- Book 4 - Human Anatomy as Related to Tumor Formation

**Software:**

Adobe Reader® is required to read PDF files. You may download the software for free, by clicking on the highlighted text.

5 CASEFINDING AND ICD-O-3

**Lesson: Casefinding and ICD-O-3**

Mac: QuickTime Windows: Windows Media Video (WMV)

Casefinding and ICD-O-3 QuickTime  
Restricted: Not available until the activity Lesson: Overview Mac: QuickTime Windows: WMV... is marked complete!

Casefinding and ICD-O-3 WMV  
Restricted: Not available until the activity Lesson: Overview Mac: QuickTime Windows: WMV... is marked complete!

Internet | Protected Mode: On 75%

# COURSE 2 – FCDS ABTRACTOR CODE EXAM

All **NEW** abstractors in the State of Florida, regardless of their CTR credentials, are required to take the FCDS Abstractor Code Examination to obtain a Florida Cancer Data System Cancer Abstractor Code.

The exam focus is on competency in six **(6)** specific categories:

1. Basic abstracting knowledge
2. General and Florida Only Rules
3. Latest Rule Changes
4. Primary Site, Histology, and Grade
5. Stage at Diagnosis and Site Specific Factors
6. Treatment

**Duration:** This exam allows two hours for completion of 20 questions.

# LAUNCH DIRECTLY TO THE TEST

The screenshot shows a course page for 'COURSE 2 - FCDS Abstractor Code Exam'. The page includes a breadcrumb trail: Home > My courses > Course 2 - FCDS ACE > FCDS Abstractor Code Exam > FCDS Florida Abstractor Code Examination > Info. The main heading is 'FCDS Florida Abstractor Code Examination'. Below this, it states 'Time limit: 2 hours' and 'Grading method: Highest grade'. A button labeled 'Attempt quiz now' is visible. On the right side, there is a 'COURSE COMPLETION STATUS' section with a table of criteria and a 'SETTINGS' section with expandable options.

For an: logged in as [Jill MacPherson](#) (Logout)

## COURSE 2 - FCDS Abstractor Code Exam

[Home](#) > [My courses](#) > [Course 2 - FCDS ACE](#) > [FCDS Abstractor Code Exam](#) > [FCDS Florida Abstractor Code Examination](#) > [Info](#)

### FCDS Florida Abstractor Code Examination

Time limit: 2 hours  
Grading method: Highest grade

[Attempt quiz now](#)

#### COURSE COMPLETION STATUS

Status: *Not yet started*

All criteria below are required:

Required criteria	Status
Grade	80% to pass
Course creator	No
Activities completed	0 of 1

[More details](#)

#### SETTINGS

- ▶ [Course administration](#)
- ▶ [My profile settings](#)

# SAMPLE QUESTIONS

The screenshot shows a web browser window displaying a Moodle quiz page. The browser title is "FCDS Florida Abstractor Code Examination - Windows Internet Explorer" and the address bar shows the URL "http://moodle.med.miami.edu/server/moodle/mod/quiz/attempt.php?attempt=166". The page header includes "COURSE 2 - FCDS Abstractor Code Exam". The main content area contains two questions, each with a "Submit" button. The sidebar on the right includes "QUIZ NAVIGATION" (a grid of question numbers 1-20), "COURSE COMPLETION STATUS" (showing "Status: Not yet started" and "Grade: 80% to pass"), and "SETTINGS" (with options for "Course administration" and "My profile settings").

**COURSE 2 - FCDS Abstractor Code Exam**

Home ▶ My courses ▶ Course 2 - FCDS ACE ▶ FCDS Abstractor Code Exam ▶ FCDS Florida Abstractor Code Examination

**1** **FCDS text documentation requirements include all of the following except:**  
Marks: --/5.00

Choose one answer.

- a. Descriptions of events with positive/negative results
- b. Date(s)
- c. Location
- d. Non-Standard abbreviations, as long as the meaning is clearly evident to the reader

[Submit](#)

**2** **Patient presented with an ulcerated lesion on the right arm. Following gross excision, the pathology report showed a Clark's Level III nodular melanoma with features of regression. Code histology as:**  
Marks: --/5.00

Choose one answer.

- a. 8740
- b. 8743
- c. 8721
- d. 8723

[Submit](#)

**QUIZ NAVIGATION**

1	2	3	4	5	6	7	8
9	10	11	12	13	14	15	16
17	18	19	20				

[Finish attempt...](#)

Time left 1:59:27

**COURSE COMPLETION STATUS**

Status: *Not yet started*

All criteria below are required:

Required criteria	Status
Grade	80% to pass
Course creator	No
Activities completed	0 of 1

[More details](#)

**SETTINGS**

- ▶ Course administration
- ▶ My profile settings

# COURSE 3 – FCDS ABTRACTOR CODE ANNUAL RENEWAL EXAM

All abstractors in the State of Florida are required to renew their abstractor code each year (based on the month of original issue).

The exam focus is on competency in six **(6)** specific categories:

1. Basic abstracting knowledge
2. General and Florida Only Rules
3. Latest Rule Changes
4. Primary Site, Histology, and Grade
5. Stage at Diagnosis and Site Specific Factors
6. Treatment

**Duration:** This exam allows one hour for completion of 15 questions.

# LAUNCH DIRECTLY TO THE TEST

The screenshot displays a course page for 'COURSE 2 - FCDS Abstractor Code Exam'. The main content area shows the course title, a breadcrumb trail, and details for the 'FCDS Florida Abstractor Code Examination', including a 2-hour time limit and 'Highest grade' grading method. An 'Attempt quiz now' button is visible. The right sidebar contains a 'COURSE COMPLETION STATUS' section with a table of criteria and a 'SETTINGS' section with expandable options.

For an: logged in as [Jill MacPherson](#) (Logout)

## COURSE 2 - FCDS Abstractor Code Exam

[Home](#) ▶ [My courses](#) ▶ [Course 2 - FCDS ACE](#) ▶ [FCDS Abstractor Code Exam](#) ▶ [FCDS Florida Abstractor Code Examination](#) ▶ [Info](#)

### FCDS Florida Abstractor Code Examination

Time limit: 2 hours  
Grading method: Highest grade

[Attempt quiz now](#)

#### COURSE COMPLETION STATUS

Status: *Not yet started*

All criteria below are required:

Required criteria	Status
Grade	80% to pass
Course creator	No
Activities completed	0 of 1

[More details](#)

#### SETTINGS

- ▶ Course administration
- ▶ My profile settings

# SAMPLE QUESTION

The screenshot shows a web browser window with the following details:

- Browser:** Windows Internet Explorer
- Address Bar:** <http://moodle.med.miami.edu/server/moodle/mod/quiz/attempt.php?attempt=165>
- Page Title:** FCDS Abstractor Code Renewal Examination
- Course Header:** COURSE 3 - FCDS Abstractor Code Annual Renewal Exam
- Navigation:** Home ► My courses ► Course 3 - FCDS ACR ► FCDS Abstractor Code Renewal (ACR) Exam ► FCDS Abstractor Code Renewal Examination
- Question 1:**
  - Text:** The two types of muscle that act without voluntary control are smooth and cardiac muscle.
  - Marks:** -/10.00
  - Answer:**  True  False
  - Buttons:** Submit, Next
- Quiz Navigation:** 1 2 3 4 5 6 7 8 9 10
- Time left:** 0:59:42
- Footer:** Done, Internet | Protected Mode: On, 125%

# SUCCESSFUL COMPLETION

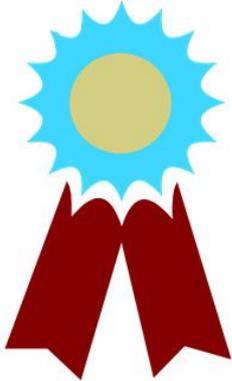
PLEASE PRINT A COPY FOR YOUR RECORDS AND E-MAIL MELISSA WILLIAMS

## COURSE 2 - FCDS Abstractor Code Exam

Home ▶ My courses ▶ Course 2 - FCDS ACE ▶ FCDS Abstractor Code Exam ▶ Successful Completion of the FCDS Abstractor Code Exam

### Successful Completion of the FCDS Abstractor Code Exam

**This acknowledges you have PASSED the FCDS Abstractor Code Exam.**



***Annual renewal of your FCDS Abstractor Code is required. You may renew your code by taking the FCDS Abstractor Code Renewal Exam.***

***Thank you.***

**Send email notification to: [melissa\\_williams@miami.edu](mailto:melissa_williams@miami.edu)**

*Log into FCDS IDEA within one (1) business day to receive your FCDS Abstractor Code.*

Last modified: Friday, 21 December 2012, 01:19 PM

### COURSE COMPLETION STATUS

Status: *In progress*

All criteria below are required:

Required criteria	Status
Grade	80% (80% to pass)
Course creator	No
Activities completed	1 of 1

[More details](#)

### SETTINGS

- ▶ Course administration
- ▶ My profile settings

# UNSUCCESSFUL COMPLETION

YOU MAY RETAKE THE TEST IMMEDIATELY BUT AFTER TWO UNSUCCESSFUL ATTEMPTS YOU MUST WAIT 7 DAYS TO RETAKE THE TEST

## COURSE 2 - FCDS Abstractor Code Exam

Home > My courses > Course 2 - FCDS ACE > FCDS Abstractor Code Exam > FCDS Abstractor Code Exam - Unsuccessful Attempt

### FCDS Abstractor Code Exam - Unsuccessful Attempt

#### UNSUCCESSFUL ATTEMPT



Your Score for the FCDS Abstractor Code Examination is less than 80%.  
Please review the following to improve your chances on your next attempt.

- The FCDS Data Acquisition Manual
- SEER Self Instructional Manuals (Books 3 and 4)

*There will be a required 7 day waiting period for unsuccessful second attempts of the exam.*  
You may click on the course title (Home> My courses> **Course 2 - FCDS ACE**) above to go back to the quiz module.

Last modified: Monday, 31 December 2012, 11:56 AM

#### COURSE COMPLETION STATUS

Status: *Pending*

All criteria below are required:

Required criteria	Status
Grade	10% (80% to pass)
Course creator	No
Activities completed	0 of 1

[More details](#)

#### SETTINGS

- ▶ Course administration
- ▶ My profile settings

# QUESTIONS

Please contact

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