

EMS – DCRT
EMS Data Capture and Reporting Tool
User Guide (Admin)



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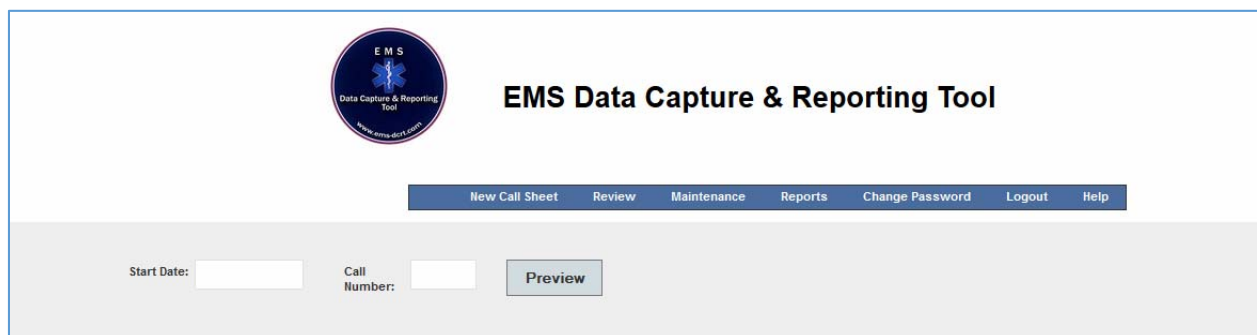
Admin Menu

Users with Admin Rights will have the ability to access the “Review” function and the “Maintenance” function.



Review


The “Review” function provides the ability to review and update call sheets. The call sheets can be selected by either starting date or starting call number. Data can be deleted and/or updated during the review function.



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New Call Sheet Review Maintenance Reports Change Password Logout Help

Bressler, Steven ==> EMS DCRT Call Number: **14-0885**

Time & Date

Todays Date (MM/DD/YY)
08/24/2014

Dispatch Time (24-Hours Format HH:MM):
-- --

In Service Time (24-Hours Format HH:MM):
-- --

Out of Service Time (24-Hours Format HH:MM):
-- --

Total Time
00:00

Distance/Details

Miles Start: 0	CPR: No	Incident Report: <input type="checkbox"/>
Miles End: 0	Epi Pen: <input type="checkbox"/>	No Roll/No Contact: <input type="checkbox"/>
Miles Total 0	Stork: <input type="checkbox"/>	Narcan: <input type="checkbox"/>

Location/Dispatch

Rig Number: Select rig number	Town: Select town
Call Type: Select call type	Hospital: Select hospital
Dispatch Type Select dispatch type	ALS Status: Not Called

verify

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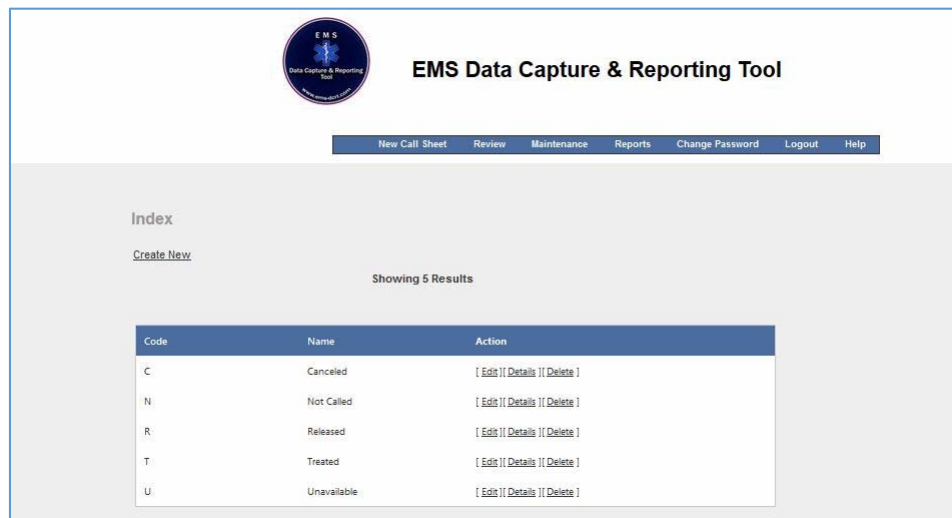
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Maintenance

The “Maintenance” function provides the ability to add/delete/update all agency specific data including user logons.

All tables adhere to the same format for table maintenance.

The ALS table is listed below as an example.



The screenshot shows the 'Maintenance' page for the 'ALS' table. At the top, there is a logo and the title 'EMS Data Capture & Reporting Tool'. Below the title is a navigation bar with links: 'New Call Sheet', 'Review', 'Maintenance', 'Reports', 'Change Password', 'Logout', and 'Help'. The main content area has a sub-header 'Index' and a link 'Create New'. Below this, it says 'Showing 5 Results'. A table with 3 columns: 'Code', 'Name', and 'Action' is displayed. The table contains 5 rows of data.

Code	Name	Action
C	Canceled	[Edit] [Details] [Delete]
N	Not Called	[Edit] [Details] [Delete]
R	Released	[Edit] [Details] [Delete]
T	Treated	[Edit] [Details] [Delete]
U	Unavailable	[Edit] [Details] [Delete]



The screenshot shows the 'Create' page for the 'ALS' table. At the top, there is a logo and the title 'EMS Data Capture & Reporting Tool'. Below the title is a navigation bar with links: 'New Call Sheet', 'Review', 'Maintenance', 'Reports', 'Change Password', 'Logout', and 'Help'. The main content area has a sub-header 'Create'. Below this, there are two input fields: 'Code:' and 'Name:'. Below the input fields is a 'Create' button. At the bottom, there is a link 'Back to List'.

Create

Code:

Name:

Create

[Back to List](#)

Another example, the crew table is below:

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The screenshot displays the 'Create' user interface of the EMS Data Capture & Reporting Tool. At the top left is the EMS logo, and to its right is the title 'EMS Data Capture & Reporting Tool'. A navigation bar contains links: 'New Call Sheet', 'Review', 'Maintenance', 'Reports', 'Change Password', 'Logout', and 'Help'. The main form area is titled 'Create' and includes the following fields:

- EMT ID (six digit number): A text input field with a small 'A' icon on the right.
- User Name: A text input field.
- Password: A text input field.
- Full Name: A text input field.
- User Type (U-User, S-Admin, I-Inactive, R-Report): A dropdown menu.

Below the fields is a 'Create' button and a '[Back to List](#)' link.