

**E M S**



**Data Capture & Reporting  
Tool**

[www.ems-dcrt.com](http://www.ems-dcrt.com)

# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description

#### **Table of Contents**

System Information .....	2
Accessing the System .....	3
Entering Call Data .....	5
Next Steps .....	6
Change Password .....	7
Report Menu .....	8
Report Options.....	8
Report List.....	9
Sample Reports.....	10
Admin Menu .....	17
Review.....	17
Maintenance .....	19

# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description

#### **System Information**

- The system is web based, hosted at a hosting facility with redundant power and Internet connections
- The system is HIPAA Compliant
- SSL (Secured Socket Layer) is deployed for security
- Passwords are encrypted and can be modified by user as needed
- The data is maintained on a MS SQL Database
- Database backup are performed daily
- Software version control system is in place
- There are various roles assignable to users based on Agency/Corps requirements (i.e., User, Report Generator, Admin/QA, etc.)
- Each Agency/Corps has separate tables for customization
- All system enhancement testing is performed on an independent system instance

Contact [Support@ems-dcrt.com](mailto:Support@ems-dcrt.com) for additional information

# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description

#### **Accessing the System**

System can be accessed via web browser (i.e., Firefox, Chrome, etc.)

The URL is <https://ems-dcrt.com>

The user should enter:

Agency Name (Assigned at setup)

User Name (Assigned by Admin)


Password (Assigned by Admin, updatable by user)

# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description

**EMS Data Capture & Reporting Tool**

The logo is a circular emblem with a dark blue background. At the top, the letters 'E M S' are displayed in white. In the center is a white Star of Life with a caduceus symbol. Below the star, the text 'Data Capture & Reporting Tool' is written in white. At the bottom of the circle, the website address 'www.ems-dcrt.com' is written in a curved path.

Agency:

Username:

Password:

**Important Notice!**  
EMS DCRT is for use only by individuals expressly authorized.  
Any use other than stated in the license agreement is illegal and  
violators will be prosecuted to the full extent of the law.

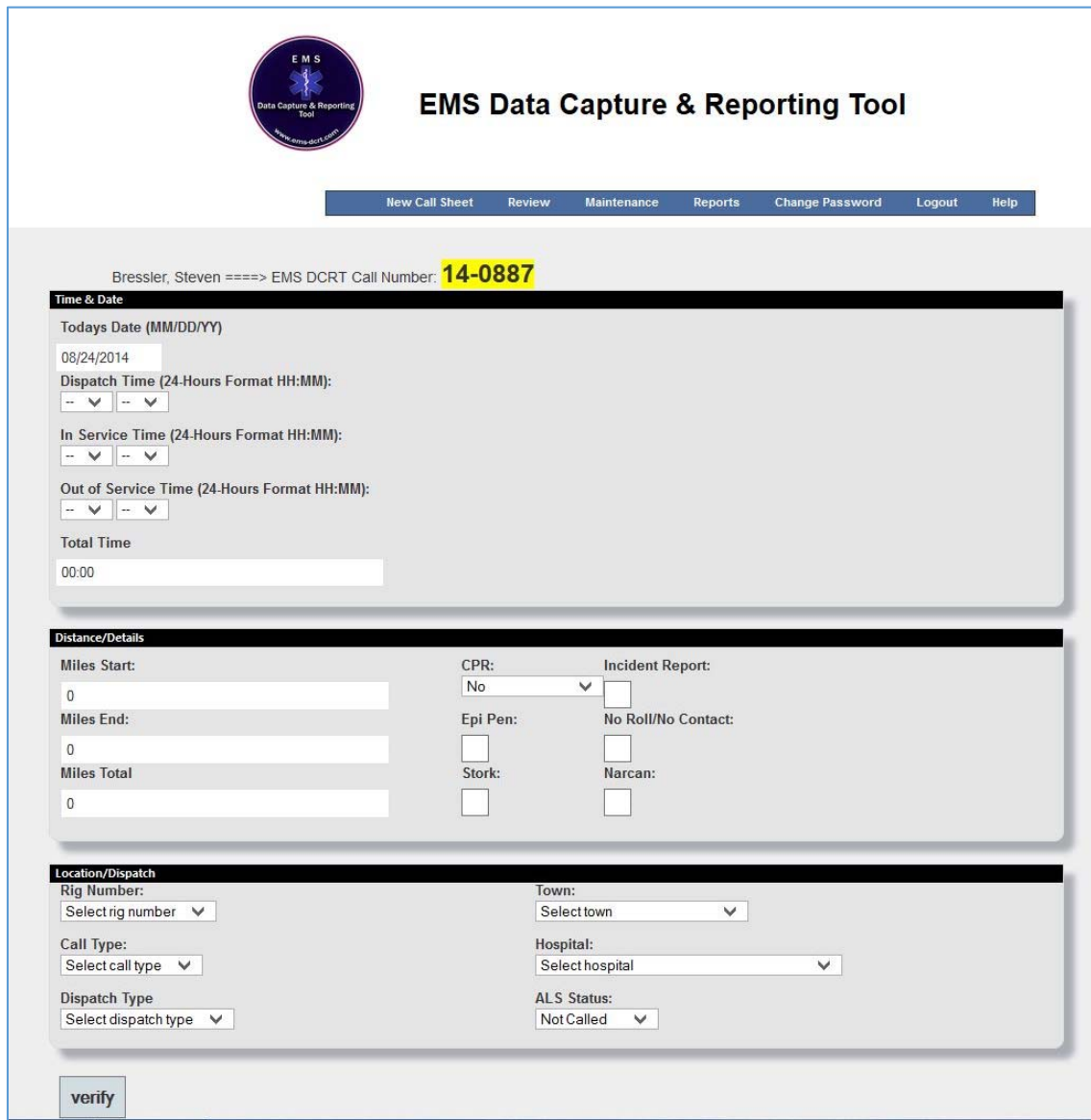
# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description

#### Entering Call Data

Once data is entered, the user will click “Verify” which will validate the data and compute call time and call mileage.



The screenshot displays the EMS Data Capture & Reporting Tool interface. At the top left is a circular logo with 'EMS' and 'Data Capture & Reporting Tool' text. To the right is 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 shows a user prompt: 'Bressler, Steven >>>> EMS DCRT Call Number: 14-0887'. Below this are three sections: 'Time & Date' with fields for 'Todays Date (MM/DD/YY)' (08/24/2014), 'Dispatch Time (24-Hours Format HH:MM)' (dropdowns), 'In Service Time (24-Hours Format HH:MM)' (dropdowns), 'Out of Service Time (24-Hours Format HH:MM)' (dropdowns), and 'Total Time' (00:00). The 'Distance/Details' section has 'Miles Start', 'Miles End', and 'Miles Total' (all 0), and checkboxes for 'CPR' (No), 'Incident Report', 'Epi Pen', 'No Roll/No Contact', 'Stork', and 'Narcen'. The 'Location/Dispatch' section has dropdowns for 'Rig Number', 'Call Type', 'Dispatch Type', 'Town', 'Hospital', and 'ALS Status' (Not Called). A 'verify' button is at the bottom left.

# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description

If data is correct, the user will click “Submit” to accept the data and access crew entry; if the data is not correct the user will click “Reset” to re-enter data.

1051, Amanda =====> EMS DCRT Call Number: **14-0819**

Time & Date	
Today's Date (MM/DD/YY) 08/03/2014	
Dispatch Time (24-Hours Format HH:MM): 07 ▾ 35 ▾	
In Service Time (24-Hours Format HH:MM): 07 ▾ 44 ▾ 8/3/2014	
Out of Service Time (24-Hours Format HH:MM): 08 ▾ 45 ▾ 8/3/2014	
Total Time 01:01	

Crew	Crew Type	Action
Bressler, Steven	General	<a href="#">Delete</a>
Select Crew Member ▾	Duty Crew ▾	<a href="#">Add</a>

### Next Steps

Either click “New Call Sheet” or click “Logout” if there are no other calls to enter.



Note – The above menu will differ based on user roles, however “New Call Sheet”, “Change Password” and “Logout” will be present on all menus.

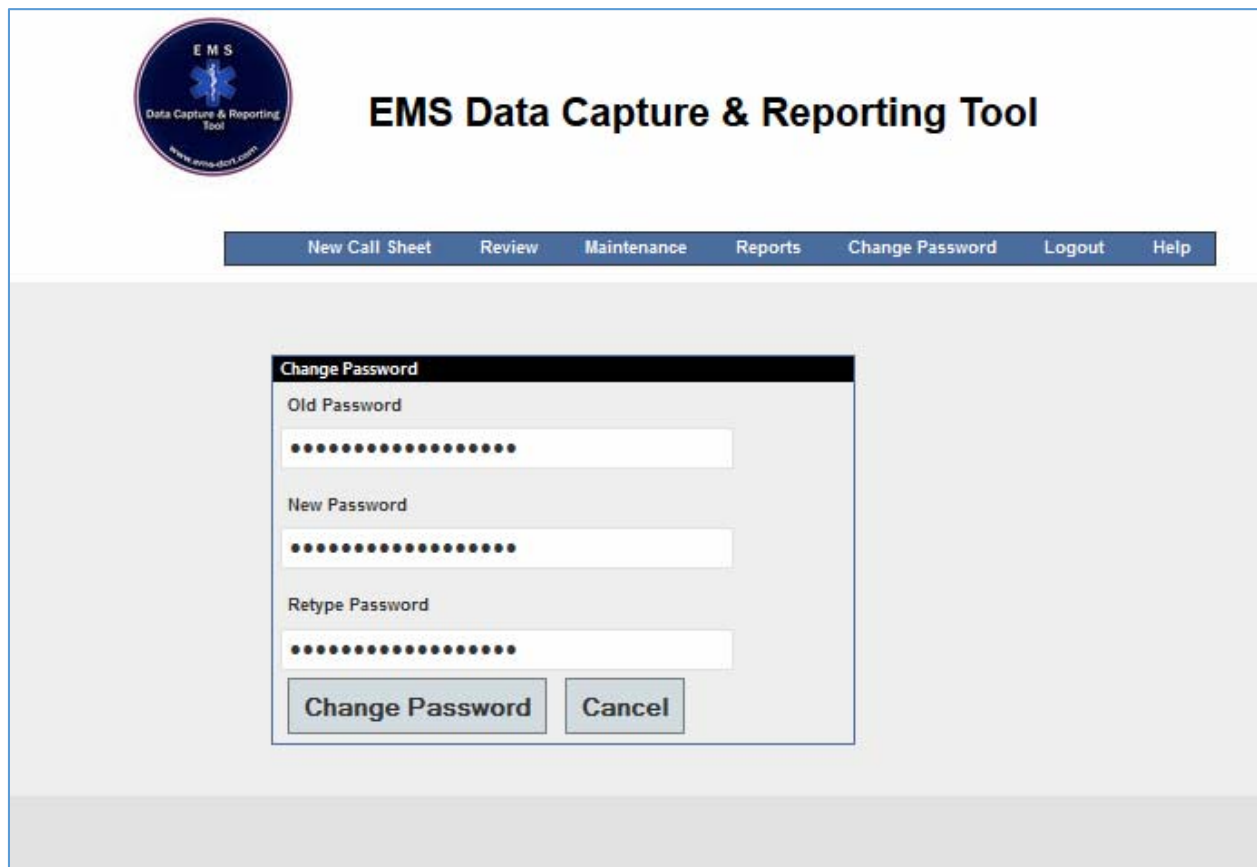
# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description

#### Change Password

For a user to change their password they must enter their current password and the new password twice.



The screenshot displays the EMS Data Capture & Reporting Tool interface. At the top left is a circular logo with 'EMS' and a Star of Life, with the text 'Data Capture & Reporting Tool' and 'www.ems-dcrt.com' below it. To the right of the logo is the title 'EMS Data Capture & Reporting Tool'. Below the title is a horizontal menu bar with the following items: 'New Call Sheet', 'Review', 'Maintenance', 'Reports', 'Change Password', 'Logout', and 'Help'. The 'Change Password' item is highlighted. In the center of the page is a 'Change Password' dialog box. It contains three text input fields, each with a password mask of 12 dots. The labels for the fields are 'Old Password', 'New Password', and 'Retype Password'. At the bottom of the dialog box are two buttons: 'Change Password' and 'Cancel'.



# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description

#### Report Menu

The user should select “Reports” to access the reporting subsystem.

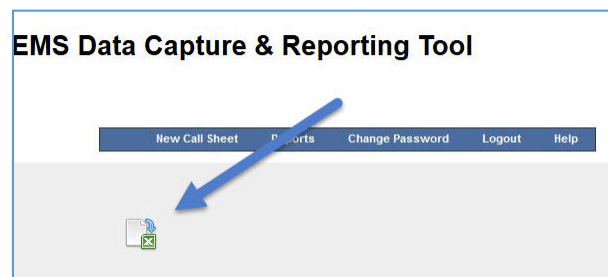


#### Report Options

With the exception of the Member Report, all reports require a date range (start and end date).

If the Member Report is selected the user will be presented with a list of active members to report on.

All reports are presented on the screen and can be accessed via MS Excel (or similar tool).



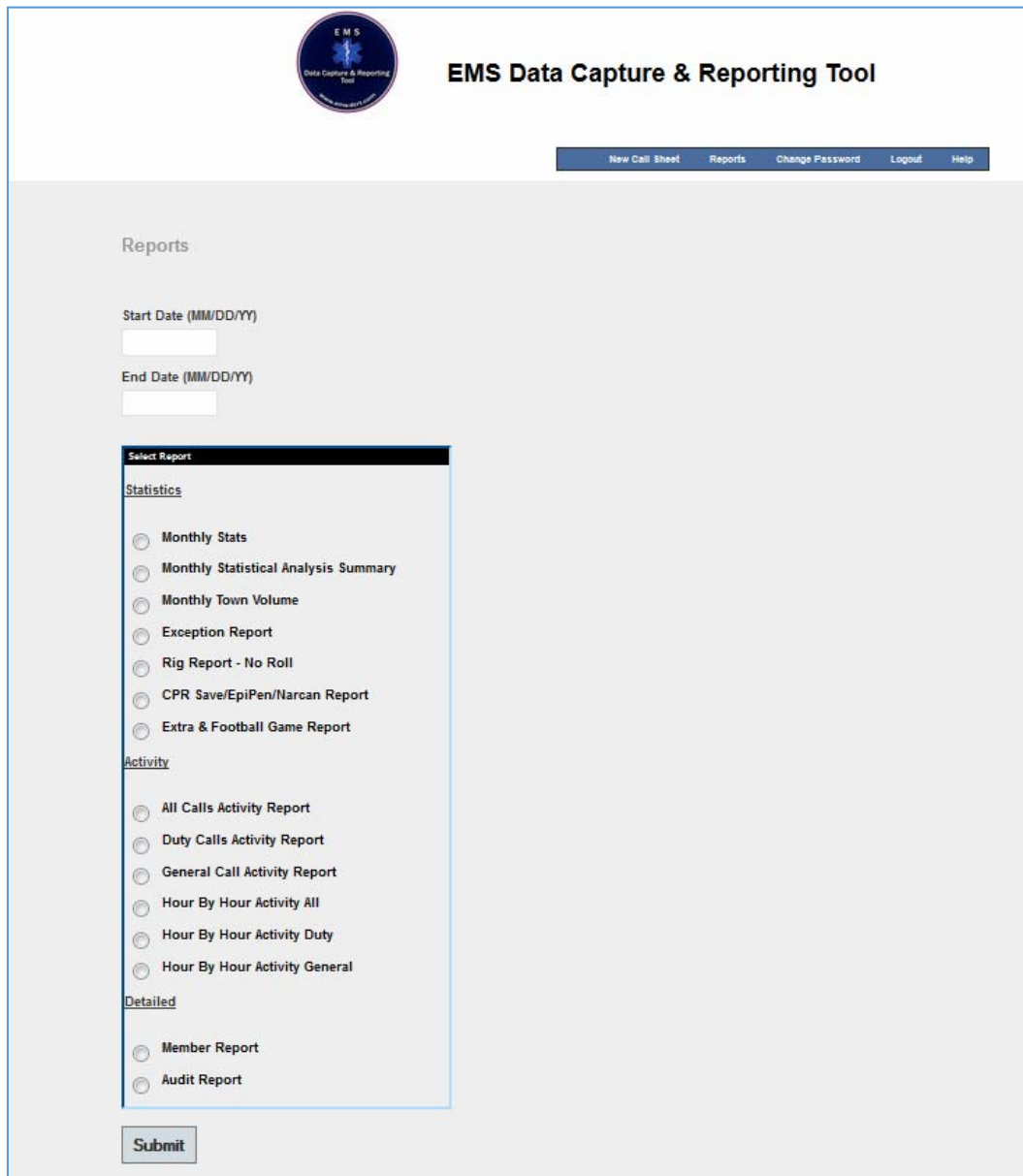
# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description

#### Report List

There are currently over a dozen reports available. Additional reports are being developed.




The screenshot displays the web interface of the EMS Data Capture & Reporting Tool. At the top, there is a circular logo with 'EMS' and 'Data Capture & Reporting Tool' text. To the right of the logo is the title 'EMS Data Capture & Reporting Tool'. Below the title is a navigation bar with links: 'New Call Sheet', 'Reports', 'Change Password', 'Logout', and 'Help'. The main content area is titled 'Reports'. It features two date input fields labeled 'Start Date (MM/DD/YY)' and 'End Date (MM/DD/YY)'. Below these is a 'Select Report' dropdown menu. The dropdown menu is open, showing three categories: 'Statistics', 'Activity', and 'Detailed'. Under 'Statistics', there are seven radio button options: 'Monthly Stats', 'Monthly Statistical Analysis Summary', 'Monthly Town Volume', 'Exception Report', 'Rig Report - No Roll', 'CPR Save/EpiPen/Narcan Report', and 'Extra & Football Game Report'. Under 'Activity', there are five radio button options: 'All Calls Activity Report', 'Duty Calls Activity Report', 'General Call Activity Report', 'Hour By Hour Activity All', 'Hour By Hour Activity Duty', and 'Hour By Hour Activity General'. Under 'Detailed', there are two radio button options: 'Member Report' and 'Audit Report'. At the bottom of the form is a 'Submit' button.

# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description

#### Sample Reports

			
<b>Your Agency Call Statistics</b>			
From 01/01/2014 to 08/31/2014			
By RIG No.			
<b>Rig No.</b>	<b>Calls/Rig</b>	<b>Miles/Rig</b>	<b>Total Time /Rig</b>
1	171	2074	127.46
2	218	3243	180.01
3	308	4410	274.42
4	4	33	3.53
No Roll	6	0	1.59
<b>Total</b>	<b>707</b>	<b>9760</b>	<b>588.21</b>
By ALS Type.			
<b>ALS Type</b>	<b>Calls/ALS Type</b>	<b>Miles/ALS Type</b>	<b>Total Time /ALS Type</b>
Canceled	75	923	51.24
Not Called	375	4674	275.25
Released	107	1676	97.06
Treated	149	2467	163.22
Unavailable	1	20	1.04
By Dispatch Type.			
<b>Dispatch Type</b>	<b>Calls/Dispatch</b>	<b>Miles/Dispatch Type</b>	<b>Total Time /Dispatch Type</b>
ATRA	21	381	16.52
Canceled	26	44	1.23
Fire	2	19	1.28
Medical	408	5996	373.06
MVC	41	598	40.28
RMA	45	180	9.52
Special Event	10	131	6.19
Substance Abuse	3	38	3.22
Transport	25	493	27.18
Trauma	126	1880	108.13
By CALLType.			
<b>Call Type</b>	<b>Calls/Call Type</b>	<b>Miles/Call Type</b>	<b>Total Time /Call Type</b>
First Rig (Duty)	559	7703	464.56
General Alarm	107	1484	88.31
Second Rig	37	524	30.43
Third Rig	4	49	4.11
By Hospital			
<b>Hospital</b>	<b>Calls/Hospital</b>	<b>Miles/Hospital</b>	<b>Total Time /Hospital</b>
Bergen Regional Medical Center	42	634	38.39
Englewood Hospital	1	25	1.32
Good Samaritan	5	124	5.41
Hackensack University Hospital (Main)	44	1249	57.49
Holy Name Hospital	14	448	19.44
HUMC at Pascack Valley (North	109	1271	95.27
No Patient Transport	170	563	41.40
Nyack Hospital	6	125	5.41
Other Facility	6	253	8.40
Saint Joseph's Medical Center	1	10	0.00
U.M.D.N.J.	1	19	1.09
Valley Hospital	308	5039	312.19

# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description



#### Your Agency CPR Save/EpiPen/Narcan Report

From 01/01/2014 to 08/24/2014

Date	Call Number	CPR	Crew Name
1/13/2014	14-0063	CPR Save	Name 1
1/13/2014	14-0063	CPR Save	Name 2
1/13/2014	14-0063	CPR Save	Name 3
1/13/2014	14-0063	CPR Save	Name 4
2/28/2014	14-0217	CPR Save	Name 5
2/28/2014	14-0217	CPR Save	Name 6
2/28/2014	14-0217	CPR Save	Name 7
2/28/2014	14-0217	CPR Save	Name 8
3/19/2014	14-0286	CPR Save	Name 9
3/19/2014	14-0286	CPR Save	Name 10
3/19/2014	14-0286	CPR Save	Name 11
3/19/2014	14-0286	CPR Save	Name 12
3/19/2014	14-0286	CPR Save	Name 13
3/19/2014	14-0286	CPR Save	Name 14
3/19/2014	14-0286	CPR Save	Name 15
4/3/2014	14-0334	CPR Save	Name 16
4/3/2014	14-0334	CPR Save	Name 17
5/26/2014	14-0541	EpiPen	Name 18
5/29/2014	14-0551	CPR Save	Name 19
5/29/2014	14-0551	CPR Save	Name 20
5/29/2014	14-0551	CPR Save	Name 21
5/29/2014	14-0551	CPR Save	Name 22

# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description



#### Your Agency Hour-by-Hour Activity Logs - All Calls

From 07/01/2014 to 07/31/2014

Name	0000 - 03:59	0400 - 07:59	0800 - 11:59	1200 - 15:59	1600 - 19:59	2000 - 23:59	Total
Name 1	0	0	8	2	0	0	10
Name 2	0	0	2	2	0	0	4
Name 3	0	0	3	1	0	0	4
Name 4	0	0	2	0	0	0	2
Name 5	0	0	2	2	0	0	4
Name 6	0	0	3	0	0	0	3
Name 7	0	0	4	0	0	0	4
Name 8	0	0	1	0	0	0	1
Name 9	0	0	1	0	0	0	1
Name 10	0	0	5	0	0	0	5
Name 11	0	0	3	0	0	0	3
Name 12	0	0	1	0	0	0	1
Name 13	0	0	3	0	0	0	3
Name 14	0	0	14	0	0	0	14
Name 15	0	0	1	0	0	0	1
Name 16	0	0	1	0	0	0	1
Name 17	0	0	10	0	0	0	10
Name 18	0	0	4	0	0	0	4
Name 19	0	0	5	0	0	0	5
Name 20	0	0	6	0	0	0	6
Name 21	0	0	1	0	0	0	1
Name 22	0	0	1	0	0	0	1
Name 23	0	0	1	0	0	0	1
Name 24	0	0	2	0	0	0	2
<b>Total</b>	0	0	84	7	0	0	<b>91</b>

# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description



#### Your Agency Month-by-Month Activity Logs - Duty Calls

From 01/01/2014 to 08/24/2014

Name	January	February	March	April	May	June	July	August	September	October	November	December	Total Calls	Total Hours
Name 1	9	1	6	4	5	13	3	5	0	0	0	0	46	36.53
Name 2	3	3	6	4	5	5	2	2	0	0	0	0	30	21.14
Name 3	3	0	2	0	4	6	9	2	0	0	0	0	26	24.21
Name 4	5	9	7	3	5	4	6	3	0	0	0	0	42	34.50
Name 5	3	8	9	7	8	8	0	0	0	0	0	0	43	25.25
Name 6	0	0	0	0	0	1	1	0	0	0	0	0	2	1.42
Name 7	8	8	7	3	1	8	7	6	0	0	0	0	48	38.46
Name 8	3	0	0	0	3	6	9	4	0	0	0	0	25	23.13
Name 9	0	0	2	3	5	3	3	3	0	0	0	0	19	16.11
Name 10	1	0	0	0	0	0	2	0	0	0	0	0	3	2.14
Name 11	12	5	9	4	3	3	0	0	0	0	0	0	36	29.12
Name 12	3	4	10	11	8	5	9	4	0	0	0	0	54	47.32
Name 13	0	0	0	0	1	4	2	0	0	0	0	0	7	4.17
Name 14	0	1	0	1	2	2	5	3	0	0	0	0	14	10.23
Name 15	3	3	4	3	4	4	2	1	0	0	0	0	24	13.06
Name 16	1	0	0	0	0	0	0	0	0	0	0	0	1	1.08
Name 17	3	1	4	4	9	10	6	10	0	0	0	0	47	34.14
Name 18	8	8	10	17	4	0	0	0	0	0	0	0	47	39.34
Name 19	1	8	6	6	11	6	7	9	0	0	0	0	54	43.14
Name 20	2	8	5	2	6	2	8	5	0	0	0	0	38	24.26
Name 21	1	0	0	0	0	0	0	0	0	0	0	0	1	0.00
Name 22	8	5	11	7	13	16	5	0	0	0	0	0	65	58.46
Name 23	11	5	6	19	7	8	5	12	0	0	0	0	73	67.17
Name 24	9	10	9	6	6	11	5	8	0	0	0	0	64	57.27
Name 25	18	25	14	25	32	30	42	19	0	0	0	0	205	169.27
Name 26	0	0	0	5	10	8	3	4	0	0	0	0	30	22.14
Name 27	24	9	12	8	11	9	13	4	0	0	0	0	90	69.30
Name 28	14	11	10	9	9	14	6	7	0	0	0	0	80	65.39
Name 29	2	0	0	0	0	0	0	0	0	0	0	0	2	2.15
Name 30	3	0	0	0	0	0	0	0	0	0	0	0	3	2.06
Name 31	7	14	11	24	7	18	10	5	0	0	0	0	96	72.44
Name 32	7	11	9	4	7	5	9	2	0	0	0	0	54	47.36
Name 33	5	0	0	6	6	0	5	5	0	0	0	0	27	22.55
Name 34	0	0	0	3	5	9	10	1	0	0	0	0	28	21.17
Name 35	15	0	0	0	7	10	13	8	0	0	0	0	53	44.43
Name 36	3	0	0	0	0	0	0	0	0	0	0	0	3	2.49
Name 37	3	2	3	5	7	0	2	8	0	0	0	0	30	22.59
Name 38	7	2	6	0	3	15	11	7	0	0	0	0	51	37.43
Name 39	9	11	14	2	3	8	9	3	0	0	0	0	59	45.02
Name 40	3	0	5	0	0	0	0	0	0	0	0	0	8	4.00
Name 41	3	0	2	0	6	19	4	1	0	0	0	0	35	30.31
Name 42	3	10	8	6	7	2	4	5	0	0	0	0	45	31.55
Name 43	9	5	7	11	9	11	24	2	0	0	0	0	78	65.23
Name 44	12	18	11	7	11	16	0	0	0	0	0	0	75	70.08
Name 45	6	0	3	0	2	0	0	0	0	0	0	0	11	7.19
Name 46	1	7	7	5	2	10	6	5	0	0	0	0	43	28.31
Name 47	3	1	1	1	0	0	0	0	0	0	0	0	6	2.19
Total	254	213	236	225	254	309	267	163	0	0	0	0	1921	1544.30

# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description



#### Your Agency Monthly Statistical Analysis Summary

From 07/01/2014 to 08/24/2014

##### In Service Time

	Time	Call
Fastest In Service Time	00:00	14-0699
Slowest In Service Time	00:11	14-0732
Average In Service Time	00:07	

##### Call Length

	Time	Call
Shortest Call	00:12	14-0699
Longest Call	03:34	14-0707
Average Call Length	01:08	

##### Distance Travelled

	Miles	Call
High Mileage	30	14-0721
Low Mileage	2	14-0706
Average Mileage	14	

# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description



#### Your Agency Monthly Call Volume by Town

From 01/01/2014 to 08/24/2014

Town	Calls	Miles	Hours	Crew Hours
Town 1	1	0	0.00	0.00
Town 2	256	3722	23.39	24.47
Town 3	2	77	3.54	13.27
Town 4	5	76	5.36	14.42
Town 5	6	66	4.14	10.59
Town 6	1	15	1.07	2.14
Town 7	3	31	0.16	0.48
Town 8	267	3474	20.06	10.56
Town 9	5	127	1.10	3.14
Town 10	158	2162	28.17	72.21
Town 11	2	10	0.02	0.04
<b>Total</b>	<b>706</b>	<b>9760</b>	<b>88.21</b>	<b>153.32</b>



# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description



#### Your Agency Member Report

EMT# 6xxxxx Name 1

<u>Date</u>	<u>Call</u>	<u>Dispatch Type</u>	<u>Crew</u>	<u>Time</u>
12/7/2013	13-1551	Medical	Duty	1.06
12/2/2013	13-1556	Medical	General	0.07
12/14/2013	13-1577	Medical	Duty	0.32
12/14/2013	13-1578	Medical	Duty	0.53
12/16/2013	13-1585	MVC	Duty	0.25
12/28/2013	13-1637	Medical	Duty	1.09
1/6/2014	14-0031	Medical	Duty	1.04
1/13/2014	14-0062	ATRA	Duty	0.52
1/13/2014	14-0063	Medical	Duty	0.36
2/10/2014	14-0152	Trauma	Duty	0.06
2/12/2014	14-0162	Medical	General	0.57
2/24/2014	14-0204	Medical	Duty	0.11
2/24/2014	14-0205	MVC	Duty	0.08
3/10/2014	14-0255	Medical	Duty	0.10
3/14/2014	14-0272	Medical	Duty	1.10
3/23/2014	14-0297	Special Event	Duty	5.26
3/23/2014	14-0298	Substance	Duty	0.16
3/24/2014	14-0302	Medical	Duty	0.44
3/31/2014	14-0323	Medical	Duty	1.08
4/14/2014	14-0394	Trauma	Duty	0.53
4/21/2014	14-0413	MVC	Duty	1.34
4/28/2014	14-0442	MVC	Duty	1.01
4/29/2014	14-0447	Special Event	Duty	0.49
5/5/2014	14-0471	Medical	Duty	2.04
5/12/2014	14-0495	Medical	Duty	1.03
5/12/2014	14-0497	Medical	General	1.05
5/12/2014	14-0498	MVC	General	0.08
5/21/2014	14-0524	Canceled	General	0.06
5/29/2014	14-0551	Medical	Duty	1.11
5/31/2014	14-0559	Medical	General	1.13
5/31/2014	14-0560	Medical	Duty	1.34
5/31/2014	14-0561	Trauma	Duty	0.48
6/2/2014	14-0569	Medical	Duty	0.56
6/11/2014	14-0617	Medical	General	0.54
6/16/2014	14-0647	Trauma	Duty	1.00
6/19/2014	14-0655	Medical	Duty	0.54
6/28/2014	14-0680	Medical	Duty	0.58
6/28/2014	14-0681	Medical	Duty	0.58
7/12/2014	14-0734	Medical	Duty	1.48
7/26/2014	14-0787	Trauma	Duty	0.10
8/9/2014	14-0829	Medical	Duty	0.52
8/9/2014	14-0830	Medical	Duty	1.12
<b>Total</b>				<b>40.11</b>

Total number of calls: 43

# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description

#### Admin Menu

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

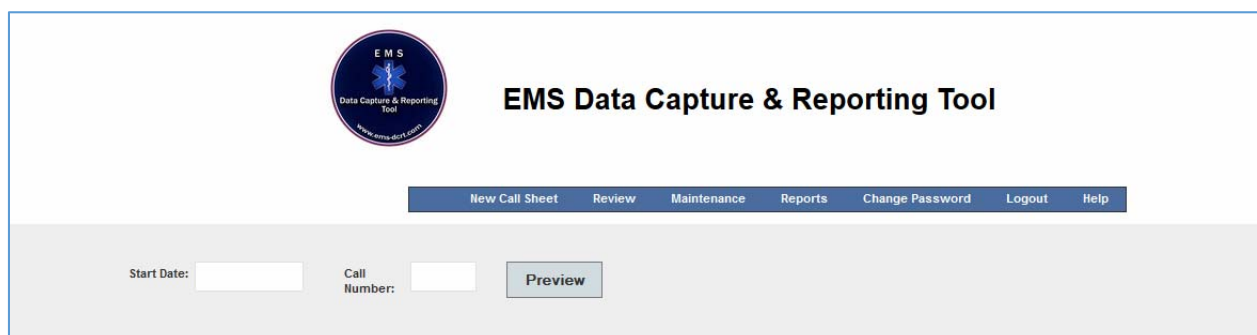


#### Review

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.



# EMS – DCRT

## EMS Data Capture and Reporting Tool

### Product Description



### EMS Data Capture & Reporting Tool

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  
Miles End:  
0  
Miles Total:  
0  
CPR:  
No  
Incident Report:  
☐  
Epi Pen:  
☐  
No Roll/No Contact:  
☐  
Stork:  
☐  
Narcen:  
☐

**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

# EMS – DCRT

## EMS Data Capture and Reporting Tool

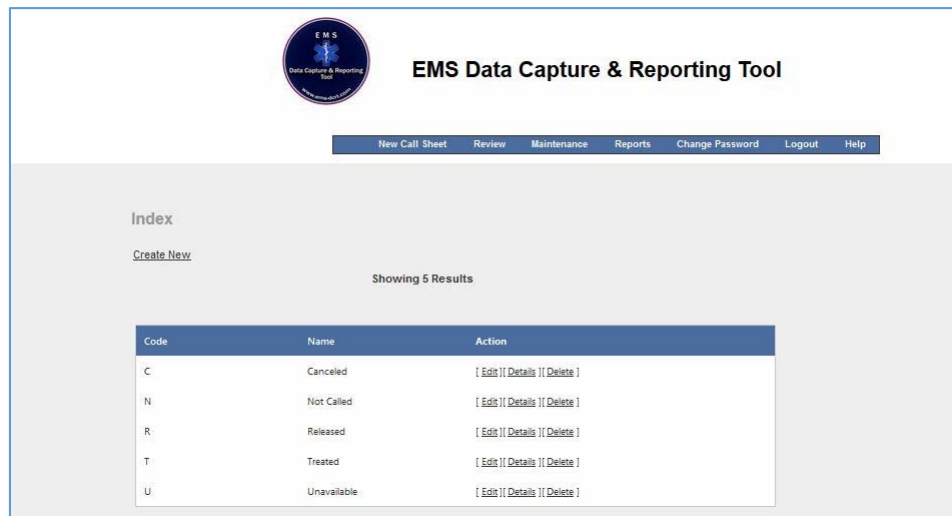
### Product Description

#### 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 of the EMS Data Capture & Reporting Tool. 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 is titled 'Index' and includes a link 'Create New'. Below this, it says 'Showing 5 Results'. A table with 3 columns (Code, Name, Action) displays the following 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 of the EMS Data Capture & Reporting Tool. 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 is titled 'Create' and includes a 'Code:' label, a text input field, a 'Name:' label, another text input field, a 'Create' button, and a 'Back to List' link.

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Another example, the crew table is below:



The screenshot displays the 'EMS Data Capture & Reporting Tool' interface. At the top left is a circular logo with 'EMS' and 'Data Capture & Reporting Tool'. To the right of the logo is the title 'EMS Data Capture & Reporting Tool'. Below the title is a horizontal menu bar with the following items: 'New Call Sheet', 'Review', 'Maintenance', 'Reports', 'Change Password', 'Logout', and 'Help'. The main content area is titled 'Create' and contains a form for creating a new user. The form fields are: 'EMT ID (six digit number)' with a text input and a small 'Add' button; 'User Name' with a text input; 'Password' with a text input; 'Full Name' with a text input; and 'User Type (U-User, S-Admin, I-Inactive, R-Report)' with a dropdown menu. Below the form fields is a 'Create' button and a 'Back to List' link.