

HC Standard® Patient Tracking for iOS

HC Version 4.6



HC Standard® Patient Tracking for iOS

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To Contact GER

Global Emergency Response, Inc
100 Grace Hopper Lane, Suite 3739
Augusta, GA 30901

Tel: 1.866.242.4035
support@ger911.com
<https://www.ger911.com/>

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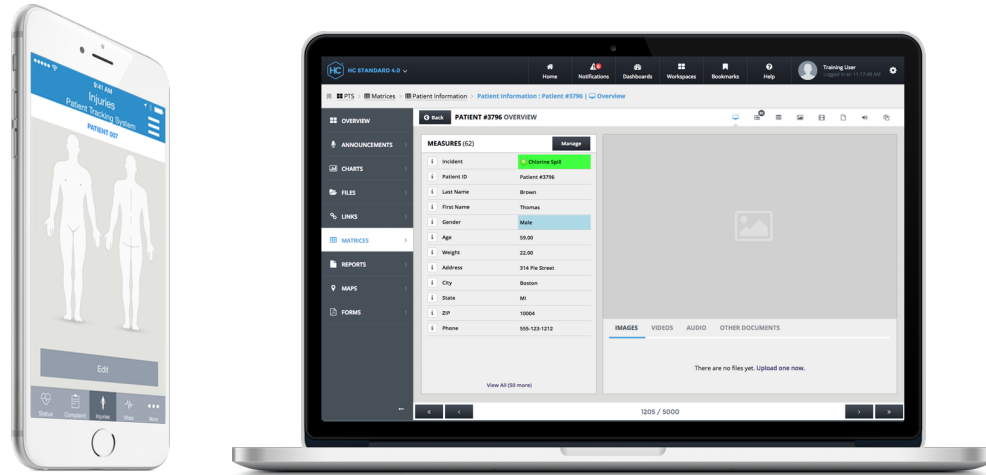
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Chapter 1 - HC Patient Tracking Overview

1 - 1: Patient Tracking System™ (PTS) Overview



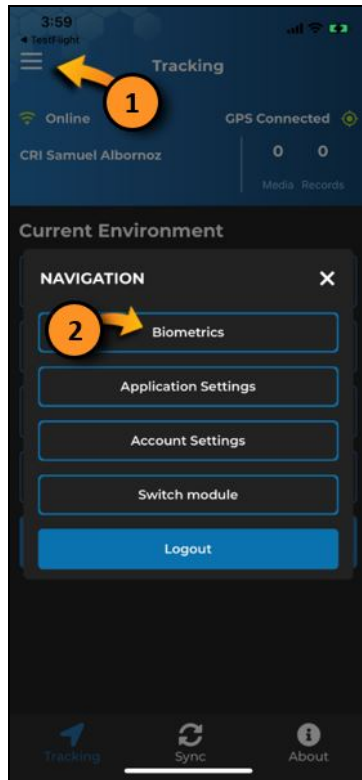
GER's Patient Tracking System™ (PTS) is a module of HC Mobile. It is an integrated mobile solution to electronic Patient Triage and Patient Tracking. It allows near real-time data transmission from emergency locations and seamlessly integrates with HC Standard® allowing timely and informed health care decisions. Further, the sharing of critical emergency data greatly improves response times and quality of care.

Key benefits of PTS include:

- Near real-time transmission of emergency site data to a command center or hospital ER.
- Barcode identification and scanning of patient at the emergency site.
- Tracking of patient vital health and injury information.
- Emergency site and patient injury photographic capability.
- GPS and Date/Time stamping of data entry events.
- Audio and video recording capability.
- HIPAA and HITECH compliant.
- Data is encrypted on the device while at rest and in transit.

Chapter 2 - What's New

2 - 1: Login Screen



Biometric login

In order to enable this feature you must first log in with your **username** and **password**, select any module, then:

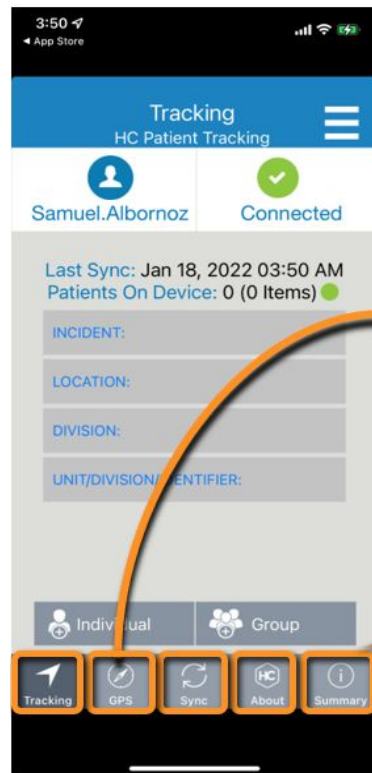
1. *Tap* the main menu
2. *Tap* **Biometrics**

Then follow the prompts to enable biometric login.

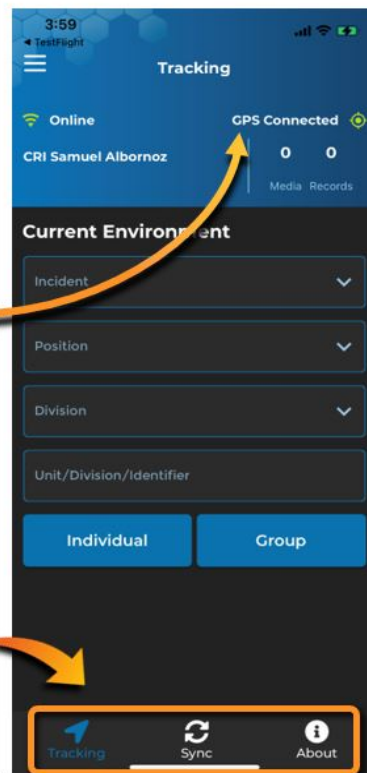
Figure 2-1: Biometric Login

2 - 2: Home Screen

Previous version 1.3



Current version 2.0



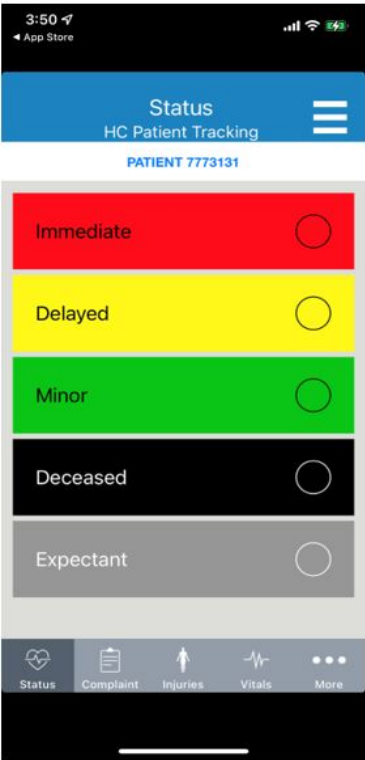
Bottom menu:

- **Tracking, Sync, and About** have moved to the bottom.
- **GPS** has been modified to show its status (connected, disconnected).
- The **Summary** button has been retired.

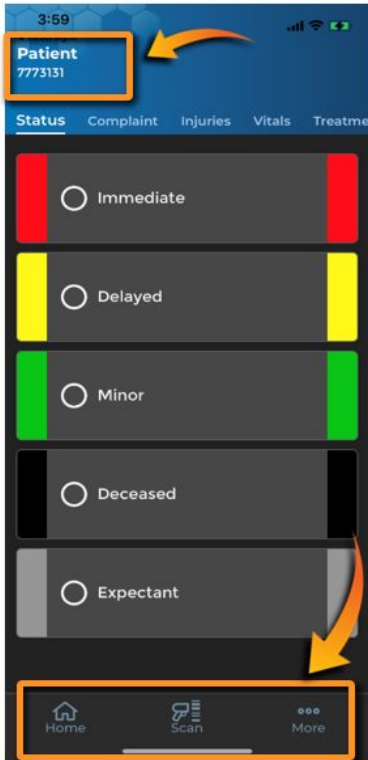
Figure 2-2: Home screen bottom menu

2 - 3: Patient Record

Previous version 1.3



Current version 2.0



Patient record:

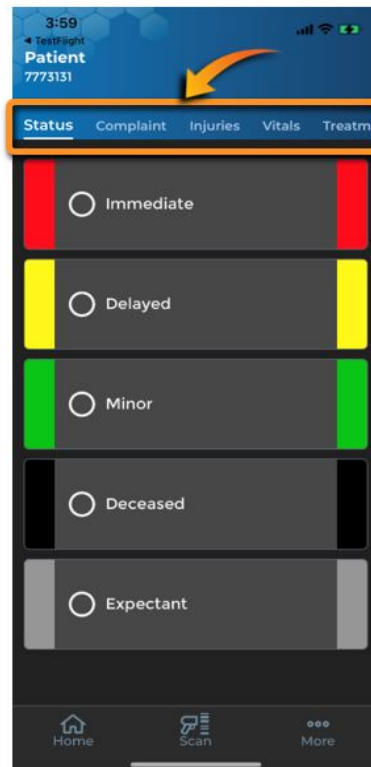
- The patient record is now displayed on top.
- A bottom menu was incorporated to the **Patient Record** screen for ease of access.

Figure 2-3: Patient record

Previous version 1.3



Current version 2.0



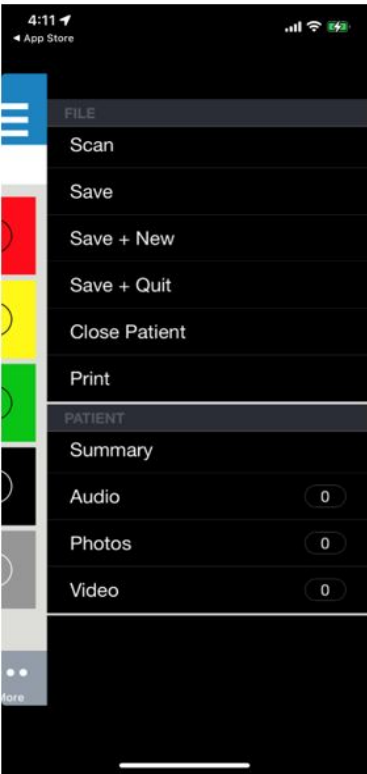
Patient panels

Panels are now dynamic, simply:

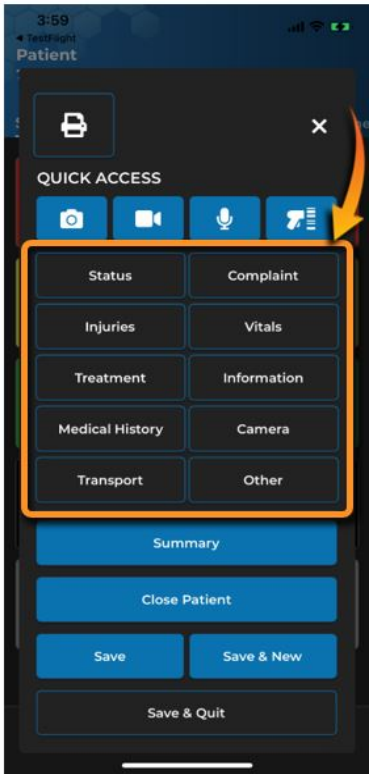
- *Swipe* left on the screen to go to the next panel.
- *Swipe* right to go to the previous panel.
- *Tap* a panel to jump to it.

Figure 2-4: Patient record panels

Previous version 1.3



Current version 2.0



Patient record menu


While in a patient record, the **More** button  (at the bottom) now includes shortcuts to the different panels.

Figure 2-5: Patient record panels

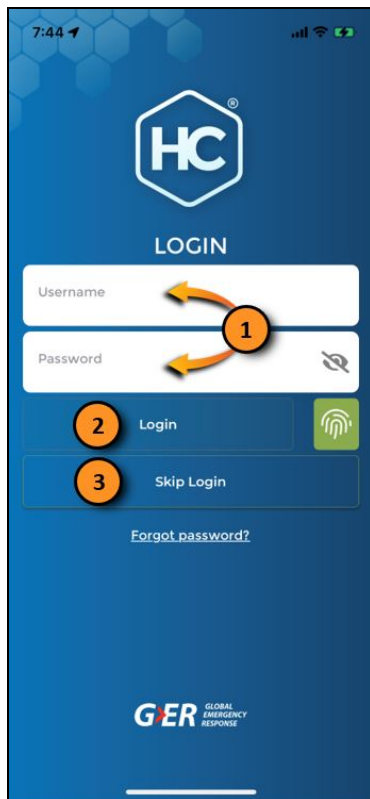
Chapter 3 - Using PTS

3 - 1: Getting Started

Launch HC Mobile™

- Tap the **HC Mobile** icon to launch Patient Tracking.

Login to HC Mobile™



Log in to begin adding patient records, as shown in Figure 3-1.

1. Enter **Username** and **Password** as provided by an HC Standard® Administrator.
2. Tap the **Login** button.
OR
3. If username and password are inaccessible, the user can *tap* the **Skip Login** button to enter the HC Mobile™ application. Patients can be entered into HC Mobile™ under the Patient Tracking System application (PTS) at this point; however, no data will be synced to the server until proper user credentials are entered.

Figure 3-1: Login Screen



Figure 3-2: HC Mobile™ Application
Launcher

The modules available to the user will display on the user's device, as shown in Figure 3-2.

1. From the application launcher, *select* **HC Patient Tracking**.

If it is the first time launching the Patient Tracking System (PTS) application and there is a data connection after logging in, the Synchronization screen will appear, as shown in Figure 3-3. Once the synchronization process is complete it will display the main screen. If a user wishes to return to the main screen sooner:

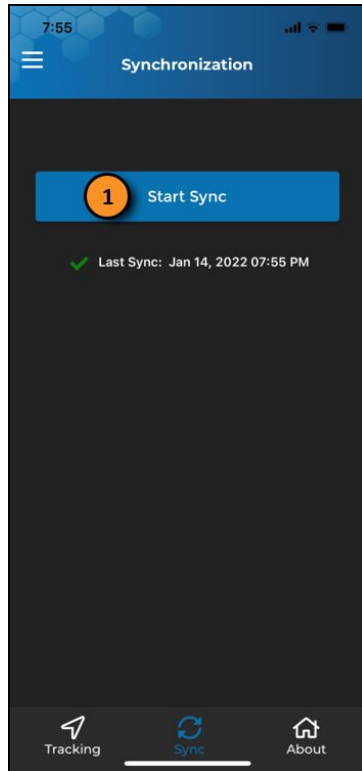


Figure 3-3: Sync Screen

1. Tap the **Tracking** icon in the navigation tray to continue.
2. If there is no data connection or the PTS application is still open from a previous log in, tap the **Tracking** icon to the Patient Tracking Main Screen.

3 - 2: Patient Tracking Main Screen

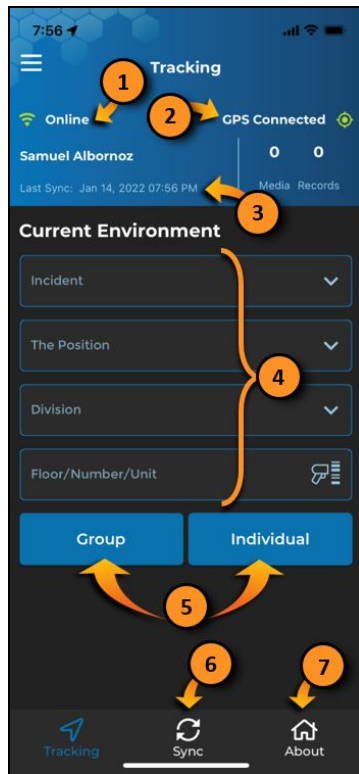


Figure 3-4: Main Screen

The Patient Tracking Main Screen, as shown in Figure 3-4.

1. **Connection Status** - Shows current connection status to the server.
2. **GPS** - Shows current GPS data.
3. **Sync Status** - Shows last date and time the device synchronized. Patients on device shows how many records are currently on the user's device. A green icon means there are no records and a yellow icon indicates there are still records to be synchronized.
4. **Current ICS Information** - Shows current ICS settings.
5. **Triage Buttons** - Starts patient entry mode.
6. **Sync** - Controls data synchronization.
7. **About** - Displays HC Patient Tracking™ version information.

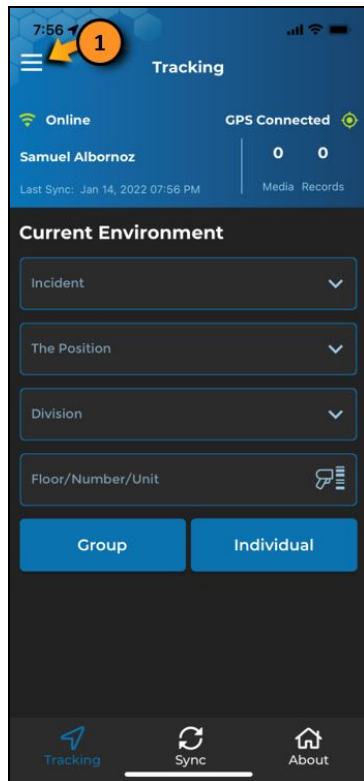
If an INCIDENT has not been set, then upon the triage of the first patient, the user will be prompted to enter the appropriate ICS information. Entering ICS information will only be necessary the first time using the device for a specific Incident. Once this information has been entered, the user will be able to triage multiple patients and will not need to go through this step. For more information, see "Incident Command System (ICS)" on page 15.

Notes:



- The device may occasionally lose its connection with the server. If this occurs, patient records will remain on the device's internal memory but will not be uploaded to the database. The device should Auto Synchronize with the database once the connection is re-established.
- If a user is in **HC Mobile™** and does not see an incident, increase the number of incidents shown.

3 - 3: Patient Tracking Menu



To access the **Navigation** menu:

1. Tap the **Menu** button as shown in Figure 3-5.

Figure 3-5: Menu

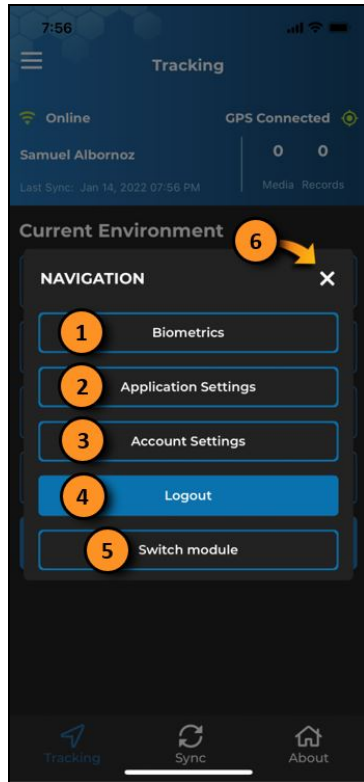


Figure 3-6: Menu Items

Menu items include, as shown in Figure 3-6:

1. **Biometrics** - To enable the use of biometrics to log in to the app.
2. **Application Settings** - View or change specific aspects of the PTS application.
3. **Account Settings** - Access settings for the user account.
4. **Switch Module** - Switch to another HC Mobile™ application.
5. **Logout** - Log out of the HC Standard® account.
6. **X** – Tap the "X" to close the **Navigation** menu.

3 - 4: Account Settings

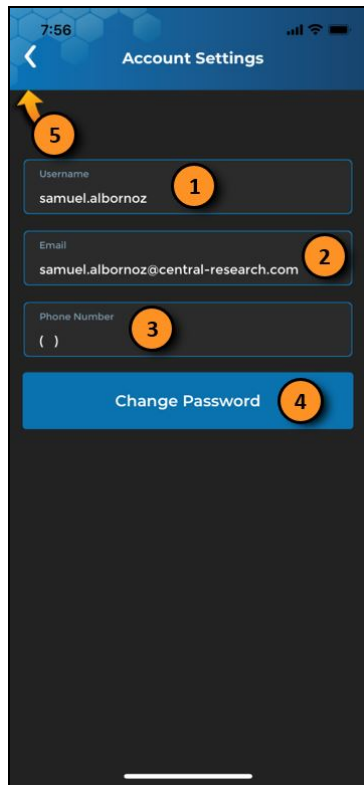


Figure 3-7: Account Settings

Users are able to access **Account Settings** from the **Navigation** menu, as shown in Figure 3-7

1. **Username.**
2. **Email**
3. **Phone number**
4. Tap the **Change Password** button to change your password.
5. Tap the **Back** arrow to go to the previous menu

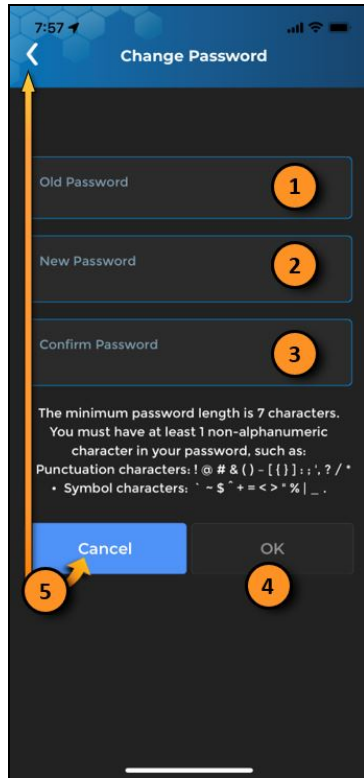


Figure 3-8: Change Password

To change the password, as shown in Figure 3-8:

1. *Enter the **Old Password**.*
2. *Enter the **New Password**.*
3. *Enter the new password again under **Confirm Password**.*
4. *Tap **OK** to save changes.*
5. *Tap **Cancel** or the **Back** button to abandon changes.*

3 - 5: Incident Command System (ICS)

The ICS Page, as shown in Figure 3-9, is where the user selects key elements describing the event and position. This only needs to be done once during an incident since the information applies to all patients. Setting the correct ICS information is a critical step of the HC Patient Tracking™ log in process. Each selection made here impacts every patient record scanned and saved. Selecting the wrong incident or not selecting an incident may cause records to be missing from the incident commander's incident specific HC Standard® screens.

Items are all selected from drop-down lists which the HC Standard® System Administrator in HC Standard®. This is done so that at a later date all of the responses to an incident will have the same name/title and can be sorted and cataloged. The number of incidents synchronized and displayed in this list can be altered from the application settings.

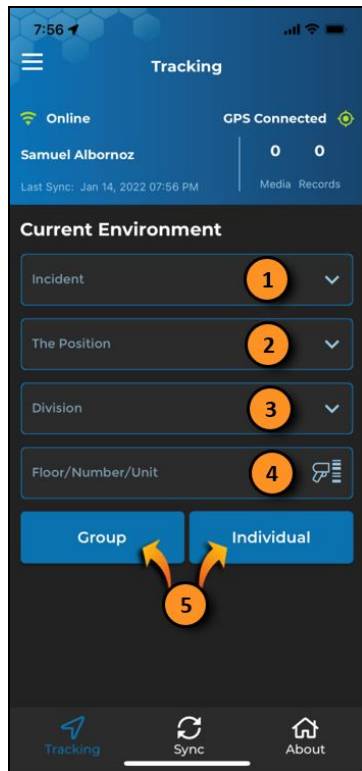


Figure 3-9: ICS Screen

1. **Incident** - Every patient scanned will have this incident associated with the record.
2. **Position** - Each position affects the panel order in **HC Patient Tracking™**. For example, selecting Transport will move the transport panel closer to the beginning of every patient record on the device.
3. **Division** - Division is used to help identify where the patient was scanned. Typically this field is used for different locations during a planned event.
4. **Floor/Number/Unit** - This field is used in conjunction with the Division field.
5. Tap **Individual** or **Group** once the appropriate selection(s).

Chapter 4 - Working with Patient

4 - 1: Triaging Patients

4 - 1.1 Entering Patient Information

Once the profile has been set, submitting patient records is simple.

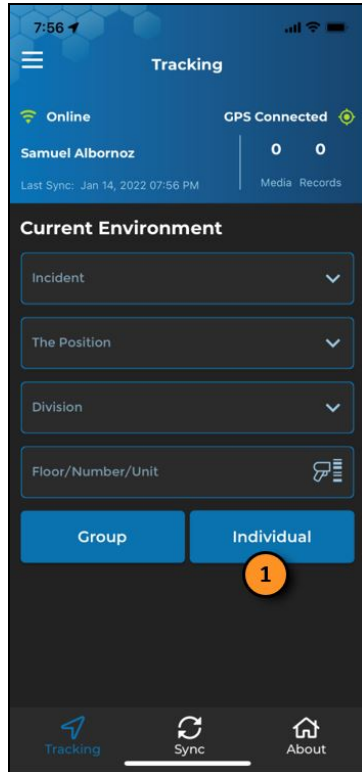


Figure 4-1: Triage Patients

Scanning a barcode or triage tag will start an individual patient record or retrieve existing patient information that has already been entered into the system for that patient with that specific tag or barcode. A barcode on a triage tag is a unique ID.

1. Tap the **Individual** button on the Main Screen, as shown in Chapter 4.

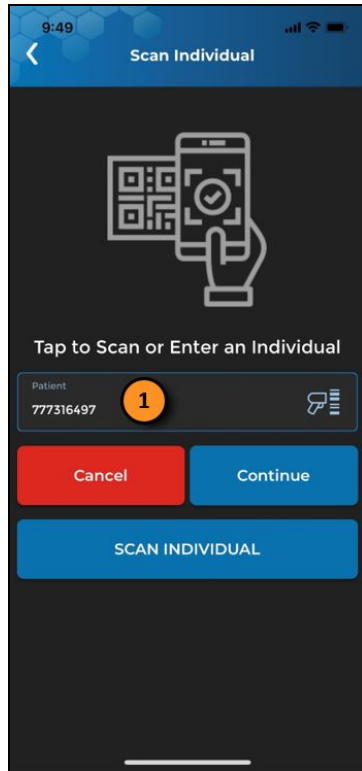


Figure 4-2: Patient ID

The next step requires the user to enter a Patient ID, as shown in Figure 4-22:

1. **Enter a Patient ID.** The Patient ID is a unique string assigned to a patient. All information on the patient is stored under this ID and is available for recall and updating at later dates.

There are three ways to enter the Patient ID Number:



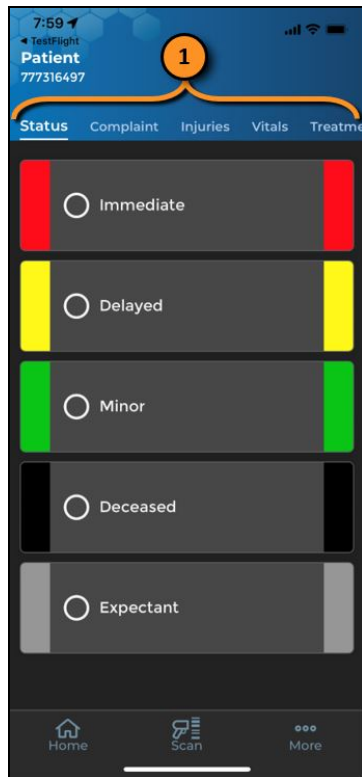
Figure 4-3: Camera Scan Window

1. **Scan a triage tag for the patient** – Attach a Triage Tag to the patient. From the Patient ID screen, *tap* the **Scan** button. Proper technique is to *align* the window with the vertical center of the barcode, and hold the camera steady, as shown in Figure 4-3. If the barcode is not read right away, slightly vary the distance between the camera and barcode. If the device has a camera flash, turn it on in low-light conditions by *tapping Light*. The device will automatically focus on the barcode and will start the patient record when it registers the ID.
2. **Driver's License** - *Scan* a driver's license **3D barcode** to generate a unique patient ID and automatically fill-in the patient's demographic information as it appears on the license. For some states, an older issued license may not properly scan.
3. **Manual input** – If a triage tag is not available, it is possible to input an ID Number manually using the onscreen keyboard. Make sure the Patient ID is unique so that the data from one patient is not mixed with another.



Note: The Patient ID is the only required field when starting a patient record. Make sure that each new patient is given a unique Patient ID.

4 - 1.2 General navigation menus



General navigation menus:

1. To move directly to a specific panel, *tap* it on the top section. The user can also *swipe* between **panels** to advance to the next panel.

Figure 4-4: Panels

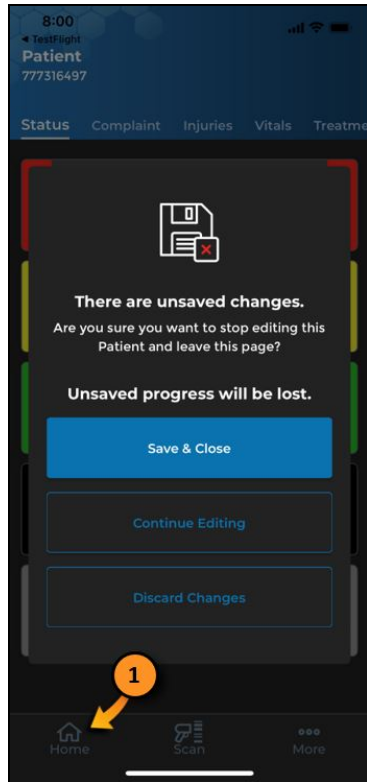


Figure 4-5: Home button

General navigation menus:

1. The **Home** button allows you to:
 - **Save and Close** then return to the main screen
 - **Continue editing**
 - **Discard Changes**

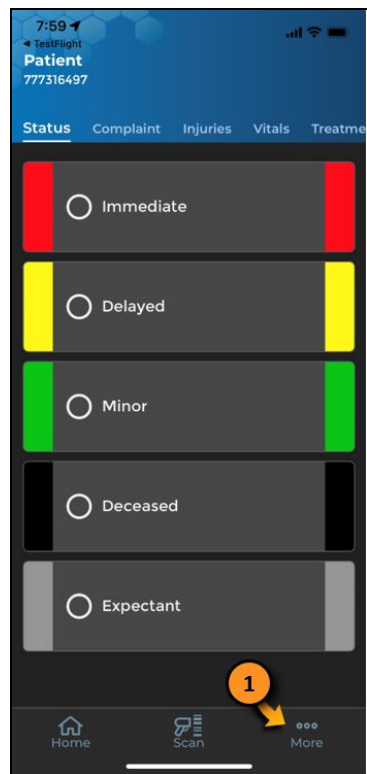


Figure 4-6: More button

General navigation menus:

1. The **More** button will open a complete menu with all the actions relevant to triaging patients. These options will be explained next

General navigation menus:

The **More** button mentioned previously will allow you to perform additional options:

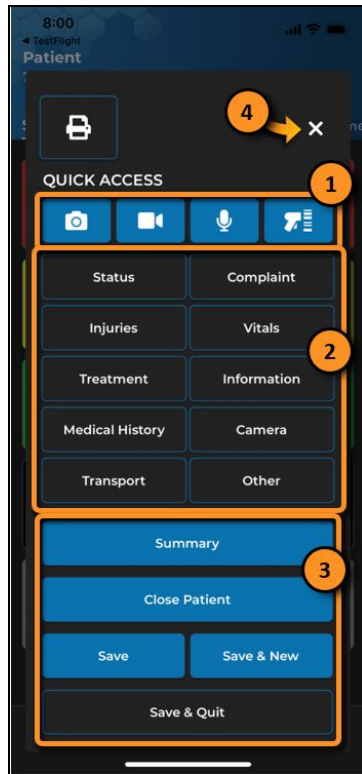


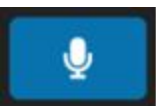
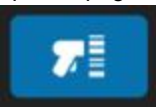


Figure 4-7: More button menu

1. This section contains the options to add, or remove media :

-  To review, add, or remove photos.
-  To review, add, or remove videos.
-  To review, add, or remove audio recordings.

While on a patient's record, audio can be added to supplement the text information. If the user is on a specific section of the application and does not have time to type into the device, the user may capture audio notes that will be associated with that specific page or panel in PTS.

-  Use this option to scan **information** into the Information panel or to **create a new patient**

2. This section allows you to jump straight into a specific panel

3. In this section:

- **Summary** – View the current patient's main details.
- **Close Patient** – Discard the current record and return to the Patient Tracking main screen.
- **Save** - Captures a snapshot of the patient and continue working with the patient record.
- **Save & New** - Save the current record and start a new one.

4 - 1.3 Patient Tracking Panels

Once a Patient ID is entered, begin entering patient information by *tapping* on the screen and *manually entering* data with the onscreen keyboard.

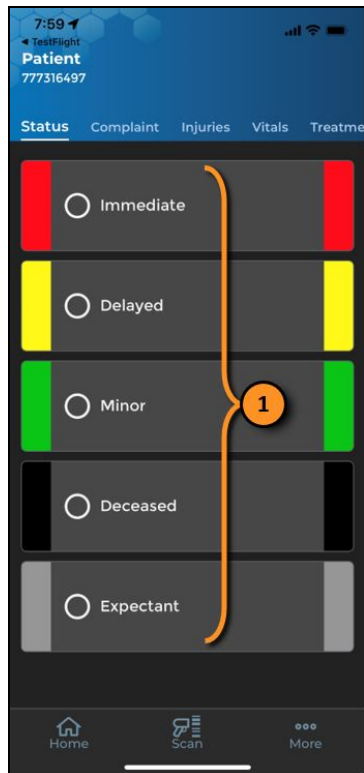


Figure 4-8: Status panel

Status panel:

1. Select the applicable option that indicates the patient's status. You may need to scroll down to see more options.

Swipe left to go into the next panel or tap it at the top.

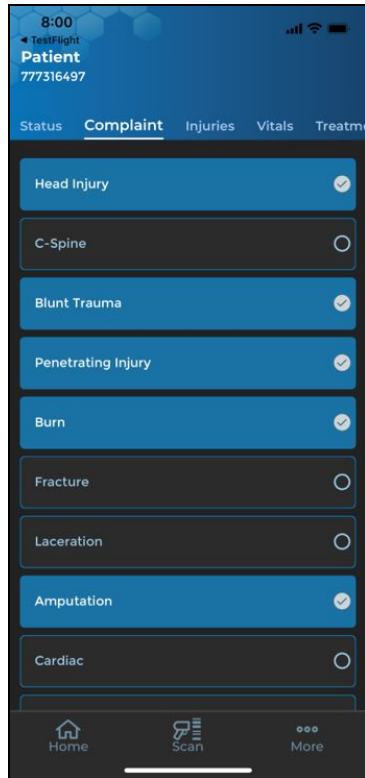


Figure 4-9: Complaint panel

Complaint panel:

- Tap the **Complaints** that apply. A checked box indicates which complaints have been selected.
- Scroll down to type information into the **Medical** and **Complaint Comment** boxes.

Swipe left to continue, or tap the next panel at the top.

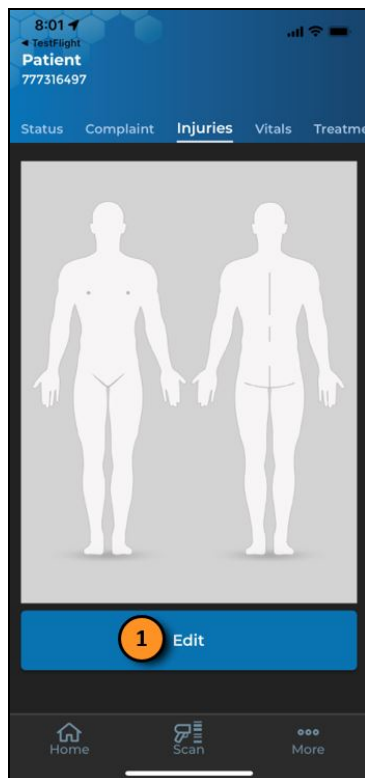


Figure 4-10: Injuries panel

Injuries panel:

This section will be used to document graphically the patient's injuries.

1. Tap **Edit** to continue.

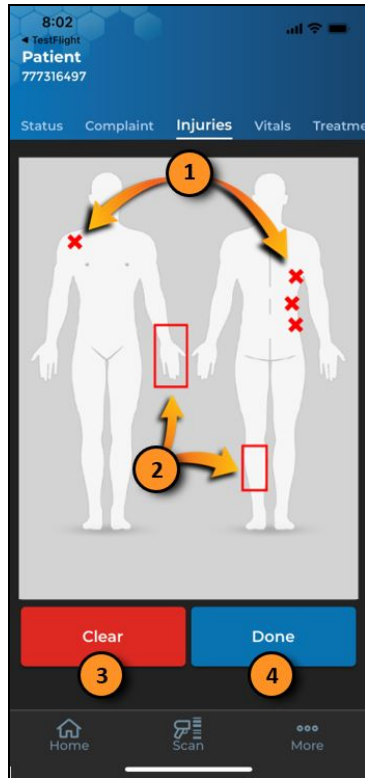


Figure 4-11: Injury panel

Injuries panel:

This section will be used to document graphically the patient's injuries.

1. *Tap* on a spot to place an **X**.
2. *Tap and Drag* diagonally to draw a box around larger area injuries.
3. To correct a mistake, *tapClear* to clear the screen and start over.
4. *TapDone* when finished, then *swipe* left to continue.

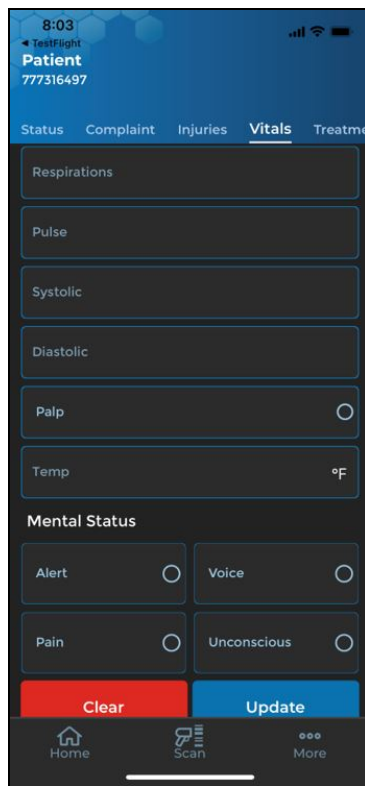


Figure 4-12: Vitals panel

Vitals panel:

- *Tap* each field to enter data
- *TapUpdate* to save current patient information
- *TapClear* to empty all fields

Swipe left to continue.

8:03
TestFlight
Patient
777316497

Vitals **Treatment** Information Medical History

BVM ☒

ET ☒

Oxygen ☐

Oxygen L/min

Bleeding Control ☐

Spinal Immobilization ☐

IV ☒

Combi King ☐

CPAP ☒

Home Scan More

Treatment panel:

- *Tap* the applicable treatment options. A checked box indicates which complaints have been selected
- Some fields can be tapped to enter data
- Scroll down to the **Treatment Comm** box and *tap* it to enter data.

Swipe left to continue.

Figure 4-13: Treatment panel



Note: Open text fields may have a set character limit. In this module, treatment comments are limited to 250 characters.

8:02
TestFlight
Patient
777316497

Vitals Treatment **Information** Medical His

Scan

Gender

DOB

Age Type
Years

Weight lbs

First Name

Last Name

Address

City

Home Scan More

Figure 4-14: Information panel

Information panel:

1. Tap each field to manually enter patient information.
OR
2. Tap the **Scan** button at the bottom to import patient's demographic data from the patient's driver's license. Scan the **3D barcode** on the driver's license. The demographic information will be pulled from the patient's driver's license and automatically entered into the Patient Information panel.

Notice that the scan icon next to **Last Name** will only scan data for that one field only, not the entire form.

Swipe left to continue.



Note: The input fields on this panel may vary as the HC Standard® Administrator adds or removes information.

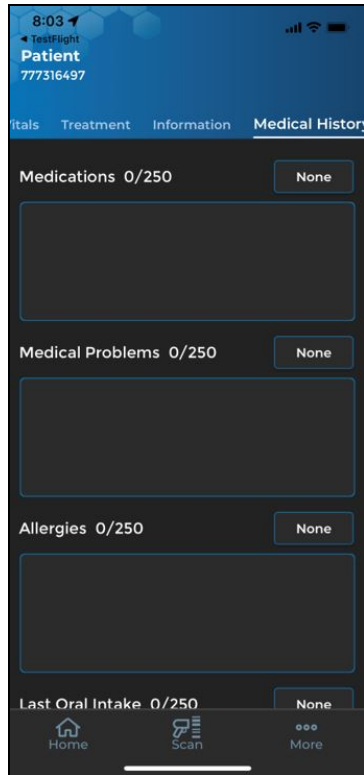


Figure 4-15: Medical History panel

Med History panel:

- The **Med History** panel includes the following fields:
 - Medications.
 - Medical Problems
 - Allergies
 - Last Oral Intake
- You may need to scroll down to see the fields
- **Tap** the desired box to enter data
- **Tap None** above a text box to quickly indicate that the patient was asked and has no medical concerns of that type. Leaving a field blank indicates that the information is unknown

Swipe left to continue.

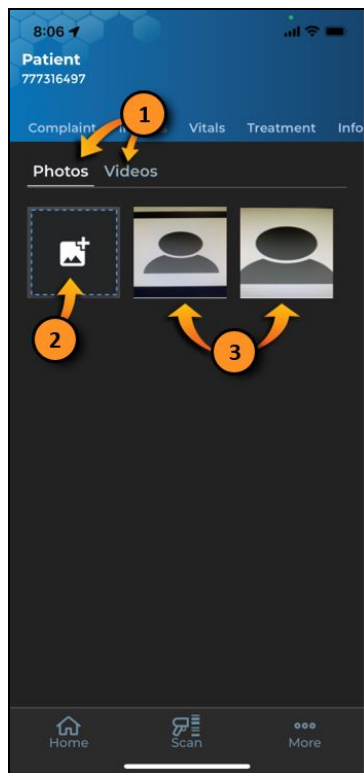


Figure 4-16: Camera panel

Camera panel:

In this panel you will find options to add photos and video to the patient's record.

1. **Tap** the **Photo** or **Video** tab for the type of media you wish to add
2. **Tap** this icon to launch the device's camera in photo or video mode respectively.
3. As photos and videos are added, they will display in this section. under for each tab :
 - **Photo**: photos must be saved one at a time. **Tap** an existing photo to open **Image Viewer** which allows you to review and remove photos.
 - **Video**: videos can be up to 60 seconds in length. Videos take a large amount of space on the device and require more time to sync. Multiple video clips and photos per patient are allowed. While in the video tab, **Tap** and hold to delete. **Tap** once to review it

Swipe left to continue.

8:07

Patient
777316497

Medical History Camera **Transport** Other

Transport Destination ▼

Jurisdiction/Unit ▼

Departure Time Time ⌚

Arrival Time Time ⌚

Decline Transport

Home Scan More

Figure 4-17: Transport panel

Transport panel:

- *Tap* each field to enter or select the applicable information regarding the patient's transport

Swipe left to continue.

8:07

Patient
777316497

Medical History Camera Transport **Other**

Route Administered ▼

Site Administered ▼

Lot Number

Vaccine Manufacturer ▼

Date of Administrati... Time ⌚

Home Scan More

Figure 4-18: Other panel

Other panel:

- Additional information can be entered in the **Other** panel. *Tap* each field to enter data.

Swipe left to continue.

8:07

Patient
777316497

Medical History Camera Transport Other

Route Administered

Site Administered

Lot Number

Vaccine Manufacturer

Date of Administration Time

Save Patient?

Continue with this Patient

Enter a new Patient

Return to the main screen

Cancel

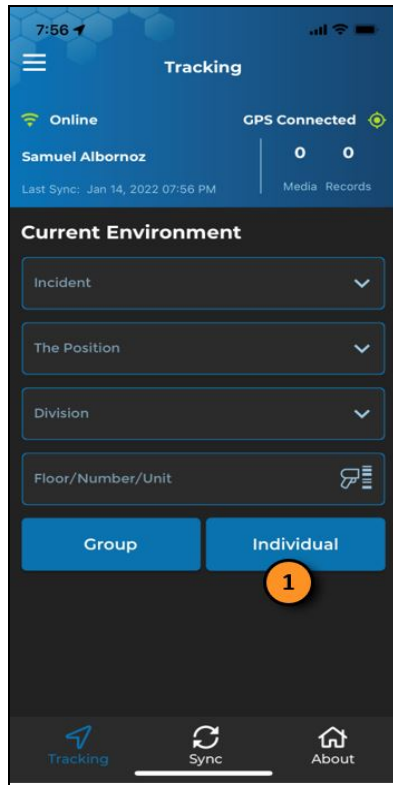
Using the **Save Patient? Prompt**, as shown in Figure 4-19

- **Continue with this Patient:** this option will take you back to the status panel as shown in Figure 4-8; which is the first panel of the patient's record. You will be able to review and edit the all the patient's records.
- **Enter a new Patient:** this option will take you back to the **Scan Individual** screen as shown in Figure 4-22 where you can scan or enter a new patient id to create a new record or recall an existing one.
- **Return to the main screen:** Tap this option to return to the main Patient Tracking screen as shown in Chapter 4



Note: It is not necessary to complete every panel for a patient record in order to save a patient's information.

4 - 1.4 Recalling a Previously Entered Patient Record



Go to the Main Patient Tracking screen and *tap individual*

Figure 4-20: Main Patient Tracking Screen

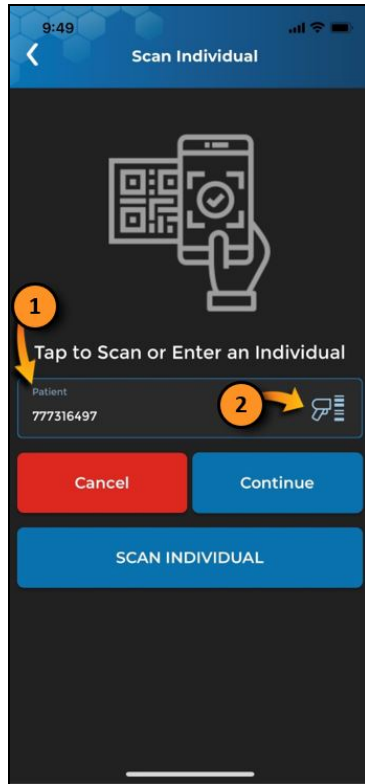


Figure 4-21: Patient ID

1. Manually *type* the patient ID
2. or
3. Simply *scan* the barcode of a patient record.

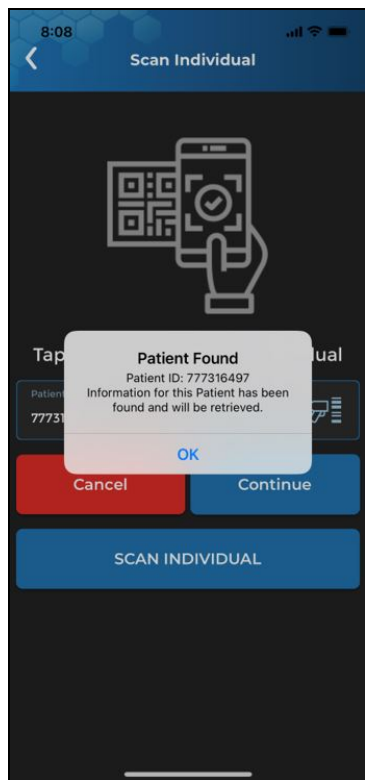


Figure 4-22: Patient ID

If the Patient ID was found on the HC Standard® server, a message will appear indicating so. *Tap OK* to retrieve the patient's record.

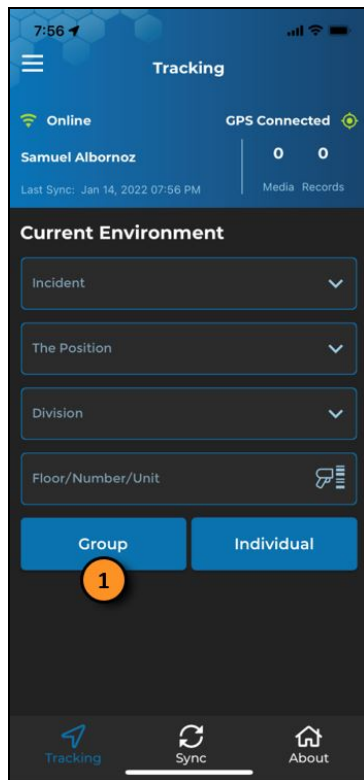
Chapter 5 - Working with Groups

5 - 1: Working with Groups of Patients

Triaging a group of patients is simple with **HC Standard® Patient Tracking**.

Group triage is used when all patients being entered into the device have common information. Below are a few examples of scenarios where group triage would be most effective:

- All patients are being transported to the same hospital.
- All patients sustained the same injury.
- All patients have the same symptoms.



1. Tap on the **Group** button on the Main Screen, as shown in Figure 5-1.

Figure 5-1: Triage Patients

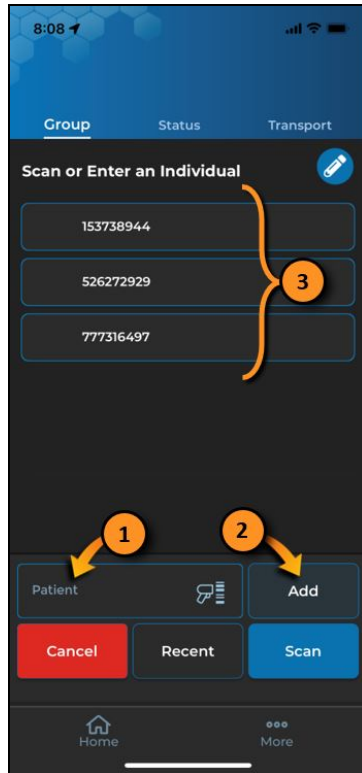


Figure 5-2:

Build the Patient list, as shown in Chapter 5:

1. *Manually type* the Patient ID and *tap* the **Add** button to add the ID to the Patients List.
OR
2. *Scan* each Patient ID in succession to add each patient to the Patients List.
3. As patients are added, they will display on this list

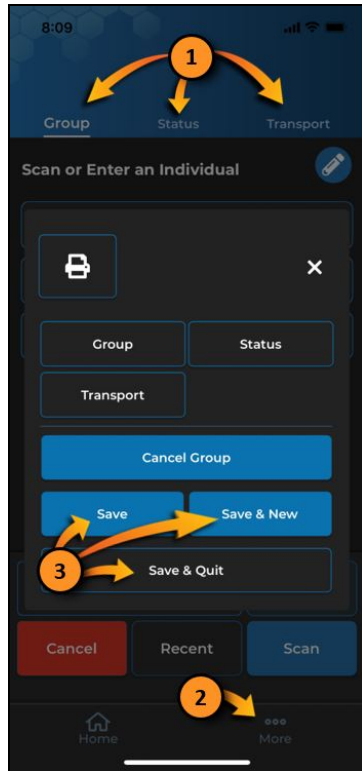


Figure 5-3: Saving Group Entries

1. Once all the patients are entered into the list, *swipe* or *tap* the tab to enter information for the group. This is performed in the same manner as an **Individual** patient.
2. When the user is done entering information for the group of patients, *tap* the **More** button and **Save**.
3. Click the applicable **Save** button

5 - 2: Group Triage Options

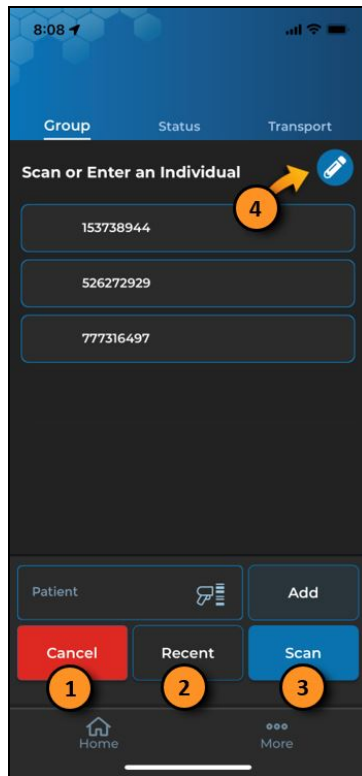


Figure 5-4: Group Triage Options

Group Triage options include, as shown in Chapter 5:

1. **Cancel** – Tap this button to exit Group Triage and return to the main screen.
2. **Recent** – Allows the user to retrieve a recent group list entered on the device. Allows the user to access recently saved groups
3. **Scan** – Allows the user to scan a Patient ID.
4. Tap this icon to edit remove one or all of the patients on the list displayed.

Chapter 6 - Settings

6 - 1: Application Settings

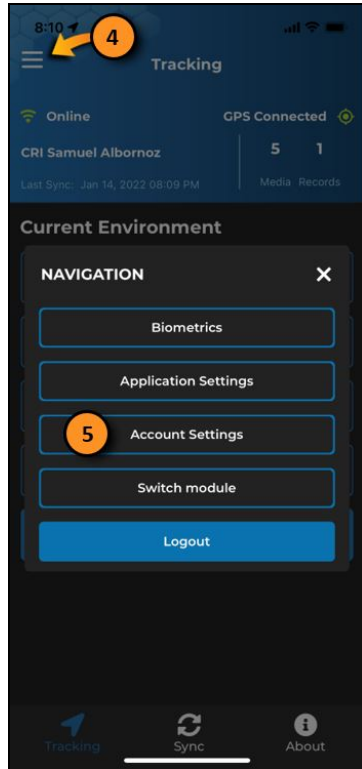


Figure 6-1: Settings

To make the **HC Mobile App** work according to the user's preferences, access the **Application Settings** menu within the app (steps below):

HC Mobile Settings from the **Settings** menu within the application it self, as shown in Chapter 6:

1. Launch the **HC Mobile App**
2. *Log in*
3. Select any module
4. *Tap* the **Main Menu** icon in the top left corner
5. *Tap* **Application Settings**

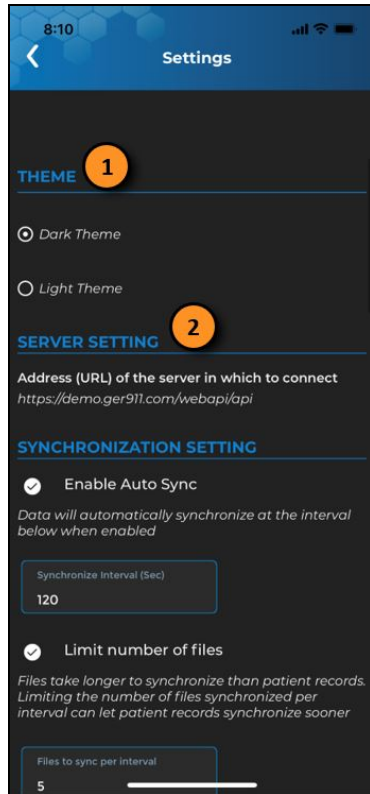


Figure 6-2: Settings

Application Settings (continued):

1. **Theme:** toggle between **Dark** and **Light** mode to change the app's skin**Server Settings.**
2. **Server Settings:** Informational only. This shows the URL of the server in which to connect.

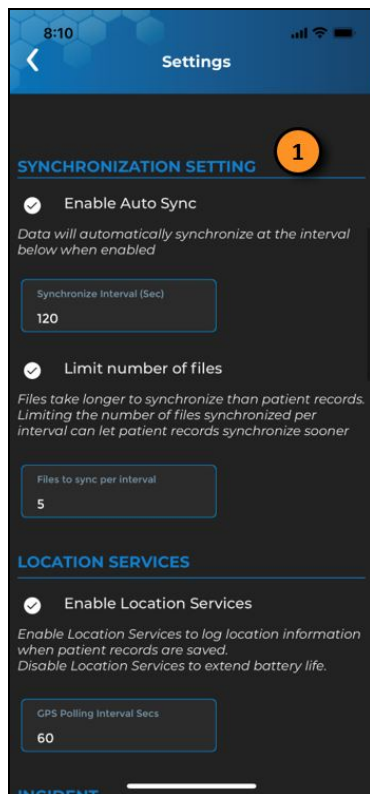


Figure 6-3: Settings

Application Settings (continued):

1. **Synchronization Setting:** A higher synchronization interval will increase the delay that **HC Mobile™** automatically synchronizes in the background. A shorter interval will shorten the automatic synchronization but will have a higher impact on device battery.

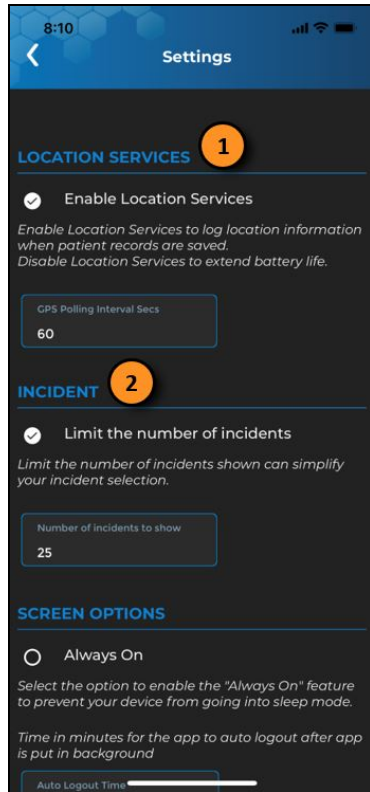


Figure 6-4: Settings

Application Settings (continued):

1. **Location Services** : Enable Location Services to log location information when patient records are saved. Disable Location Services to extend battery life.
2. **Incident** : Limit the number of incidents shown can simplify your incident selection.

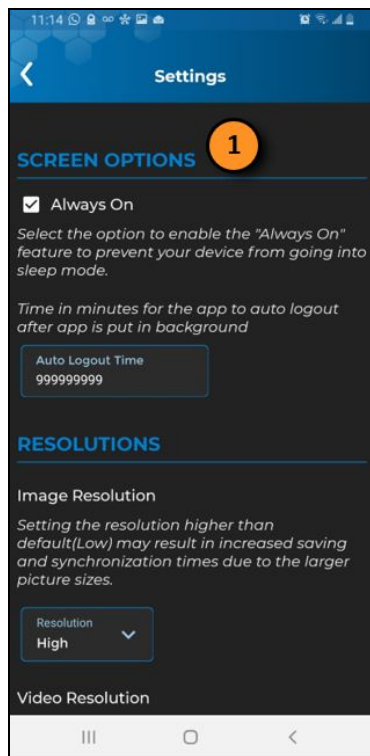


Figure 6-5: Settings

Application Settings (continued):

1. **Screen Options**: Select the option to enable the **Always On** feature to prevent your device from going into sleep mode. The **Auto Logout Time** is the time in minutes the app will take to auto logout after the app is put in the background.

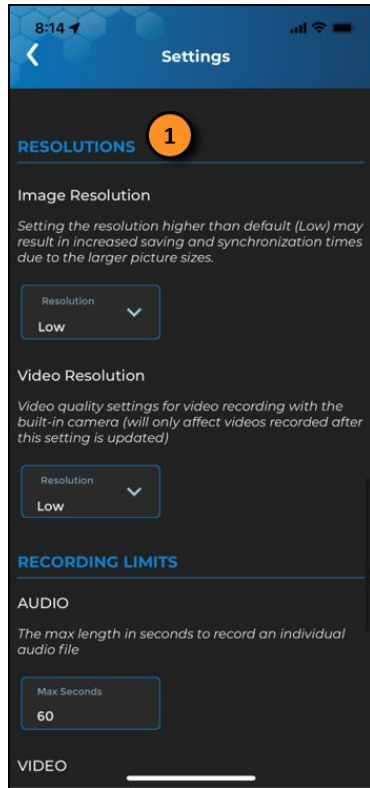


Figure 6-6: Settings

Application Settings (continued):

1. Resolutions:

- **Image Resolutions**: Setting the resolution higher than default (Low) may result in increased saving and synchronization times due to the larger picture sizes.
- **Video Resolution**: Video quality settings for video recording with the built-in camera (will only affect videos recorded after these settings are updated)

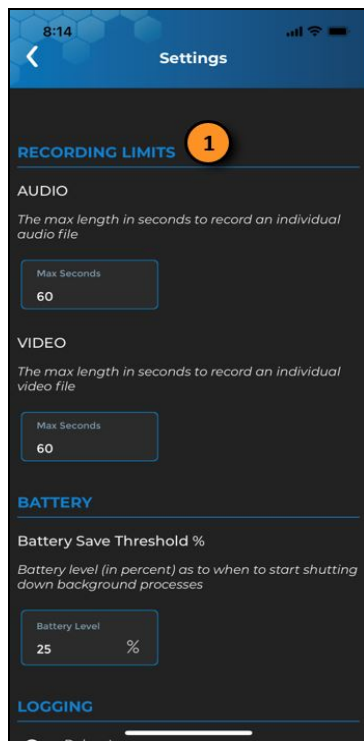


Figure 6-7: Settings

Application Settings (continued):

1. Recording Limit:

- **Audio**: The max length in seconds to record an individual audio file
- **Video**: The max length in seconds to record an individual video file

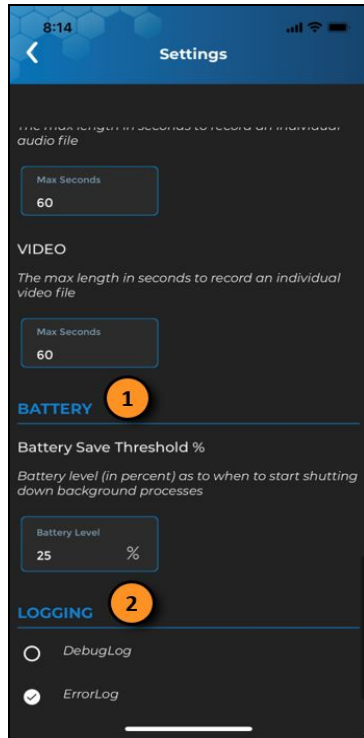


Figure 6-8: Settings

Application Settings (continued):

1. **Battery:** Battery level (in percent) as to when to start shutting down background processes
2. **Logging:** enable the logging of debug and errors.