Capstone Meeting Notes - 9/17/2014

1. The Map
    1.1. The map should be a visual representation of the area on which the event is taking place.

    1.2. Each Team should be distinguishable from one another at a glance. Some of the important distinctions to make are:
        1.2.1. What level of training do they have? (First responder vs. Basic first aid)
        1.2.2. Are they carrying any equipment that the other teams are not? (Only one team is assumed to carry epinephrine, for example)
            1.2.2.1. wheelchair
            1.2.2.2. stretcher (equipped)
            1.2.2.3. stretcher (not equipped)
            1.2.2.4. normal cart
            1.2.2.5. modified cart(lay down patient)

        1.2.3. The icons for the team should have a very visually apparent way to determine their status. The status about which we're concerned are to be:
            1.2.3.1. On Break/Lunch
            1.2.3.2. Busy (in the progress of doing an intervention)
            1.2.3.3. Available to be dispatched
            1.2.3.4. In direction to an intervention
            1.2.3.5. Part of the dispatch team (Optional)

    1.3. The map should feature drag and drop capabilities to allow the dispatcher to easily represent the locations of his teams on the map at any given moment.

    1.4. Notes can be added and removed from the map.

    1.5. When a team is moving towards a certain area, we should be able to see their current location on the map.

2. Main program
    2.1. Everything should be timed using a chronometer, the divisions that were said to be important were:
        2.1.1. Time to destination ("Response Time")
        2.1.2. Time at scene
        2.1.3. An alarm or some other type of alert should be played if either of the above two times surpass a certain threshold (5 minutes for 2.1.1 and 10 minutes for 2.1.2 were discussed but more than likely subject to change). In the

event that an alarm is triggered, there should be a notification for a follow-up call

2.2. The program should, at no point, force the user to remain in any window. Tabs/windows should be able to be paged, minimized or closed at any time to allow for another to open or for the map to return to the forefront.

2.3. It is very important that no information is lost in the paper - to - digital conversion, all fields covered in the paper document should have an equivalent in the program.

2.4. Documents should be able to draw information from the other windows or pages that the user has already filled out. In other words there should be a high-measure of auto-fill to reduce the amount of redundant information the user has to enter.

2.5. Upon opening the program, the user should be asked some relevant information about themselves, including their name, shift times, and they will be asked for which map they would like to use for this session.

2.6. There should be a drop down menu for each option when filling out a form.

2.7. If the program were to crash, data about the teams and interventions can be transferred to another machine.

2.8. Backup should be done on an already in place hardware.

2.9. The program should allow incomplete form to be saved and let the user come back to it at a later time.

3. Statistics

3.1. The program should be able to provide statistics on a shift-by-shift basis as well as for the event as a whole.(~12h events/10d+ events) The information that needs to be provided include, but are not limited to, the following:

3.1.1. Response time
3.1.2. On-scene time
3.1.3. Equipment/Backup requested
3.1.4. Time it took backup to arrive
3.1.5. Parameters of the intervention
3.1.6. Responding team member’s names

3.2. Reporting should be manual. All information is to be reviewed before being submitted to the administration

3.3. It would be ideal for there to be some way to print the report but this requires hardware support and is more reliant on hardware constraints. (Optional)