EMTrack®
End User Training

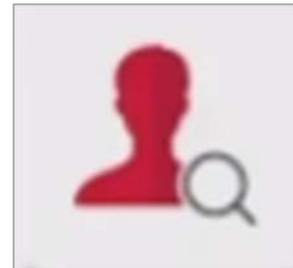# Mobile

To download the EMTrack Mobile app for your iOS or Android device

iOS

1. On your phone, open the **App Store**.
2. Search for **EMTrack** and in the results, locate **EMTrack Mobile**.
3. Tap **GET**.

Android

1. On your phone, open the Play Store.
2. Search for **EMTrack** and in the results, locate **EMTrack Mobile**.
3. Tap the EMTrack Mobile frame.
4. Tap **Install**
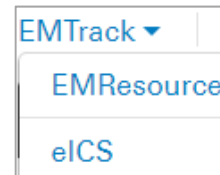
Web

To log in to EMTrack through the Internet

1. Through your internet browser, go to:
   https://emtrack.juvare.com
   The Log In page opens.

2. Enter the temporary **Username** and **Password** provided by your instructor, and click **Log In**.

   Note: After this training, the Username and Password will be reset.

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JUVARE

EMResource / eICS

Users that have access to EMTrack, EMResource, and eICS are able to navigate back and forth between the applications using the application switcher located on the upper right.
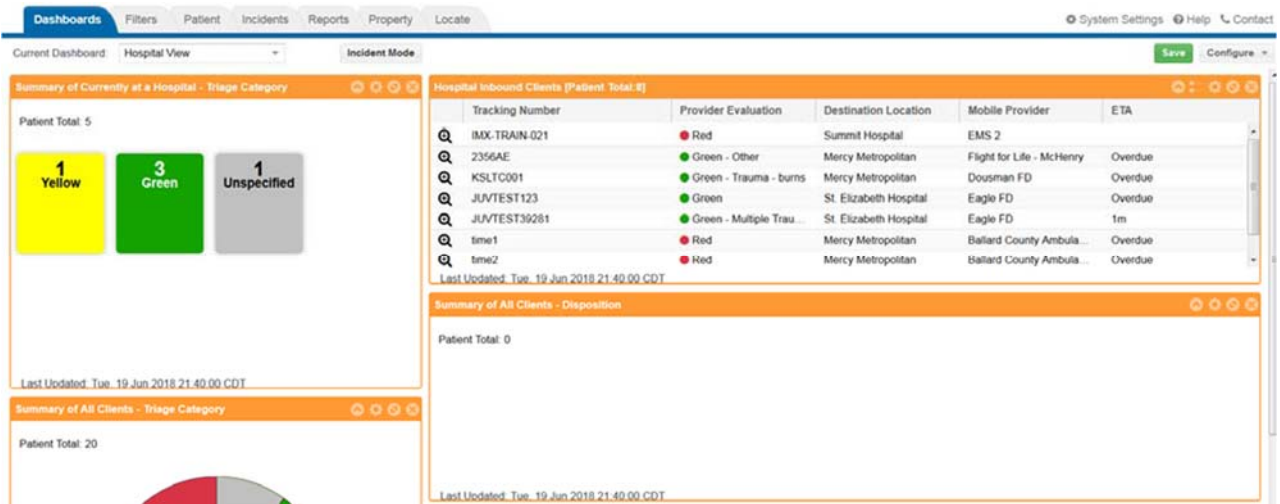
EMTrack ▾

EMResource

eICS

- In EMTrack, click the app switcher and select EMResource/eICS.
- In EMResource/eICS, click the app switcher and select EMTrack.

Dashboards and Filters

Dashboards are made up of gadgets that provide patient lists, incident information, and patient summaries that can be region-wide or incident-specific according to the users' access rights.

To explore the dashboard

1. On the *Dashboard*, in the **Current Dashboard** list, click **Hospital View**.

2. Click **Incident Mode**. In the list that appears, click **3.0 MCI Event**. Gadgets with orange frames represent region-wide data and gadgets with blue frames contain facility-specific data.
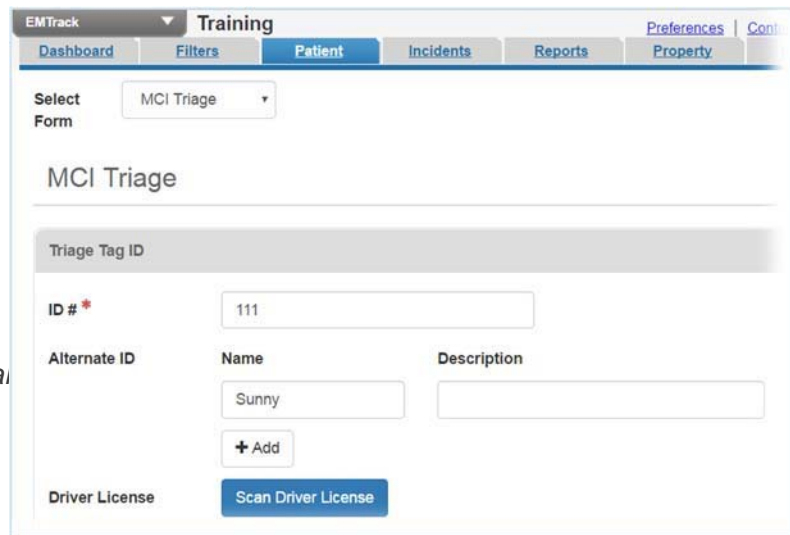
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Incidents

Incidents are used to group patients, sites (such as destination facilities) and participants (such as mobile providers) that are associated with an event to help you quickly locate all the information you need.

Entering Patients

Once patients have been entered into EMTrack, authorized users are able to add information such as demographics, treatment actions, patient condition, property, and relatives. EMTrack Mobile provides a quick and easy way to enter patients on an Android or iOS device.

To enter patient data using the web application

1. From any page, click the **Patient** tab. Select the *MCI Triage* form from the list.
2. Enter a **Name** and select a **Triage Category**.
3. For **Incident Involvement**, select **3.0 MCI Event**.
4. Select a **Current Location**, and then for **Destination Location**, select either *St. Elizabeth Hospital* or *Summit Hospital.*
5. Enter other information as necessary, and at the bottom, click **Save**.

Enter a patient using the mobile app

1. Follow the instructions on Page 1 to install the EMTrack mobile application on your device
2. Log in to the EMTrack mobile application using your temporary account
3. Confirm that the division listed at the top is "Training", "Summit Hospital", or "St. Elizabeth Hospital"
4. Select the Triage form
5. Enter all required fields
6. Click **UPLOAD** at the bottom of the form
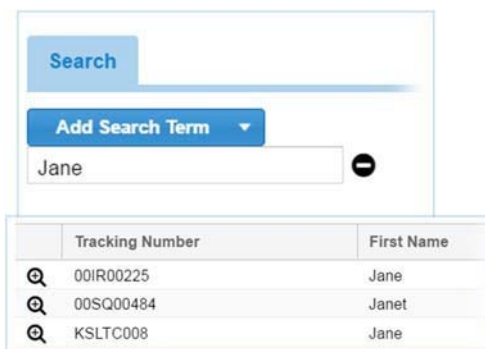7. Make sure that there are no errors and that the patient was uploaded

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Search

EMTrack provides comprehensive search functionality to help you find the information you need quickly.

To search for a patient

1. Click the **Locate** tab. The *Search* page opens.

2. Click **Add Search Term** and in the list, select a parameter (such as First Name) on which to search. The search term field appears.

3. Enter the search term value for the patient you created.

4. Click **Search**. Results with that value appear.

5. Locate your patient, and on that row click the *View* icon 🔍.

Working with Patients

To View, Receive, Discharge, Transport, Edit/Update Patients, and Reporting

1. On the *Summary of All Clients…* gadget, click a section of the pie chart. A window opens with data about the patients in that category.

2. On a patient row, click the *View* icon 🔍. The *Detailed Patient Information* window opens.

3. Click through the **Receive**, **Transport**, and **Discharge** buttons.

4. Click **More** and then click through the different **Action** and **View** options.

5. Click **Edit** and on the window asking if you want to leave, click **Leave**. The *Patient* page opens with the *Demographics* tab selected.

6. On the upper right, click **DL/ID Reader**. A window opens waiting for the scanned data. If you have a scanner, you can scan an ID. Otherwise, click **Cancel**.

7. Navigate through the other tabs (such as **Relatives**, **Property**, and **Images**).

8. Use the mobile application to **Receive** and **Discharge** a patient.

9. Run a **Patient Detail** and a **Custom** report on a patient.

Please complete the Juvare Training Evaluation Survey: https://learning.juvare.com

Thank you for participating in today's training!