ImageTrend Elite ePCR

The purpose of this document is to introduce the ImageTrend Elite ePCR solution to services in the State of New Jersey and help prepare agency administrators for onboarding. Included in this document are sections explaining resources available within ImageTrend University (including webinar training), a checklist that will help track configuration items when rolling out your agency, and contact information for ImageTrend.

System Requirements

System requirements for ImageTrend Elite can be found here:
http://www.imagetrend.com/resources-system-requirements/

Supported Web Browsers

- On iPad/iOS – Safari only
- All other software/OS platforms:
  - Chrome, Chrome Mobile, Safari, or Firefox browsers
  - Microsoft Edge (25.10586.0.0 or higher), Microsoft Edge HTML (13.10586 and higher)
  - IE 10 or greater

Elite Access – Username/Password

The New Jersey State Elite site URL: https://imagetrendelite.com/Elite/OrganizationNewJersey/
If your agency currently uses the New Jersey EMS Bridge site *(www.newjersey.emsbridge.com)*, all usernames and passwords will have migrated over. If you have not logged into the EMS Bridge site previously, you will need to contact the ImageTrend Support. *(see pg. 5)*

The Elite Field URL: https://imagetrendelite.com/Elite/OrganizationNewJersey/RunForm/Login
Elite Field is the offline data collection solution that uses your web browser, yet does not require a constant internet connection. The first time a computer/tablet accesses Elite Field, it must have an internet connection, thereafter the internet connection is only needed to sync the device, and post incidents. Usernames and passwords for Elite and Elite Field are identical.

Deadline

January 1, 2017 is the deadline to be reporting NEMSIS 3 compliant data. Elite is NEMSIS 3 compliant.

Webinar/Training Resources   *Your Best Resource!!!*

Webinar and text resources for ImageTrend Elite can be found within ImageTrend University (*Community >> Help/University*). Webinars can be found by clicking the icon 🍄 located along the top of the *Contents* menu. Once a webinar recording has been opened, links to companion documentation can be found beneath the webinar media player. The following is a list of webinars available at this time:

Agency Admins

- Managing Users
- Incident Management
- EKG Setup and Configuration
- Incident Entry on Elite / & Elite Field
- Form Manager
- Power Tools and Visibility Rules
- Print Report Manager
- Worksheets
- Report Writer
- Service Level Validation *Coming Soon!*
- *More to be added*

Crews/Providers
- Elite Field
- Incident Entry on Elite
- Incident Entry on Elite & Elite Field

More webinars are being added to ImageTrend University as time goes on. Live interactive webinars are also being offered for ImageTrend Elite at no cost. Scheduling and registration links can be found at:
http://www.imagetrend.com/resources-webinars/imagetrend-elite-free-training-webinars/

ImageTrend Elite Upgrade Checklist – Agency Admin

The following is a bulleted checklist designed to help EMS Service Admins track configuration items available within ImageTrend Elite. This checklist is especially useful for agency transition planning in addition to general feature awareness. Please keep in mind that help resources about these features can be found in ImageTrend University (*Community>>Help/University*):

☐ Features you currently use in State Bridge
    ☐ Hospital Dashboard (now referred to as Elite Viewer)
    ☐ QA/QI Module *(Coming Soon in March 2016)*
    ☐ Inventory Module *(Coming Soon in Elite)*
    ☐ Checklist Module *(Coming Soon in Elite)*
    ☐ Training/Activities *(Coming Soon in Elite)*

- ☐ Review Migration Wizard Guide for Agency Administrators
    - ☐ Document can be found within *Community>>Help/University*
    - ☐ All agencies have already been migrated, but service admin may choose to re-migrate staff

- ☐ Community Tab
    - ☐ Help/University
    - ☐ Library
    - ☐ UserVoice
    - ☐ Support Suite
    - ☐ Blog
    - ☐ FAQ

- ☐ Incidents Tab
    - ☐ Create New EMS/Fire
        - Completing Incident Reports
    - ☐ Create New EMS/Fire from CAD
        - Importing CAD incidents
        - Viewing CAD Data
    - ☐ Elite Field Login
        - Dashboard
        - Online vs Offline Access (*Synchronize Resources*)
        - Creating and Posting New Incidents
    - ☐ Import EKG into Run Form
        - Setup information found at *Community>>Help/University*
        - Three connection options:
            - o Cable
            - o Bluetooth
            - o Cloud (Zoll and Physio only)
        - Supported Monitors:
            - o Zoll E, M, and X Series
            - o LIFEPAK 12, 15
            - o Phillips HeartStart MRx, FR3
        - Corresponding Configuration:
            - o *Agency>>Elite Field Configuration>>EKG Monitor*
    - ☐ Inbox Correspondence / QA-QI Notes
    - ☐ View Existing EMS (Incident List/Incident Management – tied to Incident Status)
        - Custom View:
            - o *More>>Select Columns*
        - Filters: Incident Status, Unit Notified Date
        - Bulk Actions
            - o Lock/Unlock
            - o Export
            - o Update Status
            - o Create Print Report
        - Agencies must define Incident Management Workflows for billing and/or QA

- ☐ Tools Tab
  - ☐ Form Manager
    - Create New Forms
      - o Updating Sections, Panels, and Form Fields
      - o Dataset Lookup
        - ▪ NEMSIS Elements
        - ▪ Supplemental Questions
      - o Setting Default Values
      - o Visibility Events (Sections, Panels, Fields and Values)
      - o Mileage/Times/Worksheets Tabs
    - Activate/Inactivate/Copy Forms
      - o Form List/Landing Page
  - ☐ Validation
    - Adding agency specific validation rules
    - Updating Added Validation Rules
  - ☐ Dynamic Power Tools
    - Add New
    - Dataset Lookup
  - ☐ Print Report Manager
    - Add New
    - Dataset Lookup
  - ☐ Worksheet Manager
    - Add New
    - Dataset Lookup
  - ☐ Report Writer
    - Custom Reports – Data Sets
    - Analytical Chart Reports
    - Data Mart

- ☐ Agency Tab
  - ☐ Agency Information
  - ☐ Users
    - Add Users
    - Manage Users
      - o Activate/Inactivate/Unlock Users
      - o User Agencies
  - ☐ Configuration
    - Agency Logo
    - Audit Tracking Reasons
    - Auto Number
    - Dashboard
    - Default Activity Time
    - Logins and Passwords
    - Repeat Patients

- ☐ Elite Field Configuration
    - General Settings
    - EKG Monitor
    - Device Authorization
- ☐ Data Exchange
    - Import/Export History
    - Exports initiated at:
        - *[Agency]>>Incidents>>View Existing EMS>>[Select Incidents]>>Bulk Actions>>Export*
- ☐ Resources Tab
    - ☐ Agency Locations
    - ☐ Areas of Operation
    - ☐ Facilities
    - ☐ Lab Equipment
    - ☐ Leave of Absence Reasons
    - ☐ Meds/Procs By Cert Level
    - ☐ Patient Records
    - ☐ Shifts
    - ☐ Signatures
    - ☐ Supplemental Questions
    - ☐ Supporting Agencies & Units
    - ☐ Medical Devices
    - ☐ Vehicles and Call Signs
    - ☐ Zones & Districts

Common Questions

Q: Will we need to re-create our run form?
A: Yes, you will need to recreate your run form. We would advise to copy the form the state has provided, and then make your modifications. The Form Manager Webinar video does go over how to copy a system template.

Q: Why are there so many new fields?
A: NEMSIS 3 compliant software have many new fields based on the new requirements set by NEMSIS.

Q: How can I get training for my agency?
A: As mentioned above, there are training webinars available at no cost. If you desire to purchase training for your agency, please contact Craig Gazzano, Account Executive, at 888-469-7789 for a quote.

Contacting ImageTrend

For questions about transitioning to Elite, or about the specific steps involved in the process, contact:
EDS Support
https://support.imagetrend.com   support@imagetrend.com   888-730-3255