

County of San Diego Emergency Medical Services Local Emergency Medical Services Information System (LEMSIS)

SANDIEGOCOUNTY.GOV

STEMI Patient Registry

STEMI Hospital Administrator or Staff User Manual



Patient Registry

- Patient Registry is a multi-disciplined registry system that collects and analyzes information on the incident, severity, causes and outcomes of trauma, stroke, cardiac, burn and more to evaluate factors and the health system's response.
- Patient Registry seamlessly integrates pre-hospital EMS incidents to the hospital and registry, ensuring patient centric data aggregation and allowing for quick and easy patient care data entry.
- The goal of the Patient Registry is to gather information more efficiently in order to better analyze treatment methods to reduce morbidity and mortality.



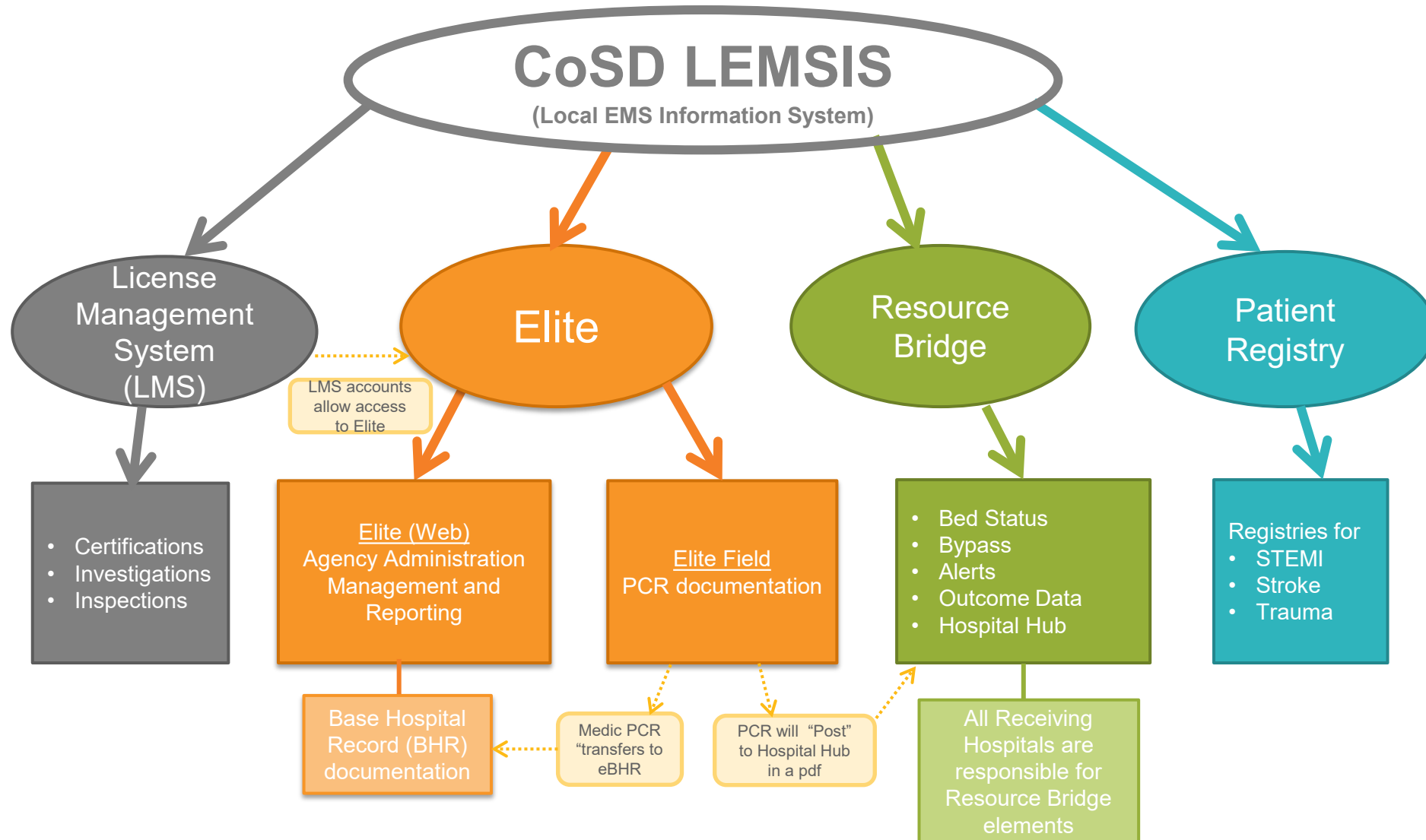
LEMSIS > Patient Registry Goals and Objectives

LEMSIS Patient Registry User will be....

- Familiar with the LEMSIS modules
- Able to understand the functions of Patient Registry
- Able to understand how to navigate through and enter data into Patient Registry for:
 - Configuring User Accounts
 - Entering Specialty Patient, Facility, Prehospital and Outcome Data
 - Linking LEMSIS Pre-hospital Agency Incidents with Patient Registry Records Where Applicable
 - Adding Specialty Staff
 - Viewing Reports



LEMSIS Overview

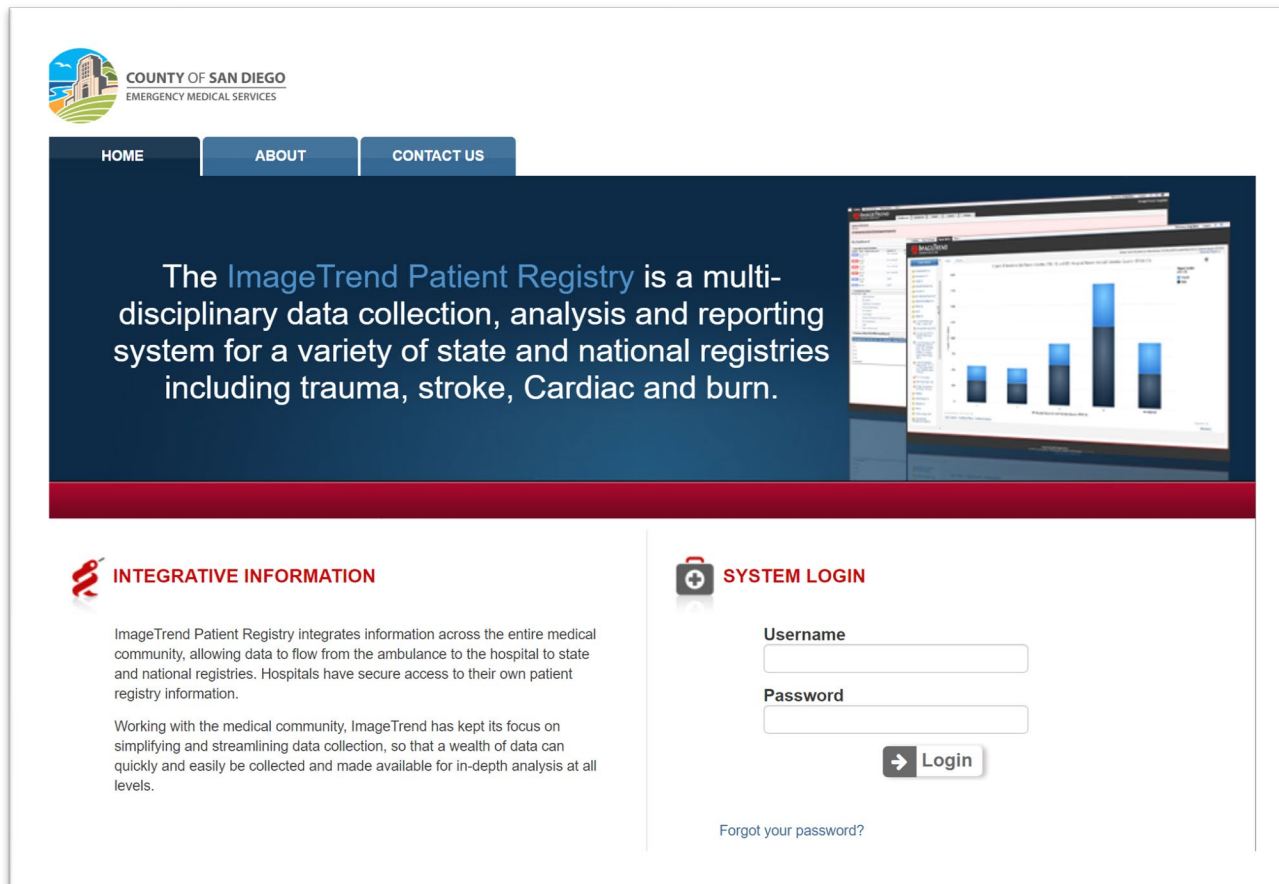


LEMSIS > Patient Registry>Login

Patient Registry > **Login**



LEMSIS > Patient Registry > Login



COUNTY OF SAN DIEGO
EMERGENCY MEDICAL SERVICES

HOME ABOUT CONTACT US

The **ImageTrend Patient Registry** is a multi-disciplinary data collection, analysis and reporting system for a variety of state and national registries including trauma, stroke, Cardiac and burn.

INTEGRATIVE INFORMATION

ImageTrend Patient Registry integrates information across the entire medical community, allowing data to flow from the ambulance to the hospital to state and national registries. Hospitals have secure access to their own patient registry information.

Working with the medical community, ImageTrend has kept its focus on simplifying and streamlining data collection, so that a wealth of data can quickly and easily be collected and made available for in-depth analysis at all levels.

SYSTEM LOGIN

Username

Password

[Forgot your password?](#)

<https://cosd.imagetrendregistry.com/>

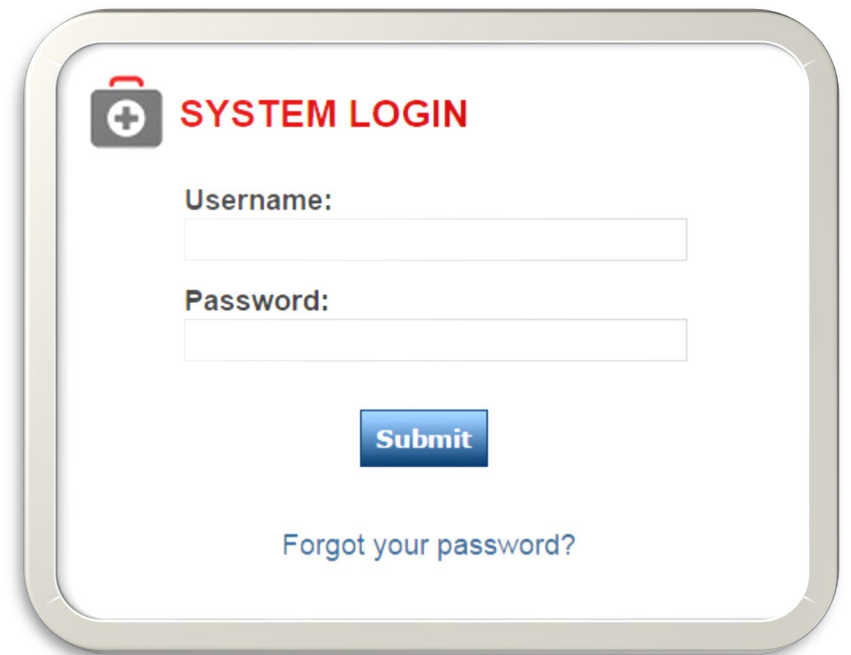
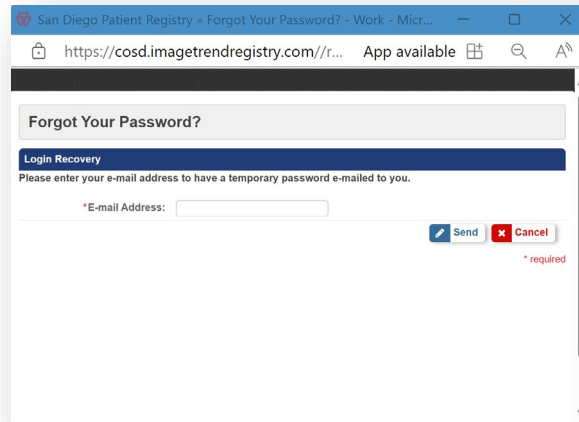
Login screen

- Username
- Password
- Prompted to change password on first login



Log-In

- Username = 1st letter of first name and full last name (ex. Jane Doe = jdoe)
- Initial Temporary Password = ***will be emailed to you***
- Unable to Log-In? Click on “Forgot your password?” under Submit button
- Enter your e-mail address (work e-mail). Await link to reset password



LEMSIS > Patient Registry

Patient Registry > Landing Page > *Privacy Agreement*

I agree to the following Data Privacy Statement.

Yes No

PLEASE READ THIS PRIVACY STATEMENT CAREFULLY

By accessing this County application/system, you agree that:

- * System data is confidential and/or protected under the law.
 - * You are an authorized user.
 - * You will use the system only for business purposes.
- * System usage is logged and monitored for security purposes.



Patient Registry - STEMI

Five tabs across the top:

- Dashboard – landing page when logging in, can be personalized using widgets
- Incidents – data entry for cases completed here
- Report Writer – create or view custom reports for Specialty Data
- Community – access Help pages here
- Tools:
 - Staff – hospital staff (Drs, RNs, etc.) added here, and will be available to add to a case
 - Users – where users of Patient Registry for your hospital are added

The screenshot shows the Patient Registry - STEMI dashboard. At the top, there is a navigation bar with the following tabs: Dashboard, Incidents, Report Writer, Community, and Tools. The user is logged in as 'STEMI Test HospitalAdmin' and the system is identified as '*ImageTrend/CoSD Demo Hospital'. A search bar is located on the right side of the navigation bar.

The main content area is titled 'My Dashboard' and contains several widgets:

- Recently Viewed Incidents:** A table with columns: Validity, Date, Medical Record Number, Registry #, Patient, Type, Status. The table is currently empty, showing 'None'.
- Quick Links:** A section for adding custom links. It contains a table with columns: Link, Actions. The table is empty, showing 'No Custom Links Added' and an 'Add Link' button.
- Clock:** A widget displaying the current date and time: Friday, August 2nd, 2024, 10:32:57 AM.
- Support Contacts:** A widget displaying contact information for an 'Epidemiologist II': Sanaa Abedin, Phone: 6195308669, Email: Sanaa.Abedin@sdcounty.ca.gov.
- Sticky Note:** A yellow sticky note with the text: 'CoSD EMS LEMSIS Patient Registry - STEMI'.

Dashboard Tab: Setup

The dashboard consists of widgets that can be turned on and off using the Display Preferences at the top right of the screen (be sure to click **Save** after making changes).

- Each user sets up their individual dashboard
- Available widgets change based on your permission group

The screenshot shows the 'PATIENT REGISTRY' dashboard. The top navigation bar includes 'Dashboard', 'Incidents', 'Report Writer', 'Community', and 'Tools'. The user is logged in as 'STEMI Test HospitalAdmin'. The 'My Dashboard' section contains several widgets: 'Recently Viewed Incidents' (empty table), 'Quick Links' (with 'Add Incident' and 'Add Link' buttons), 'Recently Created Incidents' (empty table), 'Clock', 'Support Contacts' (listing Sanaa Abedin), and 'Sticky Note' (with text 'CoSD EMS LEMSIS Patient Registry - STEMI'). A 'Display Preferences' menu is open on the right, listing various reports and widgets with checkboxes. The 'Save' button in the menu is highlighted with a yellow box and an arrow pointing to it from the text above.

My Dashboard Display Preferences Save

Validity	Date	Medical Record Number	Registry #	Patient	Type	Status
None						

Quick Links

Link	Actions
Add Incident	
No Custom Links Added	
Add Link	

Recently Created Incidents

Validity	Date	Medical Record Number	Registry #	Patient	Type	Status
None						

Support Contacts

- Epidemiologist II**
Sanaa Abedin
Phone: 6195308669
Email: Sanaa.Abedin@sdcounties.org

Display Preferences

- Report - STEMI Door to First Device Time for EMS and Walk-In Arrivals
- Report 2
- Report 3
- Report 4
- Report 5
- Report 6
- Clock
- Quick Links
- Recently Created Incidents
- Recently Viewed Incidents
- Sticky Note
- Support Contacts

Sticky Note

CoSD EMS LEMSIS
Patient Registry - STEMI

LEMSIS > Patient Registry

Patient Registry > **Users** > Adding a New User



Users Tab: Overview

Add users who will be accessing patient registry for your hospital

The screenshot shows the top navigation bar of the PATIENT REGISTRY system. The 'Tools' dropdown menu is open, and the 'Users' option is highlighted with a yellow box. Other navigation options include Dashboard, Incidents, Report Writer, and Community. The user is logged in as STEMI Test HospitalAdmin.

The screenshot shows the 'Users' tab interface. It features a search bar, a table of users, and an 'Add User' button. The table contains two entries: 'Test' and 'Trauma'. The 'Add User' button is highlighted with a yellow box and an arrow pointing to it.

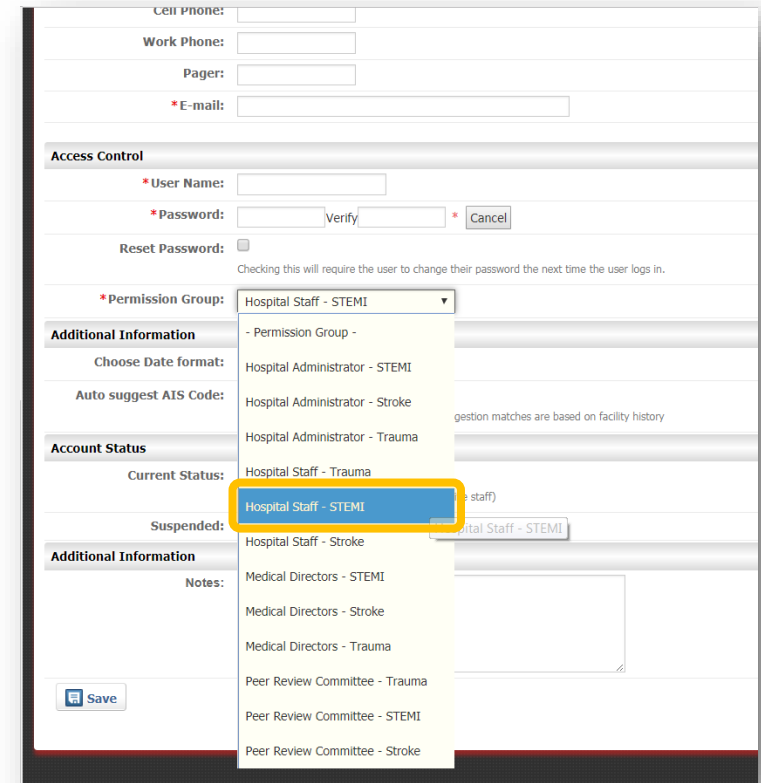
	First Name	Last Name [^]	Position	Address	Work Phone	Email
	Test	Login				asawyer@imagetrend.com
	Trauma	TestAdmin				ameliakenner@gmail.com

Click the “Add User” button to add a new staff member.

Users Tab: Adding a New User

Required Information for a New User:

- First Name
- Last Name
- E-mail
- Username – follow the format of First Initial and Last Name
- Password – must match the following criteria:
 - At least 8 characters
 - At least one special character (\$,#,@)
 - At least one capital letter
 - At least one number
- Permission Group (more specifics on permissions for each group on next slide):
 - Most users will be set to “Hospital Staff – STEMI”



The screenshot shows a web form for adding a new user. The form includes fields for Cell Phone, Work Phone, Pager, and E-mail. Below these is the Access Control section, which contains fields for *User Name, *Password (with a Verify field and a Cancel button), and a Reset Password checkbox. A dropdown menu for *Permission Group is open, showing options like Hospital Staff - STEMI, Hospital Administrator - STEMI, Hospital Administrator - Stroke, Hospital Administrator - Trauma, Hospital Staff - Trauma, Hospital Staff - Stroke, Medical Directors - STEMI, Medical Directors - Stroke, Medical Directors - Trauma, Peer Review Committee - Trauma, Peer Review Committee - STEMI, and Peer Review Committee - Stroke. The 'Hospital Staff - STEMI' option is highlighted with a yellow box. A Save button is visible at the bottom left of the form.

Tip for setting a user's password:

1. Enter a generic password, such as STEMI#1234
2. Click “Reset Password” box. This will require the user to set their own password the next time they log in.

Users Tab: Adding a New User

Available Permission Groups

Hospital Administrator

- Two per hospital
- Can add users, create incidents, add facility defined questions
- Access to Report Writer and Help

Hospital Staff

- No limit to users in this role
- Can add incidents and staff
- Can see users
- Access to Report Writer and Help

Medical Director

- Can see Incidents, Report Writer and Help

Peer Review Committee

- Can see Staff, Incidents, Inbox
- More to come on the functions with this role

The screenshot displays a web form for adding a new user. At the top, there are input fields for 'Cell phone:', 'Work Phone:', 'Pager:', and '*E-mail:'. Below these is the 'Access Control' section, which includes fields for '*User Name:', '*Password:' (with a 'Verify' field and a 'Cancel' button), and a 'Reset Password:' checkbox with a note: 'Checking this will require the user to change their password the next time the user logs in.' The '*Permission Group:' dropdown menu is open, showing a list of options: '- Permission Group -', 'Hospital Administrator - STEMI', 'Hospital Administrator - Stroke', 'Hospital Administrator - Trauma', 'Hospital Staff - Trauma', 'Hospital Staff - STEMI' (highlighted in blue), 'Hospital Staff - Stroke', 'Medical Directors - STEMI', 'Medical Directors - Stroke', 'Medical Directors - Trauma', 'Peer Review Committee - Trauma', 'Peer Review Committee - STEMI', and 'Peer Review Committee - Stroke'. A 'Save' button is visible at the bottom left of the form.

LEMSIS > Patient Registry

Patient Registry > Incident Tab > Adding a New Incident



Incident Tab: Overview

Everyone has access to the STEMI Incident View. You need to select it each time you log in. You can also build your own view.

Two ways to start a new incident.

The screenshot displays the STEMI Patient Registry interface. At the top, there is a navigation bar with tabs for Dashboard, Incidents, Report Writer, Community, and Tools. The Incidents tab is selected. On the right side of the navigation bar, there is a search bar and a user profile for STEMI Test HospitalAdmin. Below the navigation bar, there is a section for 'Default View' with a dropdown menu and an 'ADD' button. To the right of this section, there are two buttons: 'Add Incident' and 'Search'. Below this section, there is a search bar with 'GO', 'CLEAR', and 'ADVANCED SEARCH' buttons. To the right of the search bar, there are two dropdown menus for '- Status -' and '- Form Type -', along with 'GO' and 'CLEAR' buttons. The main content area is a table titled 'Default View' with the following columns: Val, Status, Name, Patient's Medical Record Number, Incident Date, Date Entered, User Entered, State Inclusion, Incident Number, NTDB Inclusion, and Form Type. The table contains six rows of incident data.

Val	Status	Name	Patient's Medical Record Number	Incident Date	Date Entered	User Entered	State Inclusion	Incident Number	NTDB Inclusion	Form Type
100 %	Completed			04/12/2017			No	DemoHospital-1704-053	No	
90 %	Completed		Test345	04/13/2017		ImageTrend Admin	No	DemoHospital-1704-054	No	
81 %	In Progress			04/13/2017		ImageTrend Admin	No	DemoHospital-1704-055	No	
81 %	In Progress			04/13/2017		ImageTrend Admin	No	DemoHospital-1704-056	No	
81 %	In Progress			04/14/2017			No	DemoHospital-1704-057	No	
81 %				04/14/2017		ImageTrend Admin	No	DemoHospital-1704-058	No	

Incident tab: Adding a new case with “Add Incident”


If you Click the “Add Incident” button

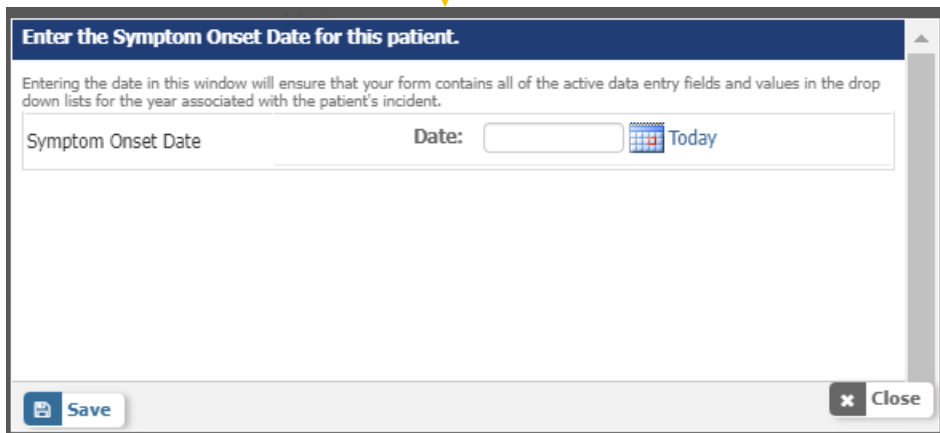


A box will open asking which form you will be using. Click the “CoSD EMS STEMI Form V2” (only option available).

A screen will open asking for the symptom onset date. Enter the date, then click Save. This will take you to the rest of the form.


A dialog box titled "Available Forms" with a table containing one row of data.



Type	Version	Description
 CoSD EMS STEMI Form V2	V2	

A dialog box titled "Enter the Symptom Onset Date for this patient." with a date input field and a "Today" button.

Enter the Symptom Onset Date for this patient.

Entering the date in this window will ensure that your form contains all of the active data entry fields and values in the drop down lists for the year associated with the patient's incident.

Symptom Onset Date Date:  Today

 Save  Close

Incident tab: Adding a new case with “Add Incident”

COSD EMS STEMI FORM V2:

PATIENT REGISTRY | Dashboard | Incidents | Report Writer | Community | Tools | Search | STEMI Test HospitalAdmin | *ImageTrend/CoSD Demo Hospital

STEMI Case Information | Outcome Information

► Edit Incident » CoSD EMS STEMI Form V2 » STEMI Case Information » DemoHospital-2408-015

CoSD EMS STEMI Registry #: DemoHospital-2408-015

PATIENT INFORMATION

Hospital Specific Tracking ID:

Patient's Last Name: *

Patient's First Name: *

Middle Initial:

Date of Birth: / / *

Age (at date of incident): *

Age Units: *

Gender: *-Select-

Race (select all that apply): *-Select-
White
Black or African American
American Indian or Alaska Native *

Ethnicity: *-Select-

Patient's Zip Code: *

Zip Code N/A:

Symptom Onset Date: 08/01/2024 * Symptom Onset Time: *
Symptom onset time estimated:
Symptom onset time not available:

MODE OF ARRIVAL

Reminder: if the patient was first seen at a doctor's office, urgent care, or another similar type of facility and then transferred to your facility, then **your facility is considered the first facility.**

Mode of Arrival To First Facility: *-Select- Interfacility Transfer to Your Facility?: *-Select-

YOUR FACILITY

Location of First Evaluation at: *-Select-

Save Save and Continue Mark As Completed

Incident tab: Adding a new case with “Search”

If you Click the “Search” button



A screen will open with different ways to search for a patient, including EMS Runs:

1. Click EMS Runs and many fields will open to help narrow down the search.
2. Enter any fields you would like to narrow down the results and click Search.

Currently:

- If your patient arrived by EMS and base hospital contact was made, you’ll see the BHR record.
- If your patient was also transported by an agency using LEMSIS, you’ll see the PCR (this includes BLS and ALS agencies using LEMSIS)

To Come:

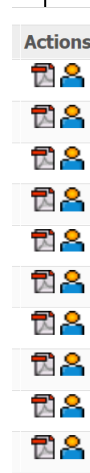
- EMS agencies using a different prehospital system will submit their data to CoSD EMS, and the records will be available to add to your STEMI incident.

Recommended to use this process when starting an incident for cases arriving by EMS.

Incident tab: Adding a new case with “Search”

If you Click the “Search” button, Continued

1. Find the matching EMS run (PCR), or Base Hospital Record (BHR), for your patient.
2. To view a PDF of the PCR/BHR, click the document icon under Actions (far right column).
3. To create an incident based on a PCR or BHR, click the icon of the person, in the Actions column.
4. A screen will open to confirm creating a new incident. Be sure to select the correct form type.
5. Information from the PCR/BHR will be added to your STEMI incident.



To insert a new Incident from EMS incident report that has the following values:

Patient Name: _____

Source: _____

Arrived Date: _____

Call Number: _____

Please choose the following options


Form: CoSD EMS STEMI Form V2

Incident Tab: Within the Form

COSD EMS STEMI FORM V2

Two pages within the form: STEMI Case Information and Outcome Information

1. STEMI Case Information:

- All case information (Demographics, Mode of Arrival, Facility, ECG, Medical, Procedures, Additional Information) is entered on this page
- Prehospital (Incident Number, Agency Name, & United Notified Date/Time required for all cases arriving by EMS)
 - The same process of starting an incident with the PCR/BHR can be completed from this section. Click “Search EMS Run”. 

2. Outcome Information:

- Additional information related to Outcomes for the patient are found here. Data entered here will feed back to the LEMSIS Elite program for prehospital providers to see.



Once all information has been entered, click “Mark as Complete” at the top right as a way to indicate all of the information is completed. The system will automatically send the Outcome data back to LEMSIS Elite when this happens.

LEMSIS > Patient Registry

Patient Registry > **Staff** > **Adding Staff**



Staff Tab: Overview

Optional: Add hospital staff

The screenshot shows the top navigation bar of the Patient Registry system. The 'Tools' menu is open, and the 'Staff' option is highlighted with a yellow box. Other menu items include Dashboard, Incidents, Report Writer, Community, and Users. The main content area shows a 'My Dashboard' section with a 'Recently Viewed Incidents' table and a 'Quick Links' section.

- Names of physicians, nurses, and any other staff can be added here.
- The names added to the Staff Tab will be available within the Incident Form.
- For example, if you would like to add the Cath Lab Team members within the incident, the names added here will be available to add to the form.

The screenshot shows the 'Staff Directory' page. A yellow box highlights the 'Add Staff' and 'Import Staff' buttons with the text: 'Click the “Add Staff” button to add a new staff member.' Another yellow box highlights the name 'Candy' in the staff list with the text: 'Click the Staff’s name to edit or add information to their profile.'

First Name	Last Name	Physician Number	Email	Work Phone	Position	NPI
		654987	amelia@testhospital.com	(555) 321-6549	Director of Emergency Department	
Craig	Rees	Test123	craig@testhospital.com	(555) 789-1234	Program Manager	
Candy	Test Doctor				Medical Director	

LEMSIS > Patient Registry

Patient Registry > **Report Writer Tab**



LEMSIS > Patient Registry > Report Writer

Report Writer

- Create and share reports from the data entered in Patient Registry
- Only shared reports will populate the menu options on the left side of the screen

The screenshot displays the 'Report Writer' interface within the 'Patient Registry' application. The top navigation bar includes 'Dashboard', 'Incidents', 'Report Writer', 'Community', and 'Tools'. The user is logged in as 'STEMI Test HospitalAdmin'. The main content area is titled 'Create a Report' and features four report creation options, each with a representative icon:

- Create a Transactional Report**
Cardiac: Cardiac
Data Mart: Cardiac DM, Facilities DM, Stroke DM, Trauma DM, Users DM
- Create a Group Report**
Cardiac: Cardiac
Stroke: Stroke
Trauma: Hospital Incidents
- Create an Analytical Tabular Report**
Incident: Hospital Analytical
- Create an Analytical Chart Report**
Incident: Hospital Analytical

The left sidebar contains a search bar and several report categories:

- My Reports**: None
- Shared Reports**: Cardiac (2), Shared by County EMS - STEMI (3), Test (4)
- ImageTrend Reports**: COVID-19 (22), Data Completeness (31), Incident Statistics (18), Pre-Review Questionnaire (31), Sample (4), Summary (7), Unassigned Folder (1), Users (4)
- Legend**: Transactional Report, Analytical Tabular Report, Analytical Chart Report, Group Report