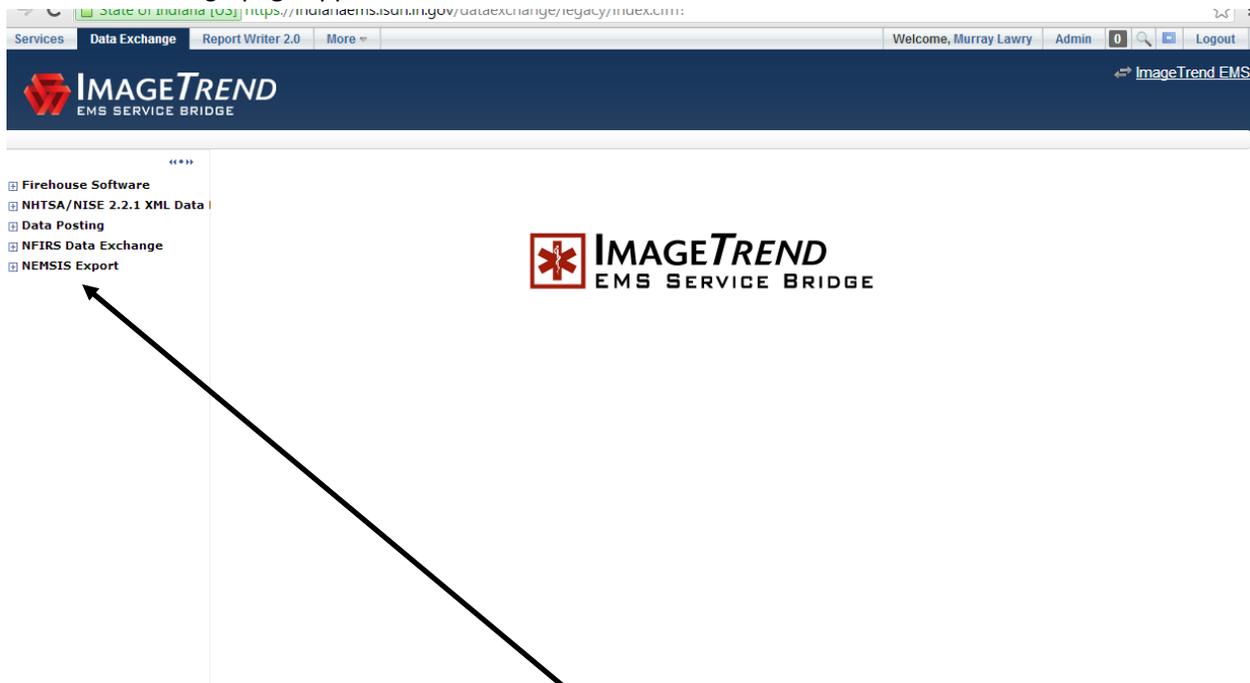


Sending Run Data Information from Image Trend To Another Organization Generating an XML file to Export to NEMESIS

Log into Image Trend.

1. From the upper left of the screen, click *Data Exchange*.

The *Data Exchange* page appears.



2. From the menu on the left side, click *NEMESIS Export*.

A sub-menu appears.

3. Click *Generate Events XML*.



The **NEMESIS Export** page appears.

On this page you must select what you want to export in your report.

The screenshot shows the 'NEMESIS Export' interface with several sections:

- Service:** A list of agencies including A & A Township VFD, Able Ambulance Inc, Aboite Township VFD, Acoel EMS, Adams County EMS, Adams Markleville Fire Protection, Adams Township Rescue (Rockville), Adams Township VFD (Greensburg), and Advance VFD.
- Exported:** A dropdown menu set to 'No'.
- Strictly NEMESIS Compliant:** A dropdown menu set to 'Yes'.
- Time Format:** Radio buttons for 'Time documented and appended ZULU indication' (selected), 'Time in ZULU based on agency time zone/DST', and 'Time documented with agency time zone/DST appended'.
- Strip Special Characters:** A dropdown menu set to 'No'.
- Incident #:** A text box with 'begins with'.
- Date Incident Reported:** Two text boxes for 'to' and 'from'.
- Incident State:** A dropdown menu set to 'All'.
- CMS Service Level:** A dropdown menu set to 'BLU'.
- Medication (E18.3) Options:** Radio buttons for 'Export Medication Name' (selected) and 'Export Medication Code'.
- Response Disposition:** A list of options including 'Treated, Transported by EMS (ALS)', 'Treated, Transported by EMS', 'Treated, Transported by EMS (BLS)', 'No Treatment Required', and 'Response Mode to Scene'.
- Lights and Sirens:** A list of options including 'Lights and Sirens', 'No Lights and Sirens', 'Initial Lights and Sirens, Downgraded to No Lights or Sirens', and 'Initial No Lights or Sirens, Upgraded to Lights and Sirens'.
- Destination Name:** A list of options including 'All', 'A Rosie Place', 'ADAMS HERITAGE', 'Adams Memorial Hospital', and 'ADAMS WOODCREST'.
- Response Request:** A list of options including '911 Response (Scene)', 'Flagdown/Walk-in Emergent', 'Flagdown/Walk-in Non-emergent', and 'Intersect'.
- Transport Mode From Scene:** A list of options including 'Lights and Sirens', 'No Lights or Sirens', 'Initial Lights and Sirens, Downgraded to No Lights or Sirens', and 'Initial No Lights or Sirens, Upgraded to Lights and Sirens'.
- Transporting Agency:** A list of options including 'A and A Township VFD (677)', 'Able Ambulance Inc (201)', 'Aboite Township VFD (303)', and 'Acoel EMS (1112)'.
- Search and Clear** buttons.
- Footnote:** '* To display all runs, leave all text boxes blank and click the Search button.' and 'Strictly NEMESIS Compliant = Yes will only return the calls that meet the NEMESIS compliant criteria requirements listed below that cannot have NULL values.'
- Criteria List:**
 1. D01_01 - EMS Agency Number
 2. D01_03 - EMS Agency State
 3. D01_04 - EMS Agency County
 4. D01_07 - Level of Service
 5. D01_08 - Organizational Type
 6. D01_09 - Organizational Status
 7. D02_07 - Agency Contact Zip Code
 8. E01_01 - Patient Care Report Number
 9. E01_02 - Software Creator
 10. E01_03 - Software Name

4. From the **Exported** drop down menu, select whether you want to include runs that have been previously exported. (If this will be the first time to export from Image Trend, select *Both*. After you transfer data the first time to an organization, select *No*)
5. From the **Strictly NEMESIS Compliant** drop down menu, select whether this file should be strictly NEMESIS compliant. (If your files aren't 100% NEMESIS Silver compliant, select *No*)
6. In the **Time Format** section, select the way in which you would like times to be recorded in this export file. (Unless the organization specifies, *leave Time documented and appended ZULU indication selected*)
7. From the **Strip Special Characters** drop down box, select whether any special characters (#,^,&,?,*, or others) should be removed from the information included in this export file. (It is **recommended** to select *Yes*)
8. Use the remaining fields to enter any additional criteria that run sheets must meet in order to be included in this export.
9. When finished, click **Search** at the bottom of the NEMESIS Export page.

A screen listing all run reports meeting your criteria appears.

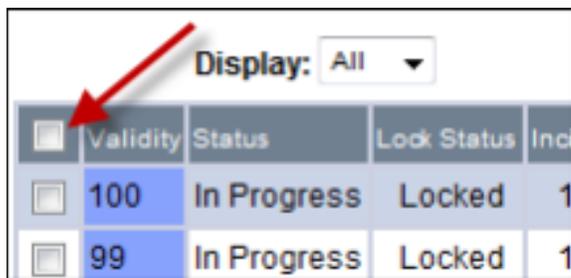
Hint- It is **recommended** to change the option in the **Display** drop down menu in the upper left of the screen to **All**. This will ensure that you have all the results that match your criteria.

The screenshot shows a data table with columns: Validity, Status, Lock Status, Incident Date, Response Description, Incident #, Call #, PCR #, Patient Name, DOB, SSN, Loaded Mileage, and Exported. The 'Display' dropdown is set to '15'. An arrow points to this dropdown from the text above. Below the table, there is a 'Validity Index' legend with color-coded boxes for ranges: 100-80 (blue), 79-60 (green), 59-40 (yellow), and 39-0 (red).

Validity	Status	Lock Status	Incident Date	Response Description	Incident #	Call #	PCR #	Patient Name	DOB	SSN	Loaded Mileage	Exported
100	In Progress	Locked	11/08/10	Treated, Transported by EMS (ALS)	4544	4544	1	Jennings, Helen	05/07/1934		0.00	<input type="checkbox"/>
99	In Progress	Locked	11/08/10	Treated, Transported by EMS (ALS)	2222	2222123	2	Doe, John	11/08/2005		0.00	<input type="checkbox"/>
100	Closed	Locked	11/10/10	Treated, Transported by EMS (ALS)	43443	43443	1	Cardia, Brad	03/03/1953	987651003	0.00	<input type="checkbox"/>
100	In Progress	Locked	11/22/10	Treated, Transported by EMS (ALS)	1211D	1211D	1	Dillard, Justin	03/12/2005	999999999	0.00	<input type="checkbox"/>
94	Completed	Locked	12/01/10	Treated, Transported by EMS (BLS)	5575456368	Test101201-0405	1	Smith, Peter	04/04/1923	897563456	0.00	<input type="checkbox"/>
0	In Progress	Locked	12/07/10	Treated, Transported by EMS (ALS)	12345	12345	1	Cardia, Brad	03/03/1953	987651003	0.00	<input type="checkbox"/>
0	In Progress	Locked	12/16/10	Treated, Transported by EMS (ALS)	akTransferTest001	TsJoeFranks	64	franks, joe	06/13/1975	123698745	0.00	<input type="checkbox"/>
0	Completed	Locked	01/01/11	Treated, Transported by EMS (ALS)	555	Test110101-0003	1	Doe, John	01/01/1900		0.00	<input type="checkbox"/>

10. To include all incidents listed into your export report, select the checkbox in the header row, just to the left of Validity.

NOTE: If you didn't select **Display All** earlier and you have multiple pages of incidents, all the incidents only on this page will be identified by selecting the box to the left of validity. You will then have to go page by page.



OR if you prefer

To select individual runs, select the checkbox(s) for each one to include.

11. Click **Export** in upper right side of the screen.

A **NEMIS Export** confirmation page appears with information about the pending export.



12. The top half of the box gives an overview of your pending export report.

The bottom half of the box provides additional options for your report.

For more information about a specific configuration option, hover your pointer over the question mark icon. It is recommended to leave the default of *no*.

13. Click **Continue**.

The Search Results page appears with the NEMESIS XML file you have generated.

The Search Results page appears with the XML file you have generated.

File Name	Records Exported	Date Created	User Created	Last Download Date	Last Downloaded By	Report	Delete
NemsisXML_110118-1558.xml	4	01/18/2011	Admin, Service	N/A			

14. To download the file, click the *Download* icon and use the dialog box to save or open the file.

15. To view the incidents included in this file, click the *Report* icon .

If you want to transfer the file- Click on the server icon with the Red Arrow of the file you want to export. A new box will open at the bottom of the left side of the screen. (Note- this is if you are using Google Chrome as your web browser. If you are using another web browser, like Fire Fox, the box will appear in a different spot on your screen).

Right click on this new box and select **Show in folder**.

You will then be prompted to select where you want to store the file.

Determine where you want to store the file and if you want to change the name of the file. Exit the program.

Go to the Service you want to transfer the file to. Follow their steps to transfer and when asked, follow the steps to where you saved the file to be exported.

If you just want to examine the file- Click on the Report icon to easily see what will be transferred in the file(s).

If you have additional questions, please contact Murray Lawry at mlawry@isdh.in.gov