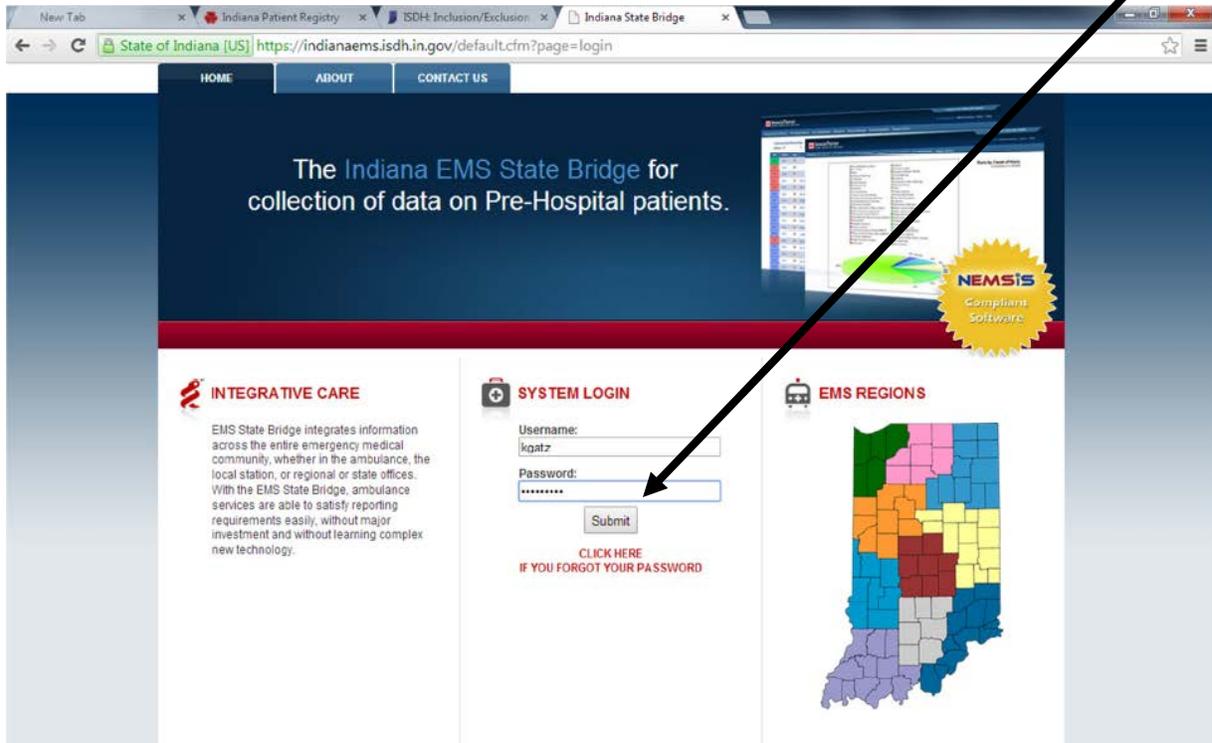


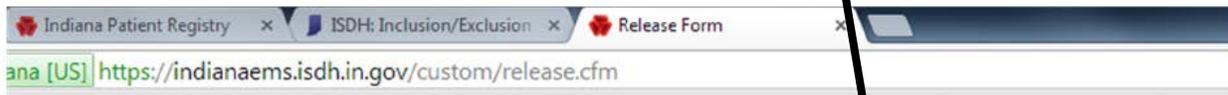
Start the process by using your software to create and save a copy of the file you want to transfer to Image Trend. The file must be in XML 2 format. Then;

Go to indianaems.isdh.in.gov

Log in using your Indiana EMS Database username and password and then click the “Submit” button.



Click the “Yes” button addressing the Data Privacy of the Indiana EMS Database.



I agree to the following Data Privacy Statement.

PLEASE READ THIS PRIVACY STATEMENT CAREFULLY

ImageTrend users, by accepting this Data Privacy Statement, you agree to keep the information contained within this site private and confidential. Any reporting or exporting of data must be done securely using industry standards and best practices for data privacy and adhering to all applicable federal and state data privacy requirements. It is the responsibility of the user to ensure that all applicable requirements are adhered to.

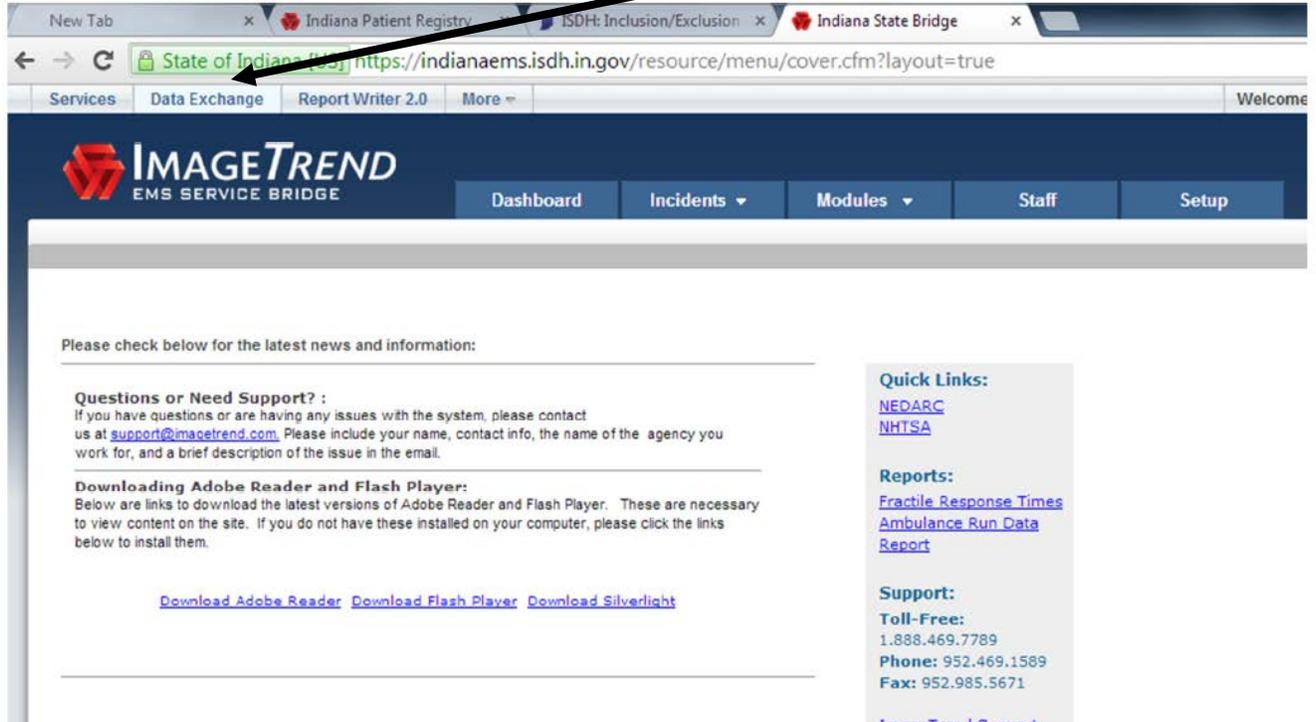
The State has taken steps to ensure that all information contained within this site is secure to protect against unauthorized access and use. All information is protected by our security measures, which are periodically reviewed. Information is protected through the use of passwords, strictly controlled server access, physical security of the hosting site, and 128-bit SSL encryption.

Although the State can assure the security and privacy of the data that has been submitted, we have no control over how individual users may handle their own data, either before or after they have submitted data. In order to protect the security and privacy of your records before or after you have submitted data, we recommend adopting the following procedures/practices:

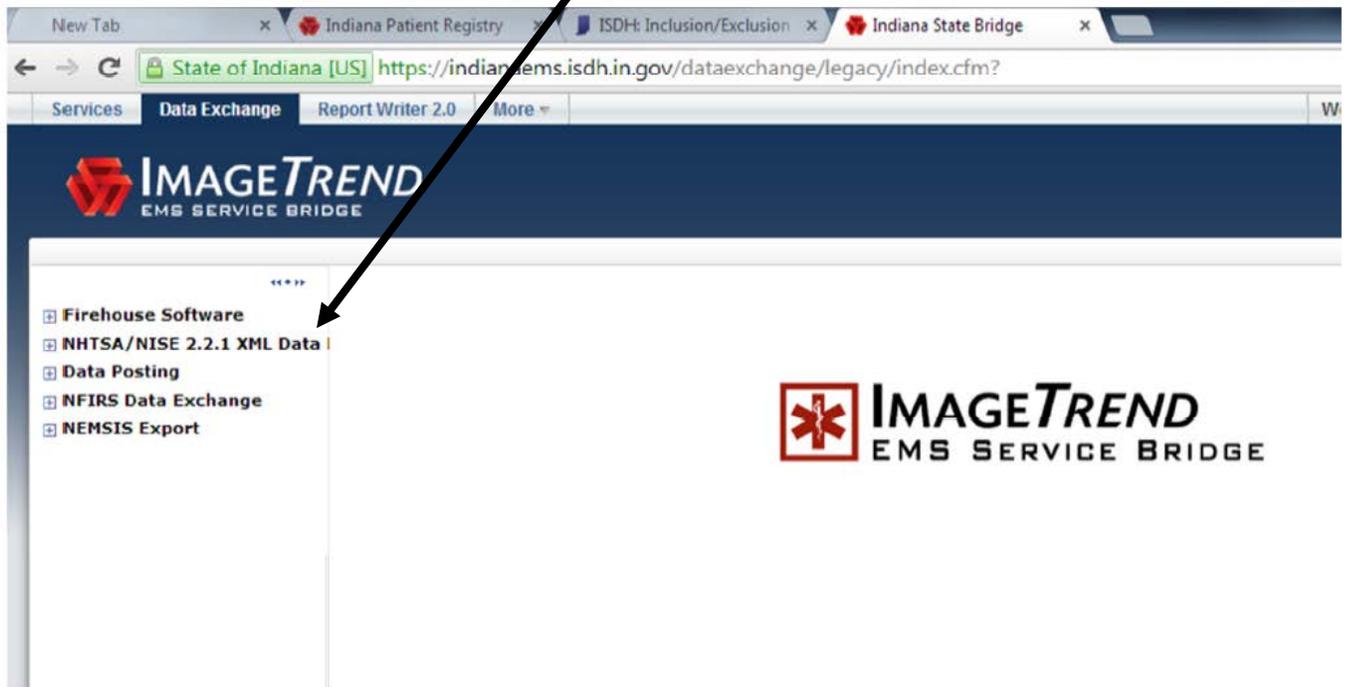
- 1) Do not send patient care records via email. Email does not offer the same level of security as submitting data via the internet to the EMS Service Bridge because it is not encrypted.
- 2) Only assign user names and passwords to individuals who have responsibility for the EMS Service Bridge.
- 3) Regularly change passwords.

If you have questions about the Privacy or Security of this site, please contact: support@imagetrend.com

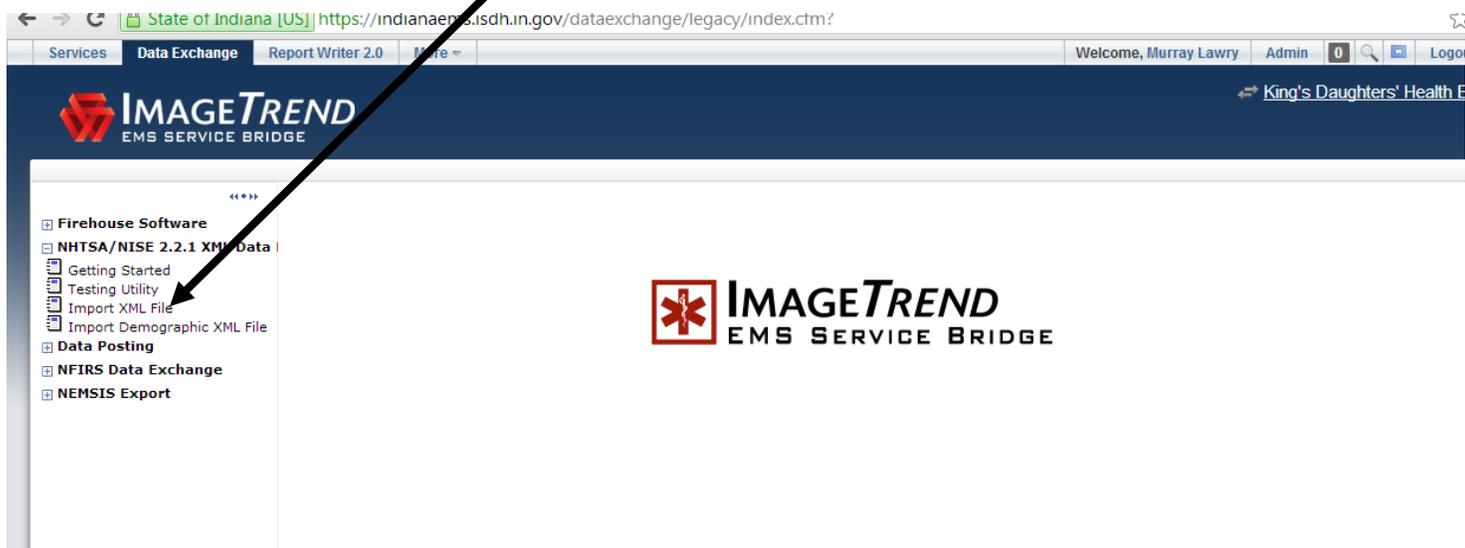
Click the "Data Exchange" button on the top left-hand side of the screen.



Click on the "NHTSA/NISE 2.2.1 XML Data" option.



Click on the "Import XML File" option.



Follow the instructions given.

Import Runs with a NHTSA/NISE 2.2.1 XML File

Follow the instructions below to import your data using the NHTSA/NISE 2.2.1 XML Data Exchange:

- 1.) Choose the XML file you would like to use by clicking on the 'Browse' button and browse to the file on your local machine.
- 2.) Choose the agency that you are importing for. If you have rights to only one, that one will be displayed. If you have rights to more than one service, please select it from the list. If you are importing for more than one service, please select only one of the services, although data will be transferred to all services that are specified in the XML file.
- 3.) Select the format that was used for setting the time format in the XML. Choose Yes if the times are in UTC format, and No if the times have been already converted to your local time zone.
- 4.) Duplicate records are determined by matching based on Incident Number (E02_02), Response Number (E02_03), and PCR Number (E01_01) for each agency. Select desired behavior for handling duplicate records according to the following options:
 - a.) **Overwrite existing** - if there is **ONLY ONE** duplicate found, the system will overwrite the existing record with the data from the file. If there are more than one duplicate records, an additional record will be inserted.
 - b.) **Skip duplicates** - keep existing data when a duplicate record is found.
- 5.) Click the 'Import' button to start the file transfer and validation.

- Once the XML file is uploaded, a status screen will be displayed. The system will then automatically validate the XML file using the NHTSA/NISE 2.2.1 schema to ensure that the file structure and values are valid.
- If the schema validation is successful, the system will run through the import and validation routines to import your data. If problems are found, a detailed description of the issue(s) will be displayed.

For more information on NHTSA and NEMSIS XML Data models, click [here](#).

Choose the location of the XML file: No file chosen

Which agency are you importing for?

Are the times in this XML file in Coordinated Universal Time (UTC), also referred to as Zulu time (Z)? If so, choose YES below to convert them to the service's time based on the Time Zone and Daylight Saving Time settings as defined within the Service Setup. If the times are already converted, choose NO. If you have questions, please contact your software vendor or the system administrator.

Yes No

Select option for handling duplicate incident records. See above for description of each.

Overwrite Skip

[Download XML Schemas](#)