

## PRODUCT ANNOUNCEMENT

# Electronic ICS<sup>®</sup>

Web Version 3.1

*This document highlights important release changes to your system. If you have questions about changes not covered in this document, contact your Client Services Manager. Further information can be found in the Online Help.*

## Planning and Response

### Added Character Counter to Incident Description Fields

The new **Characters remaining** counter has been added to the **Incident Description** field for incident response guides. As you enter or change the description, the counter automatically lets you know how many characters you have left before you reach the field's limit of 2,000 characters.

This feature has also been added to the **Incident Description/Notification Message** field in the create incident workflow.

The image contains two screenshots of the Electronic ICS software interface. The top screenshot is titled "Evacuation - Partial or Complete" and shows a "General" tab. It includes fields for "Response Guide Name" (Evacuation - Partial or Complete), "IRG Type" (Evacuation, Shelter-in-Place, Hospital Abandonment), and a checked option "Use canned information when incident is created". Below this, there is a section for "Incident Name" (Hospital Partial or Complete Evacuation) and "Incident Description" (Our Command Center is active due to a partial or complete evacuation of the facility). A blue arrow points to the "Characters remaining: 1915" counter next to the description field. The bottom screenshot is titled "Create Incident" and shows an "Incident Details" tab. It includes fields for "Facility" (County Hospital West), "Response Guide" (Evacuation - Partial or Complete), "Type" (Actual), and "Name" (Hospital Partial or Complete Evacuation). A checked option "Allow State/Region to view this incident" is also present. Below this, there is a section for "Incident Description/Notification Message" (Command Center is active due to a partial or complete evacuation of the facility. Buildings A and B are to be evacuated. Building C may be evacuated as well.) and a "Characters remaining: 1843" counter. A blue arrow points to this counter. To the right of the description field, there are fields for "Command Center", "Phone" (555-), "Fax", and "Location".

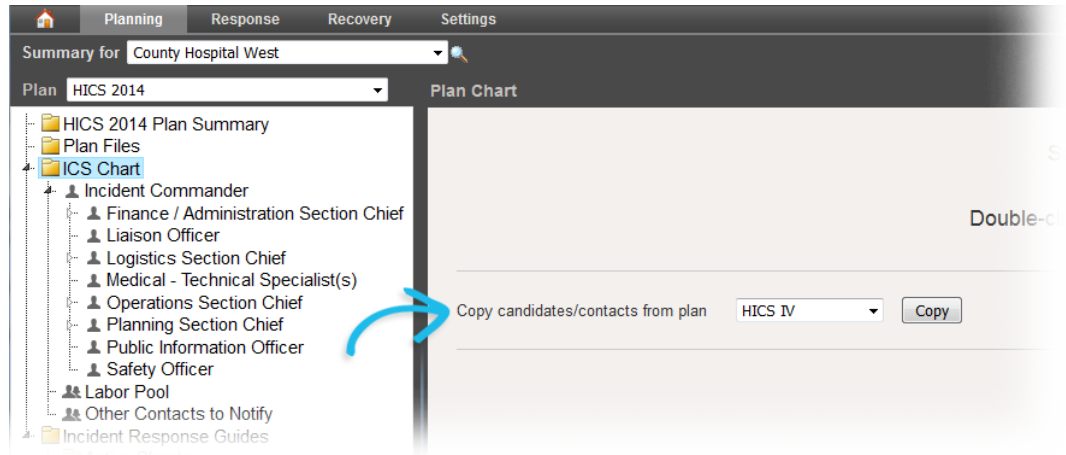
# Planning

## Enhanced Plan Copy Options

When you copy a plan to create a new one, you can now choose to copy the original plan’s candidates and contacts to your new plan. The copied contacts appear in the depth charts for the same positions as in the original plan. Copying can save time since you may have fewer position assignments to set up or change for your new plan.

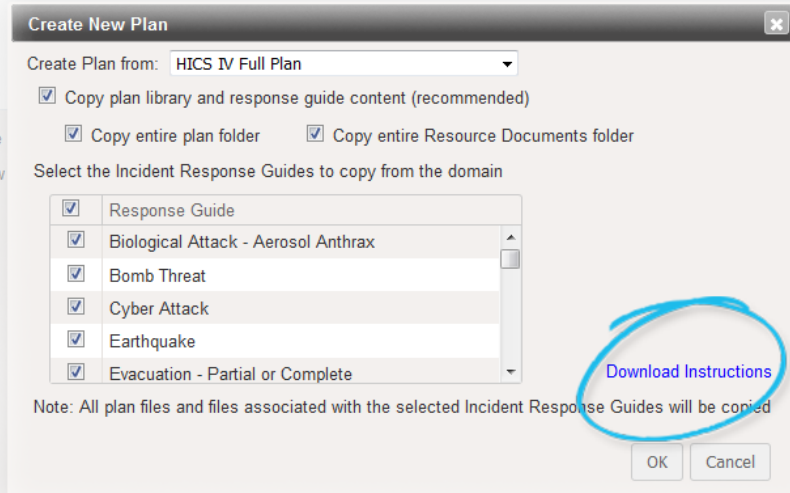
After copying the plan, go to **Planning: Plan Summary** and select the new plan from the **Plan** field toward the top of the page. When you click the **ICS Chart** option in the left pane, the right pane now shows the new **Copy candidates/contacts from plan** field. Select the plan you want to copy from and then click **Copy**.

A confirmation message opens, indicating the numbers of positions and groups copied to your new plan.



To assist you in this process, the *Create a Plan* quick reference guide is available for download from the *Create New Plan* window—simply click the **Download Instructions** link. This guide walks you through all

steps in the plan creation workflow, including the new **Copy candidates/contacts from plan** feature.



## New User Interface

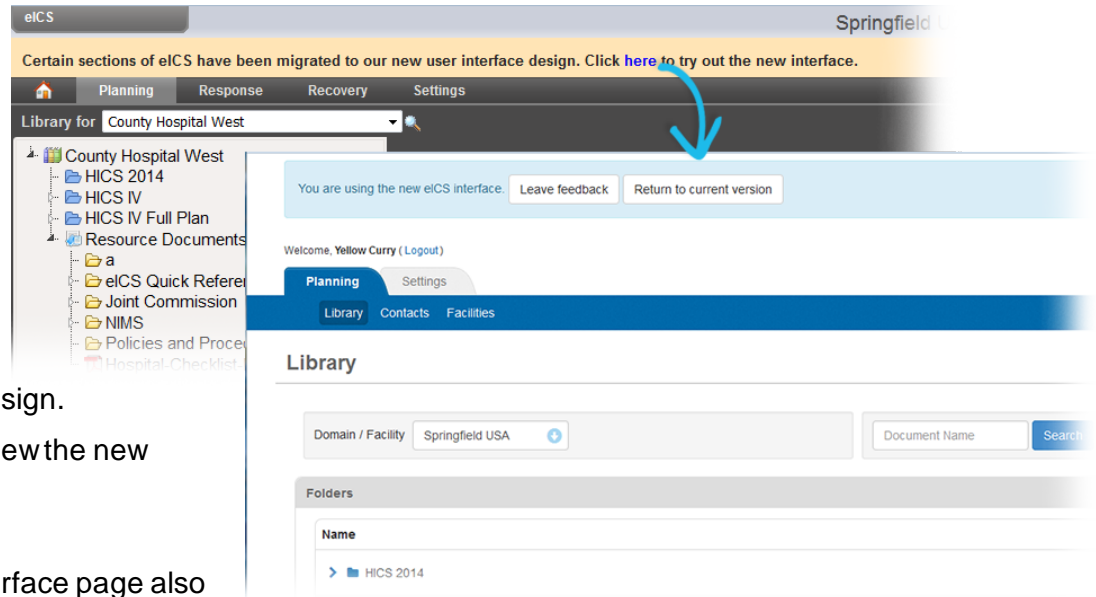
Intermedix is pleased to provide you with an expanded glimpse into the new eICS user interface currently under development. In addition to the *Library* portion of the *Planning* area, *Contacts* and *Facilities* have also been updated to the new interface. We encourage you to peruse these pages and provide feedback.

These pages and features are available both in the existing user interface and the new one. The changes you make in either interface are retained.

### Access

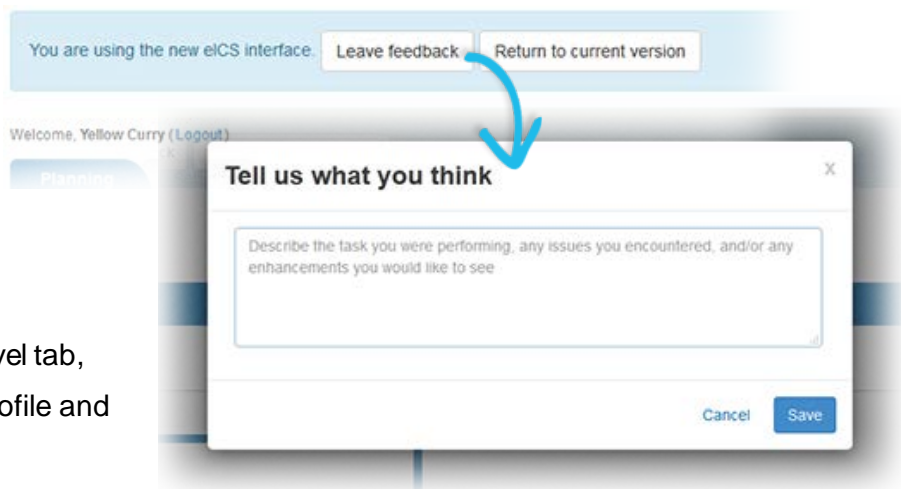
As before, the top of the existing eICS page contains a message bar with a link to the pages that have been migrated to the new interface design. Click the **here** link to view the new interface.

The top of the new interface page also allows you to return to the current eICS version.



### Feedback

We made it very easy for you to let us know what you think. Simply click the **Leave feedback** option and in the *Tell us what you think* window, enter your comment. **Save** your comment and the information is delivered to the Intermedix eICS team.



### Settings

In addition, from the **Settings** top-level tab, you can access and manage your profile and **Security Question**.

## Interface Comparison

The new eICS interface offers the same sets of features that you are familiar with, though specific elements are presented in a new way or appear in different locations. This section includes a few examples to aid you in navigating the interface.

Examples of existing functions are marked with a yellow star (★). Examples of new or revised functions in the new interface are marked with a blue star (★).

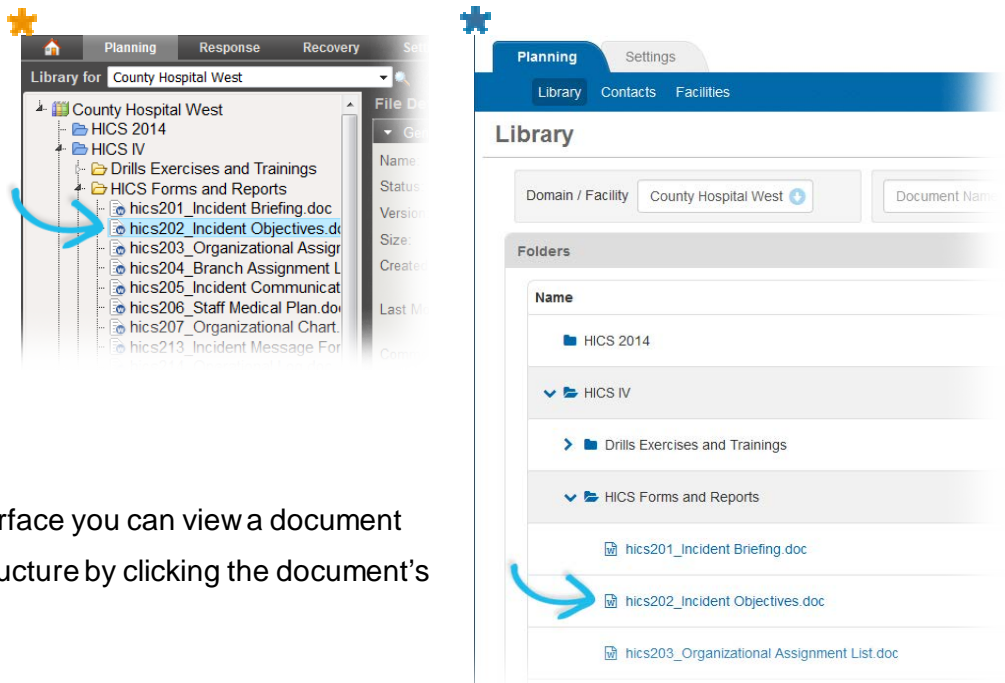
## Document Location

The layout of each area's main page has changed, as shown in these images of the **Library**.

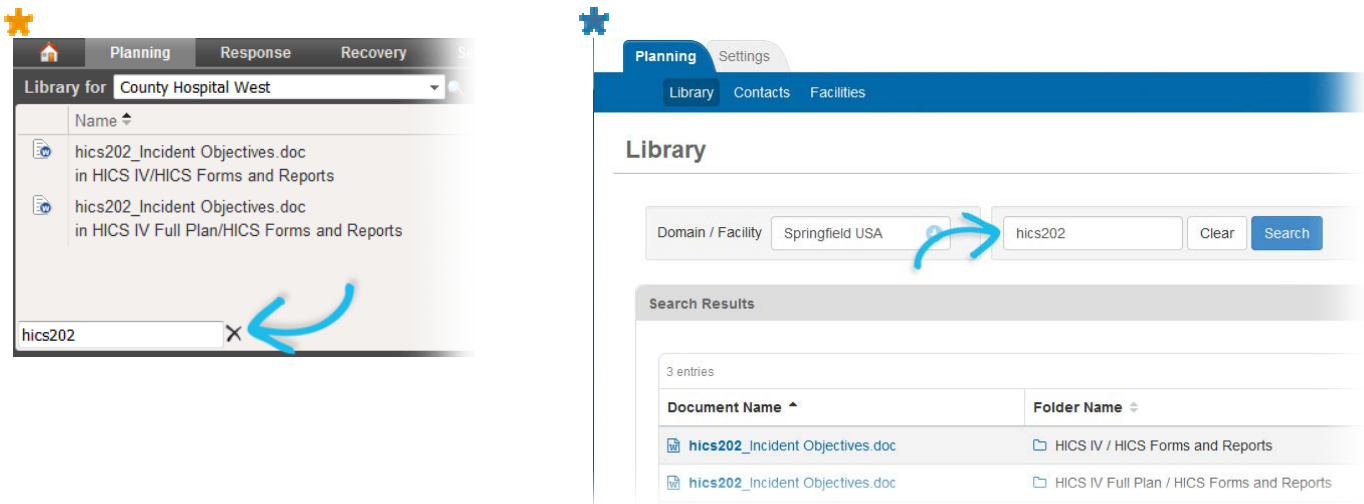
To view the structure and locate a document, simply expand library folders.

The new interface shows the full library structure, just as in the current interface.

In addition, in the new interface you can view a document directly from the library structure by clicking the document's name.



In each interface you can also search for a particular document.

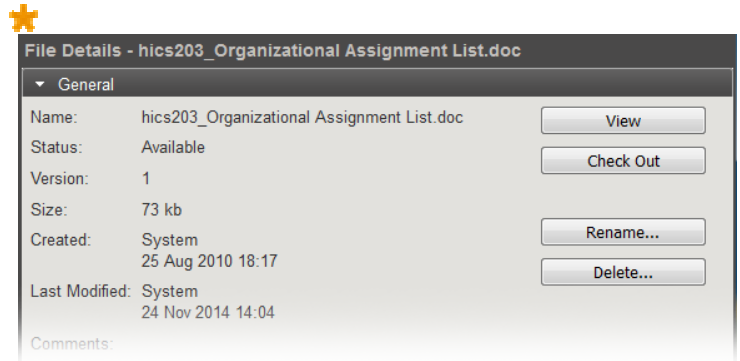


## Interface Comparison (continued)

### Library Action Options

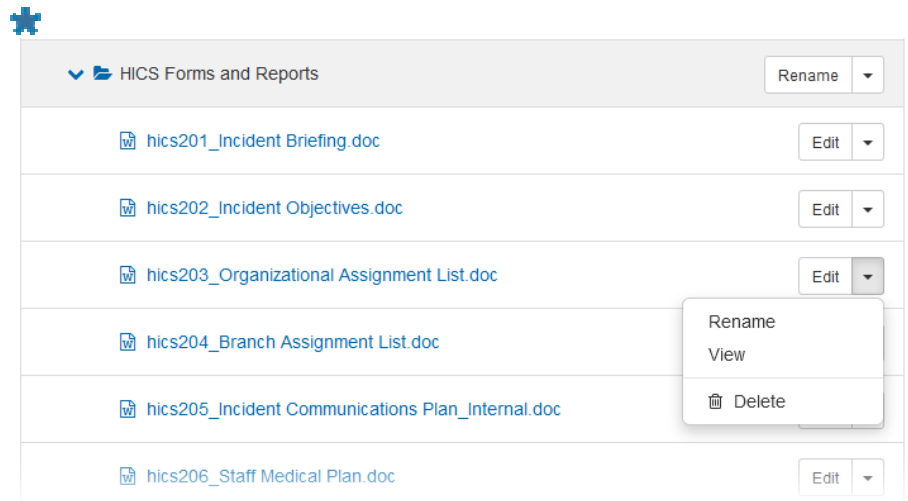
The eICS library offers a number of options for managing files and folders, including editing and renaming.

In the current interface, you must open the file's details to have access to the action buttons.



In the new interface, you can access several actions directly from the list of documents. For instance, you can rename a folder or edit a file.

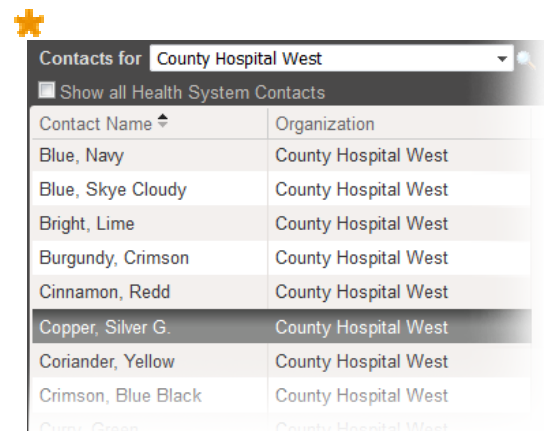
The options to check a file out or in are available from the file details, which you can access by clicking the **Edit** option in the action menu.



### List of Contacts

The *Contacts* area has undergone a number of changes.

In the current version, the contact list shows each contact's name and organization. Additional details are available when you open a contact's record.



## List of Contacts (continued)

The new layout offers more information up front. In addition to the contact's name and organization, the list includes each contact's primary phone number and shows the status of the contact and their user account.



Contact list for   Show all Health System Contacts

[+ Add Contact](#) [@ Import Contact](#) [⬇ Upload Contacts](#)

Name ^	Organization ▾	Phone Number ▾	Contact Status ▾	Account Status ▾
Blue, Skye Cloudy	County Hospital West	555-555-1234	✔ Activated	✔ Enabled
Bright, Lime	County Hospital West	555-555-1234	✔ Activated	✔ Enabled
Burgundy, Crimson	County Hospital West	555-555-1234	✔ Activated	✔ Enabled
Cinnamon, Redd	County Hospital West	555-555-1234	✔ Activated	✔ Enabled
Copper, Silver G.	County Hospital West	414-555-7376	✔ Activated	✔ Enabled
Coriander, Yellow	County Hospital West	555-555-1234	✔ Activated	✔ Enabled
Crimson, Blue Black	County Hospital West	555-555-1234	✔ Activated	✔ Enabled

## Contact Details

The current interface shows contact details in a series of drawers.



Details for Copper, Silver G.

- ▶ General Info / Email / Phone
- ▶ Address
- ▶ ICS Positions
- ▼ Account Information / Log In
  - Contact is active
  - Username:
  - Primary Email:

Contact details have been re-organized in the new interface. Key details, including account and login information, appear on the main page.



Login Information

Account Status  Enabled

Username \*

Primary Email \*   
Welcome and password reset emails will be sent to this address.

Account Options

## Contact Details (continued)

Other detail appears in tabs.



### System Access

ICS Positions   Facility Access   Notes

+ Add Positions from Another Facility/Plan

1 entry

Facility ^	Plan ⇅	Positions	
County Hospital West	HICS IV	Finance Administration Section Chief	<a href="#">Edit</a>

## Settings

Under **Settings**, the **My Profile** tab in the new interface is presented in the same format as contact pages, with much of the information on the main page and additional details available via tabs.

From here you can also manage your **Security Question**.



Welcome, **Yellow Curry** (Logout)

Planning   **Settings**

My Profile   Security Question

## My Profile

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Personal Information