EMResource®

Quick Reference Guide

Update Event Statuses

Introduction

EMResource event statuses allow you to report on situations specific to the type of event. Mass casualty incidents may call for you to report the number of patients by triage category, each of which is represented by a s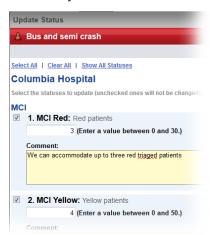tatus. It may also be appropriate to report on the availability of equipment or your facility's decontamination capacity.

Events can also help you manage ongoing, non-emergency situations. Facilities can use a bed availability event to regularly report on the statuses of specific units or types of beds.

To Update Event Statuses

1. Click the name of the event in the banner at the top of the page.

2. Locate the resource and do one of the following:

   - To update a single status, click its current value.

   - To update multiple statuses at one time, click the resource's keys icon.

3. In the *Update Status* page, select the check box next to the status you want to update.

4. Select or enter the status.

5. If appropriate, select the reason for the change.

6. If appropriate, in **Comment** enter a comment on the status change.

7. To update additional statuses, repeat steps 3 – 6 for each.

8. Click **Save**.

For more information, contact your Client Services Manager or the support desk at 888-735-9559; in the support phone system, press 1 for Client Application Support and then 6 for EMSystems.