

## **OKEMISIS ELITE TRAINING AGENDA**

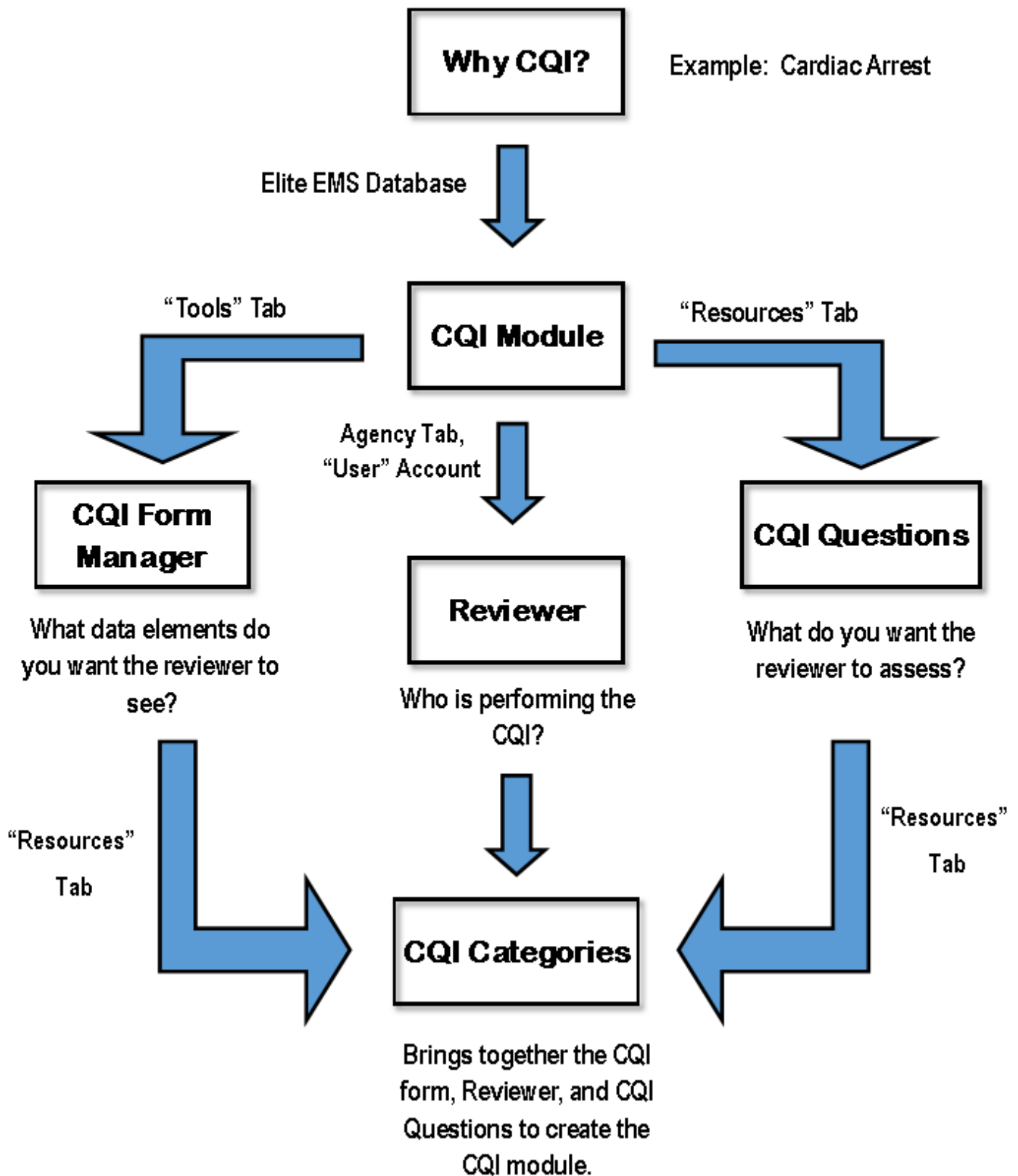
**Time: 10am-4pm (Computer Room, 4 CE Hours)**

Agencies/Vendors from all Oklahoma regions can attend this FREE training but space is limited and is on a first come/first serve basis. Please confirm your attendance by contacting Martin Lansdale by e-mail ([martinl@health.ok.gov](mailto:martinl@health.ok.gov)).

- **OKEMISIS (brief discussion)– Introduction: “What is OKEMISIS?”**
  - A. State Reporting Requirements– *power point presentation*
  - B. Required Variables– *v3.3.4 Data Dictionary and Run Form*
  - C. Required Call Types
  - D. Reporting Time line– *EMS Regulations*
  - E. EMS Data Usage– *Citations handout*
- **Navigation of the State System– New ELITE v3 Database**
  - A. Website and Log-In Procedures–*Go over password rules/HIPPA*
  - B. Practice Site– *Home Page, Dashboard*
  - C. Agency Tab– *Agency info, users, configuration, data exchange*
  - D. Incident Tab– *View existing runs, create runs, incident views, searching*
  - E. Resources Tab– *Agency customization, facilities, patient records, vehicles*
  - F. Tools Tab– *Report Writer, CQI form manager*
  - G. Community Tab– *Help/University, user voice, support suite*
  - H. User Permissions Groups– *Overview*
- **Adding an EMS Incident: OKEMISIS Incident Run Form**
  - A. Data Submission– *manual entry, Importing, Field Bridge*
  - B. Manual Entry– *Incidents Tab, OKEMISIS Incident Run form*
  - C. Validation Overview– *ePCR, Closed Call, and business rules*
  - D. Incident Run Form – *searching runs, Incident status, messaging*
  - E. Incident Run Form – *incident run times/mileage*
  - F. Incident Run Form – *Power Tools, Menu, and PDF reports*
- **Lunch– 11:45am-1pm**

- **Importing Runs into OKEMSIS (ELITE) database**
  - A. Data Exchange – *Importing (manual /automated), Import/Export History*
  - B. Data Exchange- *File Types (PCR/Demographic), file size, accepted versions*
  - C. Data Exchange – *Checking for import warnings/errors , schema files*
  - D. Data Exchange – *Schema files/suggested lists , run time format*
- **CQI Module (Flow Chart)**
  - A. CQI Module – *purpose and overview*
  - B. CQI Form Manager– *setting up CQI form*
  - C. CQI Questions– *Adding reviewer questions*
  - D. CQI Categories – *Run criteria/linking form and questions*
  - E. CQI Reviewer– *Adding a user as a “reviewer”*
- **Elite v3 Report Writer**
  - A. Report Writer – *overview (v2 and v3) and permissions*
  - B. Report Writer – *canned and transactional reports*
  - C. Report Writer – *customizing your report*
- **Practice Site- Username: practicing Password: Password@098**
- **Contact Information: [martinl@health.ok.gov](mailto:martinl@health.ok.gov) or [XanaH@health.ok.gov](mailto:XanaH@health.ok.gov) ;  
Phone: (405)271-4027**
- **ELITE Website:**  
<https://oklahoma.imagetrendelite.com/Elite/Organizationokemsis/>
- **OSDH Website: [EMS OKEMSIS website](#)**

# CQI Module Flow Cart



# Training Notes