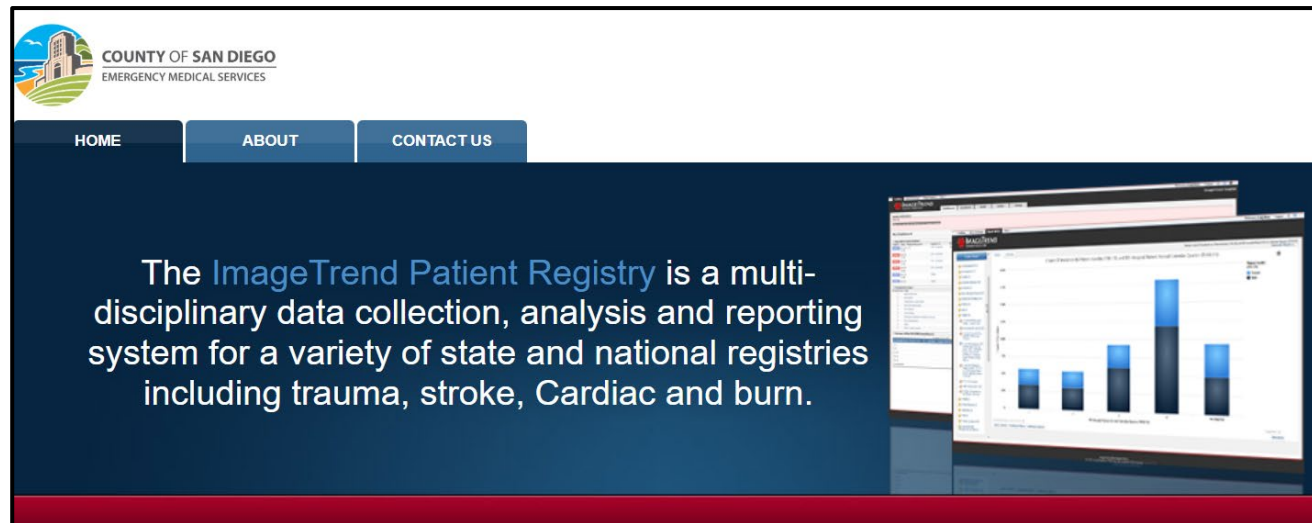





TRAUMA PATIENT REGISTRY DATA IMPORT STEPS


June 2025

A screenshot of the ImageTrend Patient Registry website. The header includes the County of San Diego Emergency Medical Services logo and navigation links for HOME, ABOUT, and CONTACT US. The main content area features a dark blue background with white text describing the registry as a multi-disciplinary data collection, analysis, and reporting system for various state and national registries, including trauma, stroke, Cardiac, and burn. To the right, there is a preview of the ImageTrend software interface, showing a bar chart and data tables.

 **COUNTY OF SAN DIEGO**
EMERGENCY MEDICAL SERVICES

[HOME](#) [ABOUT](#) [CONTACT US](#)

The [ImageTrend Patient Registry](#) is a multi-disciplinary data collection, analysis and reporting system for a variety of state and national registries including trauma, stroke, Cardiac and burn.



LOG IN



<https://cosd.imagetrendregistry.com/>

The screenshot shows the homepage of the ImageTrend Patient Registry. At the top, there is a navigation bar with "HOME", "ABOUT", and "CONTACT US". Below this, a large banner describes the system as a multi-disciplinary data collection, analysis and reporting system for various registries. On the left, there is a section titled "INTEGRATIVE INFORMATION" with a brief description of the system. On the right, there is a "SYSTEM LOGIN" section with fields for "Username" and "Password", a "Login" button, and a link for "Forgot your password?". A red box highlights the "Forgot your password?" link, and a red arrow points from it to the "Forgot Your Password?" page shown in the next block.

COUNTY OF SAN DIEGO
EMERGENCY MEDICAL SERVICES

HOME ABOUT CONTACT US

The ImageTrend Patient Registry is a multi-disciplinary data collection, analysis and reporting system for a variety of state and national registries including trauma, stroke, Cardiac and burn.

INTEGRATIVE INFORMATION

ImageTrend Patient Registry integrates information across the entire medical community, allowing data to flow from the ambulance to the hospital to state and national registries. Hospitals have secure access to their own patient registry information.

Working with the medical community, ImageTrend has kept its focus on simplifying and streamlining data collection, so that a wealth of data can quickly and easily be collected and made available for in-depth analysis at all levels.

SYSTEM LOGIN

Username

Password

Login

Forgot your password?

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- Password must be updated every 90 days. The system will prompt you and provide criteria to meet password security requirements
- If you forget your password, click the “Forgot your password?” link and follow the prompts

The screenshot shows the "Forgot Your Password?" page. It has a title bar that says "San Diego Patient Registry » Forgot Your Password? - Work - Micr...". The address bar shows "https://cosd.imagetrendregistry.com//resour...". The page has a "Forgot Your Password?" heading, a "Login Recovery" section, and a prompt to enter an email address to receive a temporary password. There is an "E-mail Address:" field and "Send" and "Cancel" buttons. A red box highlights the entire page, and a red arrow points from the "Forgot your password?" link in the previous block to this page.

San Diego Patient Registry » Forgot Your Password? - Work - Micr...

https://cosd.imagetrendregistry.com//resour... App available

Forgot Your Password?

Login Recovery

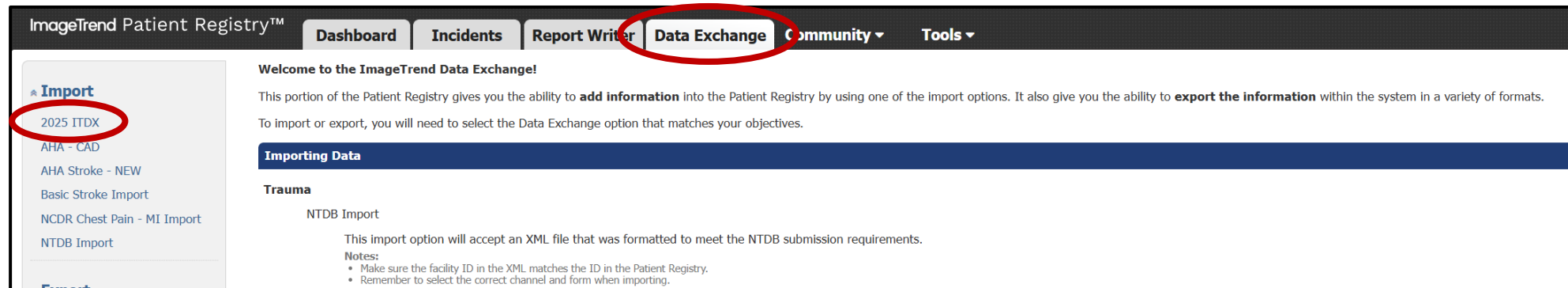
Please enter your e-mail address to have a temporary password e-mailed to you.

*E-mail Address:

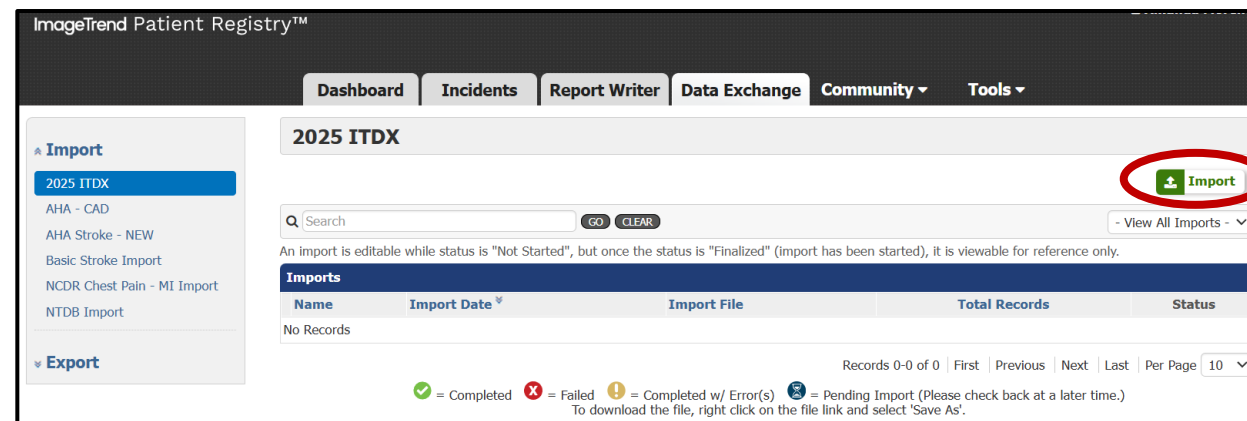
Send Cancel

* required

IMPORTING DATA – DATA EXCHANGE



- Click the **Data Exchange** tab on the top of the screen
- Navigate to the **Import** section on the left-hand side of the screen
- Click **2025 ITDX**



Please note: Before proceeding with the data upload, ensure the data has been converted into an XML file by your vendor. If you're unsure how to convert your registry system's data into an XML file, please reach out to your system vendor's contact for more information as this happens outside of the ImageTrend Patient Registry platform.

- Then click the **green Import** button on the right-hand side of the screen



IMPORTING DATA – UPLOAD

Import Details - Import 05/22/25

[← Back to Import List](#)

1. Upload

2. Review

3. Results

Upload an 2025 ITDX file by choosing a file and filling out the form below.

1. **Name** your file something easy to remember. We've defaulted a description with today's date, but you may find "X Quarter YYYY" would make more sense.
2. From the drop-down, **Select a Facility** to record the import for.
3. Click the button to the right of the **Upload** label to browse to the file on your computer.
4. Choosing **Form type to import** will determine which system validation rules will run on data after it's imported.
5. After you have verified that the destination and file path are correct, click the **Upload and Validate** button.

After your file has been uploaded, you will have a chance to review results of file validation before the import is processed.

Upload

Name:

Select Facility:

*** Upload:** No file chosen

Notification Preference: ☐ Email [?](#)

Channel:
determines which schema to validate the file against

*** Form Type to Import:**

Name	Enter the name for the import. Use a descriptive name that will make this import easy to identify later if you need to reference it.
Select Facility	The facility that the incidents should be imported into.
Upload	Click <i>Choose File</i> . Locate and select the file to upload and click <i>Open</i> .
Notification Preference	If a Notification Preference of "Email" is selected, you will be notified via email when your import is complete. The email account that will receive the notification is the one that is registered with your account. You must have an email account associated with your profile to receive email notifications.
Channel	The schema for this import. Pick the year you're importing for along with TQIP. For 2025 data, select <i>2025 Submissions + TQIP</i> (it may automatically be selected as shown in this example).
Form Type to Import	This should default to Trauma + TQIP (ICD-10). If not, select the option called Trauma + TQIP (ICD-10).

- Once the file is selected, and the rest of the steps are completed, click the **green Upload and Validate** button

IMPORTING DATA – REVIEW

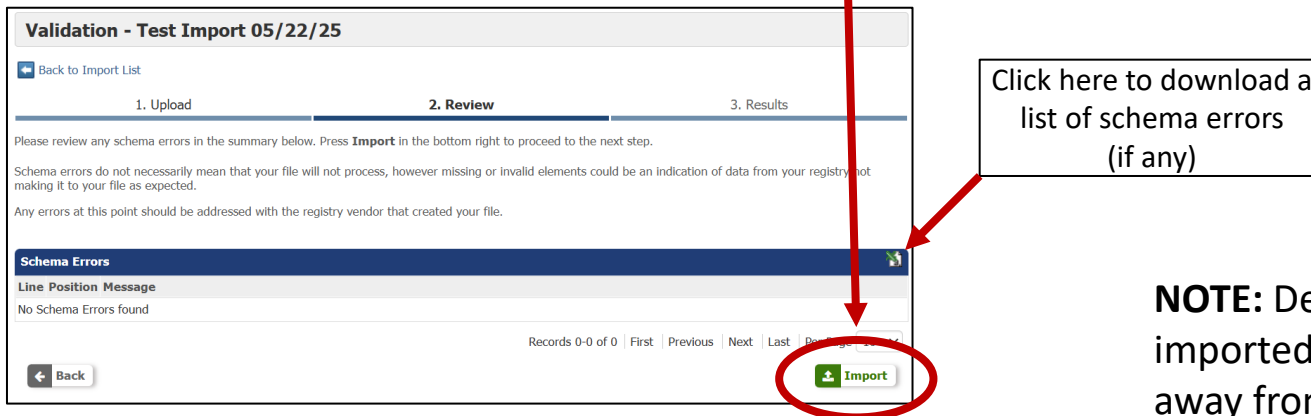
The Review page appears with a list of any schema errors within the import file.

- **NOTE:** Schema errors do not necessarily mean that your file will not process; however, missing or invalid elements could be an indication of data from your registry not making it to your file as expected. Any errors at this point should be addressed with the registry vendor that created your file.

As needed, make updates to the import file to address any errors and repeat steps 2 – 3 until you are satisfied with the import.

- **HINT:** You can export the list of schema errors by clicking the Export icon in the Schema Errors section on the Review page. This can be an easy way to refer to the list of errors to fix them.

When ready to perform the import, click the **green Import** button. The import begins.



Validation - Test Import 05/22/25

Back to Import List

1. Upload 2. Review 3. Results

Please review any schema errors in the summary below. Press **Import** in the bottom right to proceed to the next step.

Schema errors do not necessarily mean that your file will not process, however missing or invalid elements could be an indication of data from your registry not making it to your file as expected.

Any errors at this point should be addressed with the registry vendor that created your file.

Schema Errors

Line	Position	Message
No Schema Errors found		

Records 0-0 of 0 | First | Previous | Next | Last | Download

Back Import

Click here to download a list of schema errors (if any)

NOTE: Depending on the number of records being imported, this may take some time. You can navigate away from this page and return later if needed.

IMPORTING DATA – RESULTS

Reviewing Error Messages

After importing your file, the *Results* page will display any error messages related to the file you imported, including validation errors based on the system validation or schema errors.



Results - Test Import 05/22/25

[Back to Import List](#)

1. Upload 2. Review **3. Results**

Your Import is finished.

2025 ITDX Detailed Report

Facility: *ImageTrend/CoSD Demo Hospital	Average Validity: 0 %
Import Started: Thu 5/22/25 17:41	Pending: 0
Import Finished: Thu 5/22/25 17:41	Pending Validation: 2
Utility: 2025 ITDX	Running: 0
Associated Form: Trauma + TQIP (ICD-10)	Failed: 0
Channel: 2025 Submissions + TQIP	Finished: 2
Import File: Export 05222025.xml	

[Delete Imported Incidents](#)

From the Import list page, click the **View and Edit** icon for the import you want to view errors for.

2025 ITDX

[Import](#)

Search [GO](#) [CLEAR](#) [View All Imports](#)

An import is editable while status is "Not Started", but once the status is "Finalized" (import has been started), it is viewable for reference only.

Name	Import Date	Import File	Total Records	Status
Test Import 05/22/25	Thu 5/22/25 17:38	Export 05222025.xml	2	
Test Import 05/22/25	Thu 5/22/25 17:09	Test1.xml		

Records 1-2 of 2 | [First](#) | [Previous](#) | [Next](#) | [Last](#) | Per Page 10

= Completed
 = Failed
 = Completed w/ Error(s)
 = Pending Import (Please check back at a later time.)
 To download the file, right click on the file link and select 'Save As'.



IMPORTING DATA – VALIDATION

There are two types of possible errors:

- **System Validation** – these are based on the validation rules built on Trauma + TQIP Form
- **System Errors** – something in the import file “broke”. This is more critical than a system validation error, depending on the error and level of the error an individual record or the entire file might not import
- To view the details of any error, including which incident(s) trigger the error, click the error message.
- To download a CSV file with the details of any of these types of errors, click the Export icon for that section

Results - Test Import 05/22/25

[Back to Import List](#)

1. Upload

2. Review

3. Results

Your Import is finished.

2025 ITDX Detailed Report

Facility:	*ImageTrend/CoSD Demo Hospital	Average Validity:	91 %
Import Started:	Thu 5/22/25 17:41	Pending:	0
Import Finished:	Thu 5/22/25 17:41	Pending Validation:	0
Utility:	2025 ITDX	Running:	0
Associated Form:	Trauma + TQIP (ICD-10)	Failed:	0
Channel:	2025 Submissions + TQIP	Finished:	2
Import File:	Export 05222025.xml		

Delete Imported Incidents

The below validation messages are based on data quality rules set up by the system administrator for this site. If you have questions about these requirements, please contact this site's system administrator.

System Validation Messages

Grouped By: Validation Message

Error Message	Occurrences
Trauma Team Activation Level is required (Rule 30)	2
The Surgery for hemorrhage control cannot be N/A when blood has been administered.	2
The angiography field cannot be N/A when the transfusion of blood field is greater than 0	2
Injury Description is required (Rule 157)	2
The VTE Prophylaxis date is required (Rule 197)	1
ICD-10 Cause of Injury is required (Rule 181)	1
City is required (Rule 149)	1
County is required (Rule 150)	1
State is required.	1
State is required (Rule 151)	1
County is required.	1
ICD-10 Location is required (Rule 180)	1
City is required.	1

Records 1-13 of 13

System Errors

No System errors exist.

Records 0-0 of 0