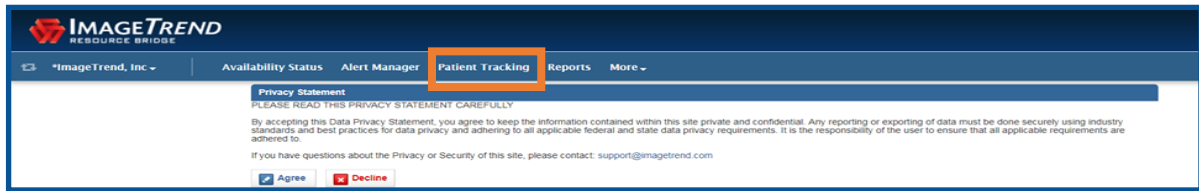


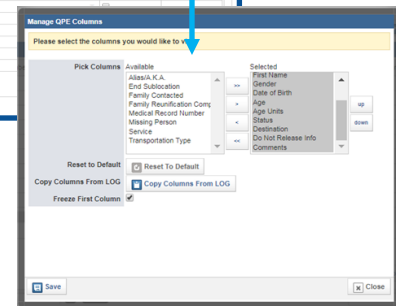
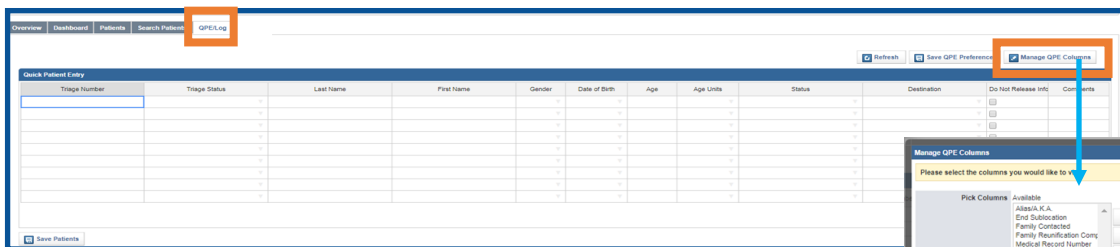
# LEMSIS Resource Bridge – Patient Tracking Quick User Guide

[cosd.imagetrendresourcebridge.com](http://cosd.imagetrendresourcebridge.com)

1. When you receive notice that a Patient Tracking Incident has been created, log into LEMSIS Resource Bridge and click into the *Patient Tracking* section. Review the Privacy Statement and click *Agree* to continue.



2. Find the name of the Incident in the list - should be first in the Incident list. Click the name to enter the incident.
3. Go to QPE/Log Tab.
4. Click *Manage QPE Columns* on the righthand side of the QPE.
5. Move columns from *Available* to *Selected* and click *Save*. Columns should be in this order:

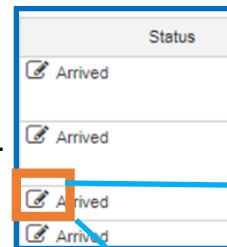


*Configuration to be set up for each incident*

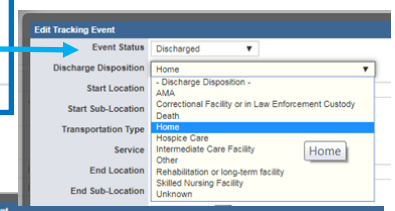
6. Enter as much information as available for each patient. Triage Number must be included. Click *Save Patients* to save patients to the incident.

- Triage Number - REQUIRED (this number stays with the patient through the whole incident)
- Triage Status
- Last Name
- First Name
- Gender
- Date of Birth
- Age
- Age Unit
- Status - select **Arrived** upon initial entry
- Destination - select your hospital name
- Do Not Release Info
- Comments - add additional information about the patient here (e.g., TRAIN color and Alternate Care Site location if patient is transferred)

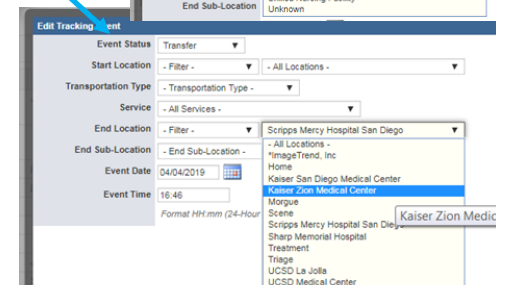
7. Click *Manage Log Columns* on the righthand side of the Log.
8. In the screen that opens, click *Copy Columns From QPE* then *Save*.
9. To change a patient's status from the Log, click the *Edit* icon in the Status column.



10. Indicate if the patient was discharged and where to (home, SNF, etc.) or transferred and to which hospital.



11. Additions/edits to a record can be done in the Log or in the Patients Tab.



*Continued on back of page*

## LEMSIS Resource Bridge – Patient Tracking Quick User Guide

### - Hospital Specific Triage Number Identifiers -

Hospital Specific Triage Identifier	Hospital	Hospital Specific Triage Identifier	Hospital
<b>UCSDE</b>	UCSD Health East Campus Medical Center	<b>SHLJ</b>	Scripps Memorial Hospital La Jolla
<b>KPS</b>	Kaiser San Diego Medical Center	<b>SHCV</b>	Scripps Mercy Hospital Chula Vista
<b>KPZ</b>	Kaiser Zion Medical Center	<b>SHME</b>	Scripps Mercy Hospital San Diego
<b>KPSM</b>	Kaiser Foundation Hospital San Marcos	<b>SCVMC</b>	Sharp Chula Vista Medical Center
<b>NHCP</b>	Naval Hospital, Camp Pendleton	<b>SCOR</b>	Sharp Coronado Hospital
<b>NMCSD</b>	Naval Medical Center, San Diego	<b>SGH</b>	Sharp Grossmont Hospital
<b>PMCE</b>	Palomar Medical Center	<b>SMH</b>	Sharp Memorial Hospital
<b>PMCP</b>	Palomar Medical Center- Poway Campus	<b>TCMC</b>	Tri-City Medical Center
<b>PVH</b>	Paradise Valley Hospital	<b>UCLJ</b>	UCSD La Jolla
<b>RCH</b>	Rady Children's Hospital	<b>UCHC</b>	UCSD Medical Center
<b>SCTP</b>	Scripps Green	<b>VASD</b>	VA San Diego Healthcare
<b>SHEN</b>	Scripps Memorial Hospital Encinitas		

### - Searching for Patients -

1. Navigate to the Search Patients Tab within the incident.

2. Enter as much information as possible into the available fields, then click *Search*.
3. Results of the search will load. If the patient is still at a hospital, the name of the hospital will appear along with a

Name	DOB	Status	Location	Agency Public Contacts
[Unknown], [Unknown]	01/19/1977	Arrived	Kaiser Zion Medical Center	
[Unknown], [Unknown]		Arrived	Scripps Mercy Hospital San Diego	
Doe, John		Arrived	Kaiser Zion Medical Center	
Smith, Jason	01/05/1944	Discharged		
Smith, Joe		Enroute	UCSD La Jolla	Emergency Room Phone Number: 858-857-7660
smith, joe		Discharged		

phone number for the hospital that can be shared.

4. If a patient listed appears to match the search criteria entered, you may use the following script to share the search results:

“It appears that someone matching the description you provided may be at (name of hospital).

The phone number to contact them is...”