

PULSARA INSTRUCTIONS

1. Login using EMTF Credentials (emtf.firstname.lastname) and password
 - a. Use "Password Reset" if necessary
 - b. Do not use home agency credentials
2. Select name of partner from drop down list
 - a. If this is a single personnel resource leave blank
3. Select EMTF Call-sign from the drop down List
4. Enter your phone number
5. In the Menu bar in upper left corner select "Incidents"
6. Select the appropriate incident
7. To enter a patient:
 - a. Apply a TX Wristband to the patient
 - b. Scan wrist band
 - c. Select Triage Color
 - d. Enter patients demographics or scan their identification
 - e. Select Patient Type
 - f. Enter Chief Complaint
 - i. Enter the agency of the patient if this is a responder or personnel assigned to a fire incident.
 - g. Select "create"
8. Once the patient is entered you may now enter any applicable information such as vital signs and treatments
9. When disposition is determined select "Transport To"
 - a. Select the appropriate facility if the patient is being transported by EMS
 - i. If the facility is not listed in Pulsara select "Linked" in the upper right hand corner and select "TX-EMTF-Destination Pending" from the drop down.
 1. Call report direct to receiving facility to provide a pre-arrival report if the facility is not listed in Pulsara.
 - b. If this is a No Transport select "Linked" in the upper right hand corner and select "TX-EMTF-No Transport" from the drop down
10. Do not "Stop" the patient once the patient has been entered.