

ePCR FAQ's for logging in & crew information

Updated on: March 1, 2013

Question:

- How do I login to the application?

Answer:

- Open the application from your Workstation, Citrix Site, WebPcr, Etc...
 - Once you are there, ensure the "Company" is set to your agency then find your name in the crew list. Highlight your name and enter your password in the box. Typical format for agencies is currently your employee number, badge numbers, "F" Number, DID number, etc... followed by "epcr" (lower case)
 - Example: "12345epcr"
 - If you are logging into WebPcr your username is in the following format:
 - "jsmith" (first initial and last name)
 - Password: same as for workstation / desktop application (i.e.: "12345epcr")

The screenshot shows the TabletPCR login window. The title bar is blue with 'TabletPCR Login' and '3/1/2013 11:23:05 AM'. Below the title bar, there's a 'Company' dropdown menu set to 'Livermore Pleasanton FD'. Underneath, there's a 'User name:' section with a list box containing three entries: 'ADAMS, FRANCIS', 'ADMIN, LPFD', and 'ADMINISTRATOR, FIELD DATA'. The 'ADMINISTRATOR, FIELD DATA' entry is selected and has a blue checkmark icon to its left. To the right of the list box are navigation arrows. To the right of the list box is a 'Password:' label and an empty text input field. Below the password field are two buttons: 'Login' with a key icon and 'Cancel' with a blue arrow icon.

Question:

- What is required for crew setup?

Answer:

- In order to ensure that the correct crew is assigned to the PCR's correctly and you can retrieve the dispatched incident the following information must be entered at a minimum to avoid the red X later:
 - Unit Type
 - Vehicle Number (Must be for the unit you responded to the incident with)
 - Unit Radio Call Sign (Optional for identifying your Unit)
 - Crew information – All Fields (Role to be removed on 3-13-13)

Crew	
Shift Start Date	13:15:15 02/24/2013
Provider	Livermore Pleasanton FD
Dispatch Zone	
Unit Type	First Responder Non-Transport
Vehicle Number	E91 Engine
Unit Radio Call Sign	Eng. 91
Crew 1 Name	Rodgers, Steve
Crew 1 Signature	<Signature Obtained>
Crew 1 Member Level	<EMT-Paramedic>

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Question:

- Why is my crew different from when I set it up the first time?

Answer:

- The crew is stored on the local computer when created, if you login to a different computer there may be a crew you setup previously (check the date next to the crew info, that is when it was setup)
- **ACFD Citrix Users Only:**
 - For ACFD there are 2 servers for the department, if the first one is experiencing a heavy user load it will switch automatically to the secondary server. This is the same as logging in to another computer. The crew may be different if you had entered it previously.

Question:

- How do I change the crew if it is wrong on the PCR I created or open one with?

Answer:

- In the "Review" > "Crew" section of the PCR you can edit the crew information for that PCR only. If the current crew is incorrect you must change the "Current Crew" settings from the "Inbox" section.

The screenshot shows the TabletPCR interface. At the top, there is a blue header with the text 'TabletPCR' on the left and '3/1/2013 12:40:51 PM' on the right. Below the header is a navigation bar with buttons for 'Trip', 'Patient', 'Subjective', 'Objective', 'Vital Signs', 'Interventions', 'Outcome', and 'Review'. The 'Review' button is highlighted in blue. Below the navigation bar is a sidebar with buttons for 'Crew', 'Time Summary', 'Do Not Use', 'Narrative', and 'View ECG'. The 'Crew' button is highlighted in blue. The main content area shows a table with the following data:

Crew	
Shift Start Date	13:15:15 02/24/2013
Provider	Livermore Pleasanton FD
Dispatch Zone	
Unit Type	First Responder Non-Transport
Vehicle Number	E91 Engine
Unit Radio Call Sign	Eng. 91
Crew 1 Name	Rodgers, Steve
Crew 1 Signature	<Signature Obtained>
Crew 1 Member Level	<EMT-Paramedic>
Crew 2 Name	
Crew 2 Signature	<None>
Crew 2 Member Level	
Crew 3 Name	
Crew 3 Signature	<None>

At the bottom of the interface is a navigation bar with buttons for 'Inbox', 'Complete PCR', 'Help', 'Options', 'Attach', 'Previous', and 'Next'.