

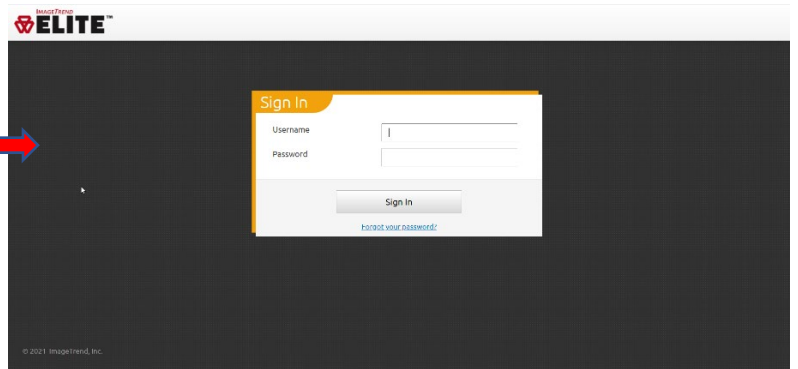
Purpose

This document is designed to as an instructional guide for EMS agency Primary MI EMSIS/NEMSIS Data contacts to verify EMS run reports completeness and quality. The instructions will work regardless of what software vendor the agency utilizes.

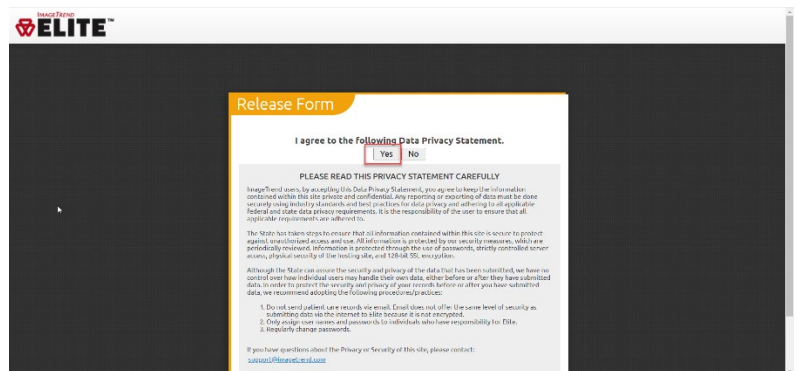
Instructions

1. Go to the MI-EMSIS website <https://www.mi-emsis.org/Elite/Organizationmichigan/>

2. Sign in
 - a. If you have never signed In, contact wagnerj4@michigan.gov



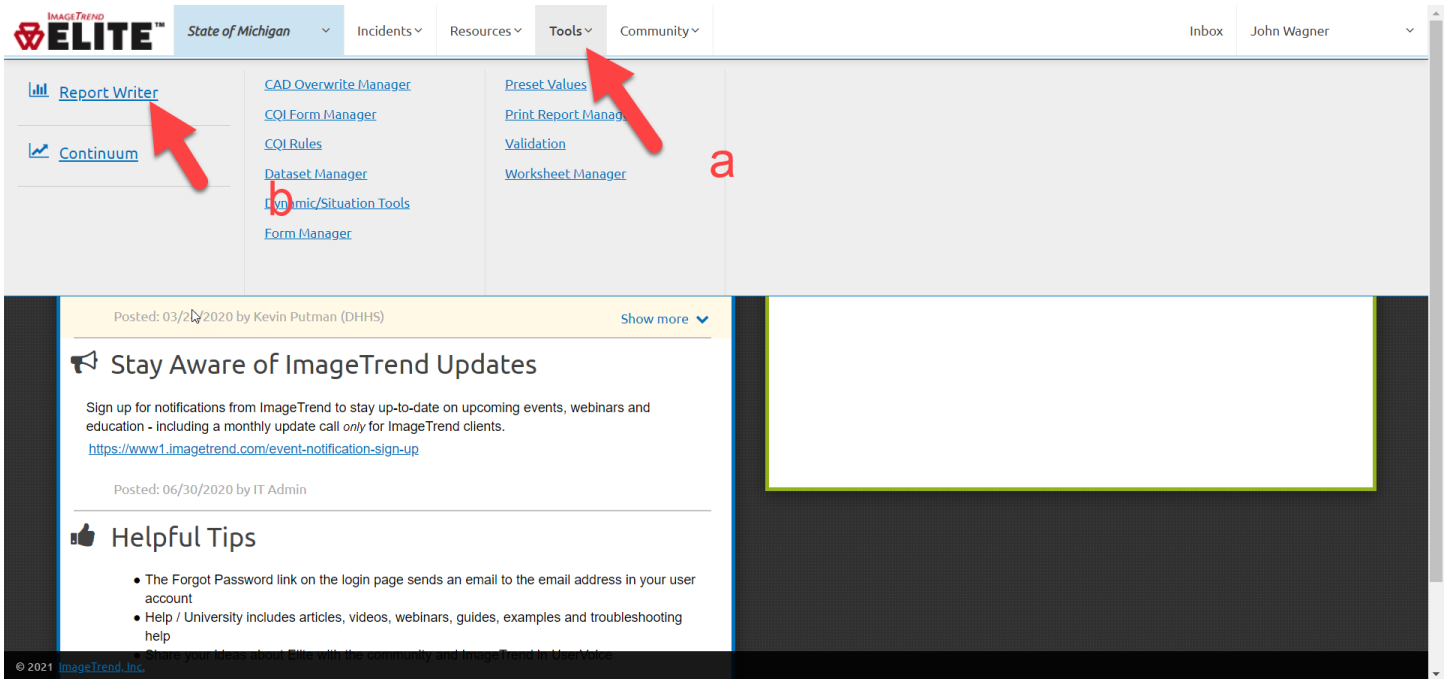
3. Agree to the Data Privacy Statement



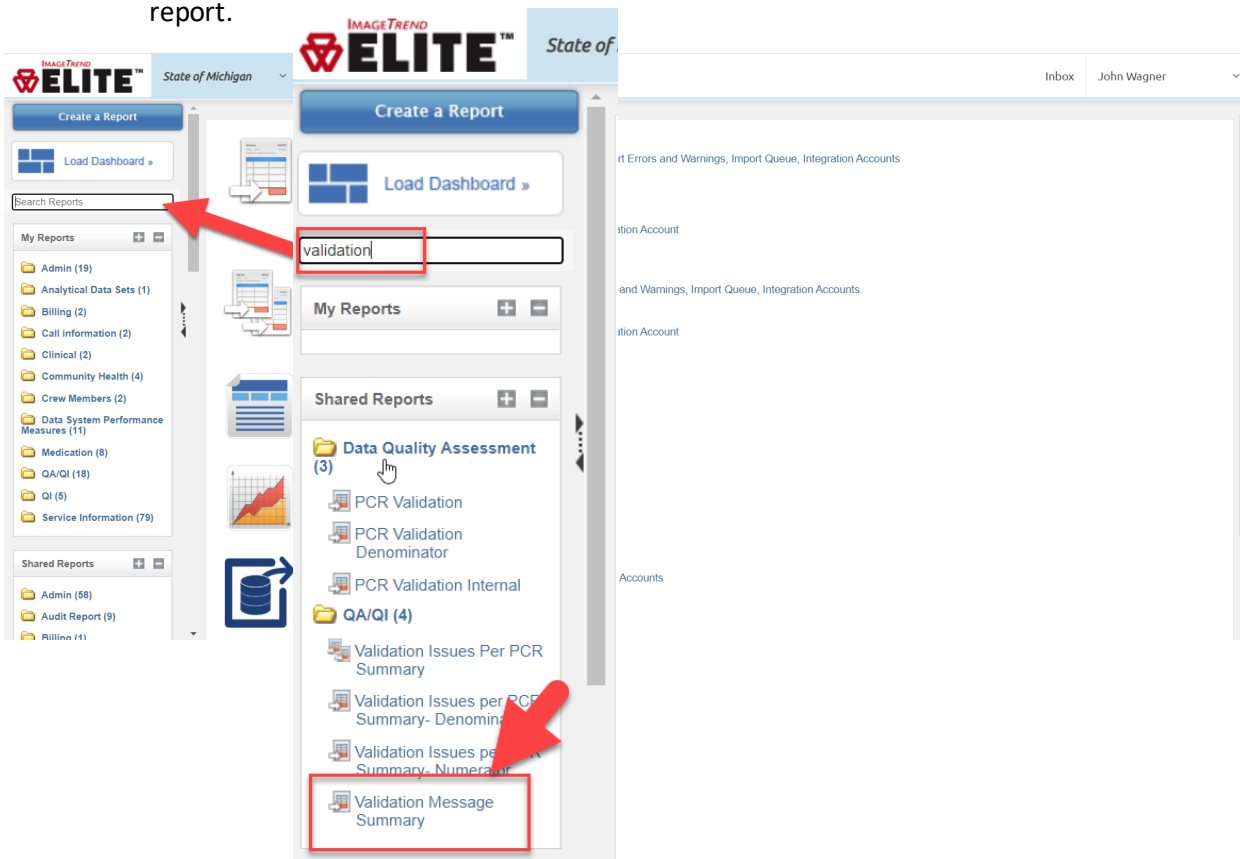
4. Once Signed In,

EMS Report Validation Instructions

- a. Click on Tools.
- b. Click on Report Writer.



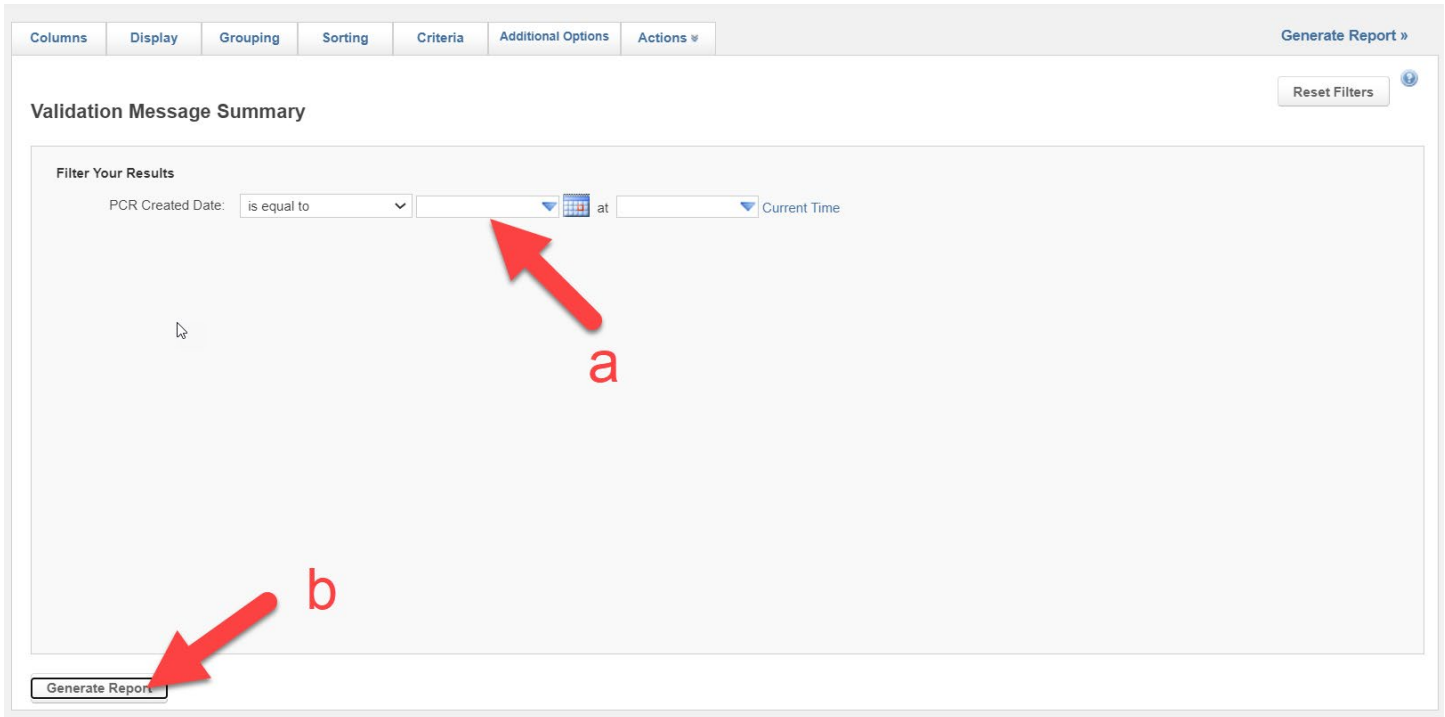
- c. The Report Writer page opens, Search Reports for "Validation" and find the **Validation Message Summary** report.



EMS Report Validation Instructions

Validation Message Summary (cont'd):

5. Select
 - a. Desired Date range.
 - b. Generate Report.



Results illustrates missing information that reduces validity scores or caused errors.

Severity	Validation Message	Count
Level: Medical First Response		
National	Alcohol/Drug Use Indicators is required field when Arrived at Patient is not blank or Incident/Patient Disposition indicates that a patient was encountered.	3
	Barriers to Patient Care is a required field when Arrived at Patient is not blank or Incident/Patient Disposition indicated that a patient was encountered.	3
	Complaint is a recommended field when there is a Patient.	3
	Crew Member Level is a required field.	3
	Crew Member Response Role is a required field.	3
	Estimated Body Weight in Kilograms is blank.	3
	Medical/Surgical History is a recommended field when Arrived at Patient is not blank or Incident/Patient Disposition indicates a patient was encountered.	3
	Medication Allergies is a recommended field when Arrived at Patient is not blank or Incident/Patient Disposition indicates that a patient was encountered.	3
	Time of Symptom Onset is a required field.	3
	Time Procedure Performed is a required field when Procedure is not blank and was not performed prior to this EMS unit's arrival.	1
State	Additional Response Mode Descriptors should be completed when the Response Mode is Emergent	3
	Arrived at Patient Date/Time is Required when a patient is encountered.	3
	Dispatch Priority should be completed for all immediate scene requests.	3
	Incident County is required on all incidents.	3
	Personal Protective Equipment Used (eOther 03) must be documented.	3
	A crew member must be entered for the procedure	1
	Role/Type of person performing procedure must be entered.	1
	Total:	45
	Total:	45

For questions or technical assistance reach out to Johnny Wagner, EMS Data Coordinator at wagnerj4@michigan.gov.