

Patient Form Configuration

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Forms are sets of questions that guide users through collecting and entering data to create records in EMTrack. There are several standard forms, including MCI Triage, Add Evacuee, Add Daily Patient, Vaccination, STEMI Assessment, Stroke Assessment - CPSS, Stroke Assessment - LAMS, Trauma Assessment, and Sepsis Assessment that are ready to use. However, these forms can also be copied and used as templates to create new forms or you can create completely new forms.

Library

- Address
- Allergies
- Appliances
- Backboard
- Chief Complaint
- Client Type
- Clothing
- Contaminated
- Disposition
- Driver License
- ...

Hospital Evacuation + Insert

Patient Details + Insert Delete

ID # + Add Delete

Alternate ID ID # Description Delete

Incident Involvement Select or search... Delete

Triage Category Unspecified Delete

- ☒ Unspecified
- ☐ Red
- ☐ Yellow
- ☐ Green
- ☐ Black

Administrators access and manage forms through System Settings. On the left, under Other Settings, locate and click Patient Forms to open the Forms Configuration page. Forms are presented alphabetically by Name and Type, and include details such as whether forms automatically generate and assign tracking numbers (Daily Tracking), form statuses (Active, Pending Changes, Visible, Default), and ownership. Forms can be re-ordered by clicking any column header.

Forms are copied, created, designed, and edited to meet the needs of an entire region or specific providers or roles within a region. Form availability by provider and/or role is specified when the form is created, and this cannot be changed afterward. Editing a form allows you to change the form Name and Description, select a form as the Default, and/or make the form Visible to end users.

Designing a form, on the other hand, allows you to select, configure, and arrange the questions or fields that will appear on the form. Form fields consist of one or more elements that determine what type of information will be collected, and you decide what information shows for these elements through configuration of the Show, Require, Label, and Tooltip options.

Some fields allow the user to select an option from a list. These options are configurable, and as such, require you to create the options by populating the associated data element.

Once design is complete, the form must be made Active to indicate that it is ready for use. When the time is right to make a form available to users, Active forms are made Visible and can then be selected through the Web or Mobile application.