

# Create a Summary View

Home > EMTrack > EMTrack System Settings > Create a Summary View



Authorized administrators can create new summary views of patient information.

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Track Lite Settings

Name

Description

**New Summary View**

Information Incident Types Provider Organizations Mobile Providers Division Labels

<input checked="" type="checkbox"/> Name	<input checked="" type="checkbox"/> Red	<input checked="" type="checkbox"/> Yellow	<input checked="" type="checkbox"/> Green	<input checked="" type="checkbox"/> Black	<input checked="" type="checkbox"/> White	<input checked="" type="checkbox"/> Unspecified
<input checked="" type="checkbox"/> AFB Mass Casualty Event	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Decon Operations						
<input checked="" type="checkbox"/> Generic Tracking	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Hospital Evacuation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Multi Casualty Incident	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> POD Site						
<input checked="" type="checkbox"/> Public Health	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Shelter Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Special Event	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Save Cancel

## To create a view

1. On the upper right, click **System Settings**.
2. On the left, under *Other Settings*, click **Summary Views**.
3. In the *Available Summary Views* section, click **New Summary View**. The *New Summary View* page opens. The page includes tabs for information, incidents, provider facilities, mobile providers, and labels. Each tab also shows triage categories as the table's column headers.
4. Enter the **Name**.
5. Enter the **Description**.
6. On the **Incident Types** tab:
  - a. Select the incident types to include in the view.
  - b. Select the triage categories (columns) to include for all incident types.
7. On the **Provider Organizations** tab:
  - a. Select the facility providers to include in the view.
  - b. Select the triage categories (columns) to include for all facilities.
8. On the **Mobile Providers** tab:
  - a. Select the mobile providers to include in the view.
  - b. Select the triage categories (columns) to include for all providers.
9. On the **Division Labels** tab:
  - a. Select the labels to include in the view.
  - b. Select the triage categories (columns) to include for all labels.
10. Click **Save**.