

EMResource Quick Reference Guide

Link to EMResource **LIVE** website (use for real events or as directed for drills):

<https://emresource.juvar.com/emresource/login>

Link to EMResource **DEMO** website (use for practice):

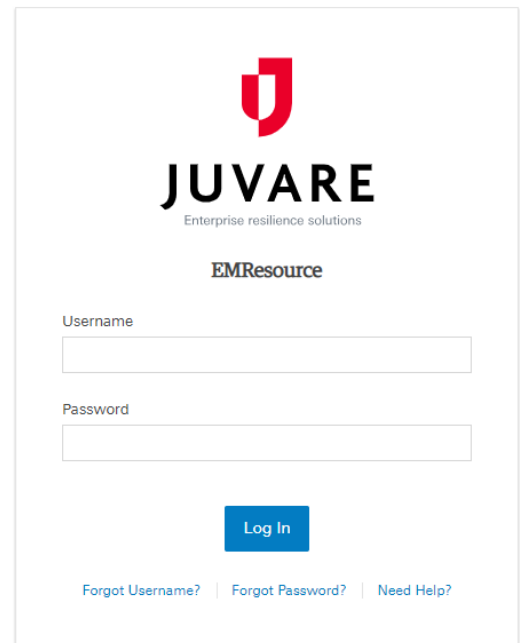
<https://emresource.demo.juvar.com/emresource/login>

There are 3 actions an organization can take:

1. Submit a Situation Report (SitRep) → this is the only action that will **alert** the Medical Health Operational Area Coordinator (MHOAC)
2. Change organization status
3. Write a comment

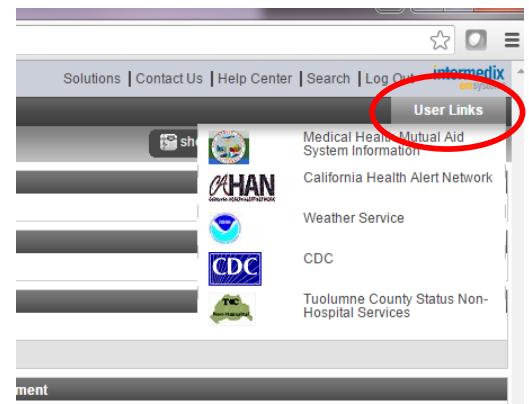
Logging In

Login username and password are the same for both the live site and demo site. Each facility has a unique username and password that may be shared among staff as necessary.

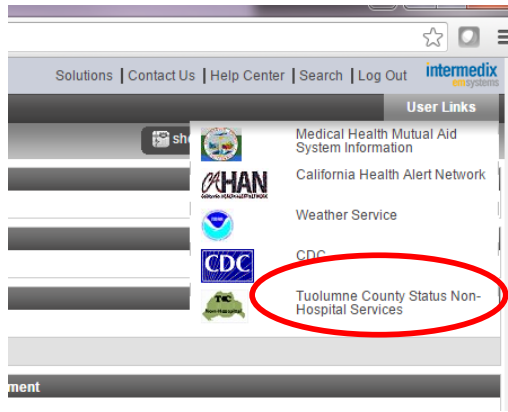


Submitting a Situation Report (SitRep)

1. Make sure all pop-up blockers are disabled. The SitRep form will need to pop-up in a new window.
2. Click on the “user links” tab in the top right corner of the screen.



- Click on the “Tuolumne County Status Non-Hospital Services” report.



Note: Adventist Health Sonora will choose “Tuolumne County Status Hospital Services”

- The Sit Rep will pop-up in a new window. Complete and submit form.

Tuolumne County Status Non-Hospital Services

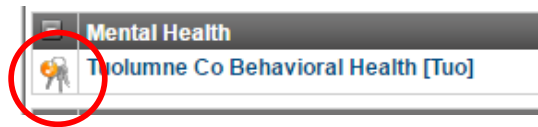
Complete the following form and submit to MHOAC.

<p>1. Date * <input type="text" value="mm/dd/yyyy"/></p> <p>2. Time - use 24 hour clock * <input type="text"/></p> <p>3. Name of incident * <input type="text"/></p> <p>4. Description of event <input type="text"/></p> <p>5. Event Type * <input type="text" value="Choose one..."/></p> <p>6. Name of Clinic * <input type="text" value="Choose one..."/></p> <p>7. Report Type * <input type="text" value="Choose one..."/></p> <p>8. Pronosis * <input type="text" value="Choose one..."/></p> <p>9. Primary Contact Name * <input type="text"/></p> <p>10. Contact Phone * <input type="text"/></p> <p>11. Fax <input type="text"/></p> <p>12. Cell <input type="text"/></p> <p>13. Contact email <input type="text"/></p> <p>14. Alternate Contact <input type="text"/></p> <p>15. Other alternate contact info <input type="text"/></p>	<p>16. Have you initiated an Incident Command Center * <input type="text" value="Choose one..."/></p> <p>17. Contact for Incident Command <input type="text"/></p> <p>18. Estimate of patients, clients or staff ill or injured <input type="text" value="1"/></p> <p>19. other info <input type="text"/></p> <p>20. Incident Type * <input type="text" value="Choose one..."/></p> <p>21. Are you evacuating <input type="text" value="Choose one..."/></p> <p>22. Overall Facility Status * <input type="text" value="Choose one..."/></p> <p>23. Resources needed <input type="text"/></p> <p>24. Resources Available <input type="text"/></p>
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- Once you submit your Sit Rep, it will be sent to the MHOAC. Consider changing your status and leaving a comment, as well, so others in the Operational Area may be aware of current events.
- After submitting a Sit Rep, you should make a phone call to the MHOAC to ensure receipt of your Sit Rep.

Updating Status & Leaving a Comment

1. Click on the keys to the left of your facility's name.



2. Change status and/or leave a comment as desired. Click save.

Update Status

[Show All Statuses](#)

Tuolumne Co Behavioral Health [Tuo]

Select the statuses to update (unchecked ones will not be changed):

Psych Facility Status: Operational Facility Status for Psychiatric Facilities

- Fully Functional:** Facility is fully functional
- Not Functional:** Facility is NOT functional.
- Partially Functional:** Facility experiencing limited functionality


Comment:

Water line burst on main floor. Building evacuated.

[Show All Statuses](#)

Save
Cancel

3. Please note: Changing your facility's status or comment will NOT alert the MHOAC or partner facilities. Only submitting a Sit Rep will alert the MHOAC. The only way someone will see a status or comment change is if they are logged in and looking at EMResource.

<p>MHOAC <i>Medical Health Operational Area Coordinator</i></p> <ul style="list-style-type: none"> ✓ Report unusual events ✓ Report Health & Medical Emergencies ✓ Request Resources <p style="margin-top: 20px;">Tuolumne Co. Health Department (TCHD): 209-533-7401 Nights/weekends/holidays Duty Officer: 209-533-8055 Fax: 209-533-7406</p> <p>EMS Coordinator - Clarence Teem, <i>MHOAC</i> County Health Officer - Dr. Bob Bernstein, <i>MHOAC alternate</i> EMS Medical Director - Dr. Kimberly Freeman, <i>MHOAC alternate</i></p> <p>The MHOAC is required to complete a Situation Report within 2 hours of incident recognition & forward to Region IV. The Region IV staff notifies the California Department of Public Health &/or the EMS Authority.</p> <p>Link: https://emresource.juware.com/login</p>	<div style="text-align: center;">  </div> <p>Definition of Unusual Event:</p> <ul style="list-style-type: none"> ▪ The incident significantly impacts or is anticipated to impact public health or safety ▪ The incident disrupts or is anticipated to disrupt your facility's services and/or the Public Health and Medical system ▪ Resources are needed or anticipated to be needed beyond the capabilities of the Operational area (including those resources available through existing agreements) ▪ The incident produces media attention or is politically sensitive ▪ The incident leads to a Regional or State request for information OR ▪ Whenever increased information flow from the Operational Area to the State will assist in the management or mitigation of the incident's impact. <p style="font-size: small; margin-top: 10px;"><i>Source: EOM 2011, (Emergency Operations Manual, CDPH, EMSA)</i></p>
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