Hospital Dashboard Quick Reference Guide: For Users

This guide is available for individuals working at hospitals who will be accessing the Hospital Dashboard to view information about incoming patients.

This document provides a quick overview of the most common tasks that Hospital Dashboard users will need to do in the Hospital Dashboard.

Overview of the Hospital Dashboard

The Hospital Dashboard is a Web-based application that allows your hospital to view the information for patients who are being brought in by EMS agencies. Once an agency has filled in enough information, their run form information will appear on your Hospital Dashboard to help you prepare for incoming patients.

The Hospital Dashboard is primarily divided into two sections: the *Search* tab and the *Recent Arrivals* tab. The *Recent Arrivals* tab allows you to display runs arriving at your hospital for a specific span of time (e.g., in the last 12 hours) while the *Search* tab displays a longer list of runs and allows you to view more information.

Accessing the Hospital Dashboard

The Hospital Dashboard is accessed through the EMS agency's Service Bridge website or through the state's State Bridge website. You will need to acquire this website URL from the EMS agency or the state. Once you have a profile set up within that system, you will have the ability to log in and view incoming and past runs from the EMS agency that are coming to your hospital.

1. In your Web browser (e.g., Internet Explorer, Firefox, Chrome), go to the website URL for the Service Bridge, State Bridge or Rescue Bridge.
   The *System Login* page appears.

SYSTEM LOGIN

Username:

Password:

Submit

CLICK HERE
IF YOU FORGOT YOUR PASSWORD
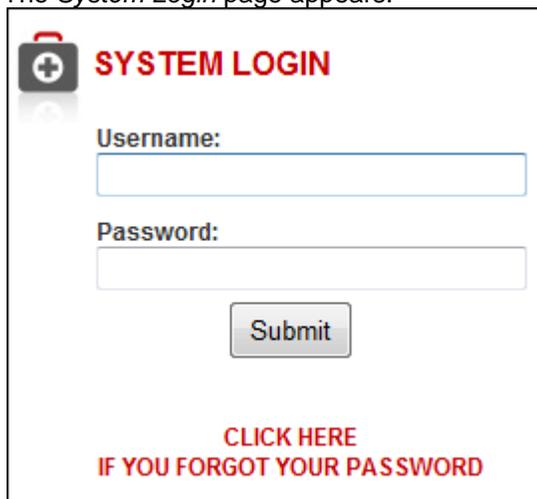
2. In the *Username* text box, type your username.
3. In the *Password* text box, type your password.

   💡 **HINT:** You should be provided this information by the EMS agency, the state or the administrator for the Hospital Dashboard from your hospital.
4. When finished, click *Submit.*
   A data privacy statement appears.

5. Read the statement and click *Yes.*
    The Service Bridge system is opened.
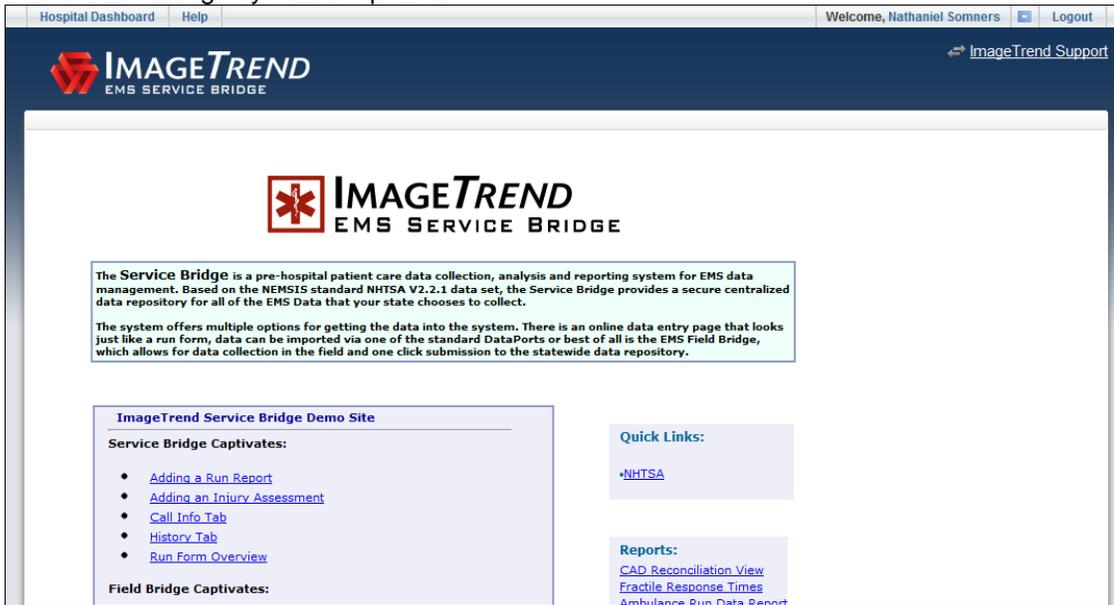
6. From the top toolbar, click *Hospital Dashboard.*
    The Hospital Dashboard opens in a new window, with the *Search* tab displayed.

Viewing the Recent Arrivals

The *Recent Arrivals* tab allows you to view a list of all patients who have arrived at your hospital within a certain time period.

1. From the Hospital Dashboard, select the *Recent Arrivals* tab.
    The list of recent arrivals appears.

2. To view specific information about a particular incident, click the corresponding *PDF* icon .
    The report appears in a new window.

3. To view a different report, from the *Report* drop down menu, select the desired report.
4. To view any additional information about this run report (i.e., attachments, addendums, history or QA/QI notes), click the appropriate link.

5. To view the history of the run, click the corresponding *History* icon .
    The *Incident History* window appears.

PCR Record Information

Validity: 92%	Call #: Test100624-0211	Service: ImageTrend Fire Department (DO NOT CHANGE)	Entered: 06/24/10 by Service Admin
Status: In Progress - Unlocked	Incident #:	Patient: Eurysm, Ann A	Updated: 06/24/10 by Service Admin
		Responding Unit: E-1 - 1523	

Date and Time	History Type	History Origin	Description
06/24/10 03:16:00 PM	Viewed Run	ServiceBridge	User:Service Admin
06/24/10 03:06:08 PM	Viewed Repeat Patients	ServiceBridge	User:'Service Admin'

Close