

Transition Process for Florida

EMSTARS version 1.4 to NEMSIS version 3

This document describes the steps for transitioning from submitting EMSTARS 1.4 data to NEMSIS version 3 data. There are three phases for the transition process. Phase 1 included all the activities prior to submitting data. Phase 2 includes demographic and reviewing warnings. Phase 3 includes events and reviewing warnings. Once all three phases are complete, the agency is considered a version 3 submitting agency.

Phase 1

All activities in phase 1 must be completed before moving to phase 2. All these activities can occur in any order.

Develop a Transition Plan

Get with you vendor and determine what the necessary steps are to transition from the current EMSTARS format to the NEMSIS v3 format.

This will vary by vendor.

Complete Submissions of Current Version data

If you are currently submitting EMSTARS 1.4 data, please submit all the data that you have collected with this version. Once that is done, please coordinate with the Florida department of Health to transition to NEMSIS version 3.

Create a Web Service account

Version 3 data is submitted by your ePCR software without any intervention by agency personnel. The ePCR vendor will need a web service account to submit the data. The web service account is created on EMSTARS CDX website just like any other user. (The password should be updated as with other user passwords according to that agency's settings.)

How to set a Web Service user in EMSTARS CDX

1. Log into EMSTARS CDX <https://triptix.intermedix.com/TripTixCDX/login/ems/FL>
2. Click on the "Accept Security" button
3. Click on the "Administration" tab
4. Click on the "Users" tab
5. Click on "+ Create User"
6. For First Name: Type in "*AnyCityFire*" for Web-Service, then your agency name. e.g. "*AnyCityFire*"
7. For Last Name: Type "WebService" then hit the "Tab" key on your keyboard.
8. Change the Username to "*AnyCityFire*WebService"
9. Make sure Username is available by clicking on the "Check Availability" button on your screen.
10. Fill in your mobile and email information
11. Click on "+Add Departments"

12. Check the square button for your department and click “Add Departments”
13. Click on “Groups”
14. Now Click on “+Add Groups”
15. Go to the bottom of the drop down list for “Add Groups” and check “Upload XML Files”
16. Click on “Add Groups”
17. Finally, click on the “Save” button at the bottom of the screen.

The web service account will require upload xml files permission aside from the default permission of user.

We also recommend that the email used to create the account be an email for the agency instead of a vendor email.

[Get Web Service ID](#)

The agency will need a web service id used to submit data. This is a number that the ePCR vendor will need to submit data. This id must be requested from the Florida Department of Health’s Health Information Policy and Analysis Section.

[Change Version Indicator on CDX](#)

On the day that NEMSIS 3 data will be submitted, your agency must notify the state to change the format from EMSTARS 1.4 to NEMSIS v3 before you submit. If the format indicator is not changed on CDX site, the file will be rejected and must be resubmitted after the version indicator is updated.

[Phase 2](#)

After Phase 1 is complete, next phase is submitting demographics

[Submit Demographics](#)

Agency demographic data must be submitted prior to submitting any EMS incident data. Refer to the Florida EMS Data Dictionary for list of elements.

Demographic submission will vary in how it is initiated depending on your ePCR software. If you do not know how to initiate a demographic submission, please contact your ePCR vendor on how this is done.

[Review Demographic Results](#)

After the submission is complete, get with a member of the HIPAS to review the results from the demographic submission. All warnings issued will be reviewed and must be resolved prior to submitting any ePCR events/incidents.

Repeat phase 2 until all warnings are resolved.

[Phase 3](#)

After Phase 2 is completed, the next phase is submitting event/incident data.

Submit Events

Submit ePCR data to the state through your ePCR software.

Most submissions are handled automatically and will not require any intervention by any agency personnel. Any questions on initiating the submission must be addressed to your ePCR vendor.

Review Event Errors

Once a submissions start coming in, agency personnel and HIPAS personnel will review the warnings issued to determine if ePCR software modifications are needed for defaults and value choices.

Once all phases are complete, the agency can submit ePCR data at will. Demographic data must be submitted at least once per year.