MCFRS Tech Training – Using Elite for EMT Field Practice Reports
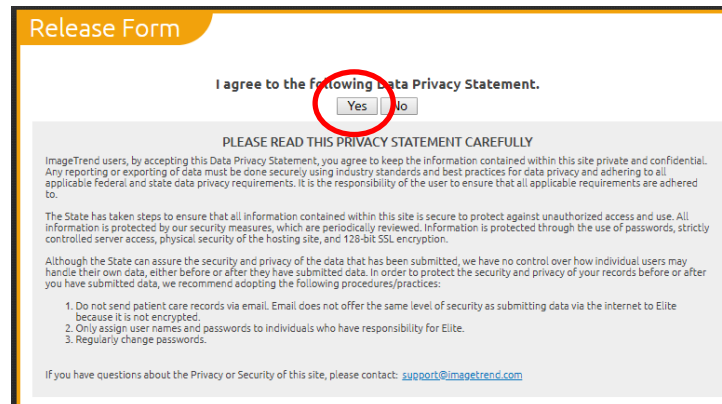
Background

There are two versions of Elite: Elite (the desktop version, which we're not using much) and Elite Field (the version on apparatus Toughbooks and the one you will use for practice reports).

Logging In

- Run Google Chrome on your computer.

- Go to https://www.mdemeds.com/Elite/. You will see the login screen with a yellow border. (Yellow is the desktop version.)

- Log in with the practice user account provided during class (**emtstudent**) and the current password **27PSTA$ (case sensitive)**

  DO NOT CHANGE OR ATTEMPT TO RESET IF YOU HAVE ISSUES LOGGING IN, STOP AND NOTIFY YOUR INSTRUCTOR

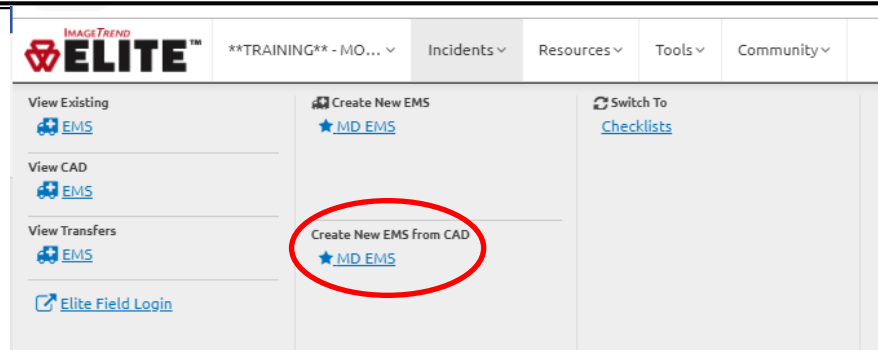- Click **Yes** to agree to the privacy statement.

- There will be a popup window "Announcements", do not do anything with that popup but instead Click the **Incidents** menu button.
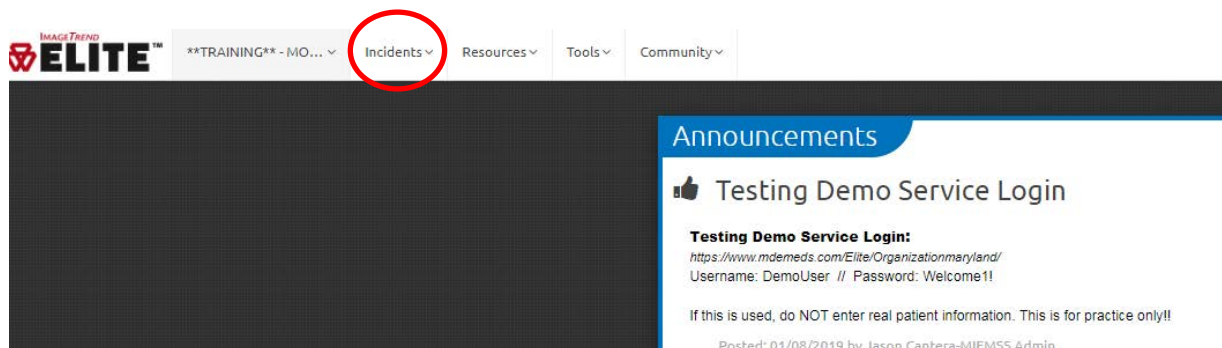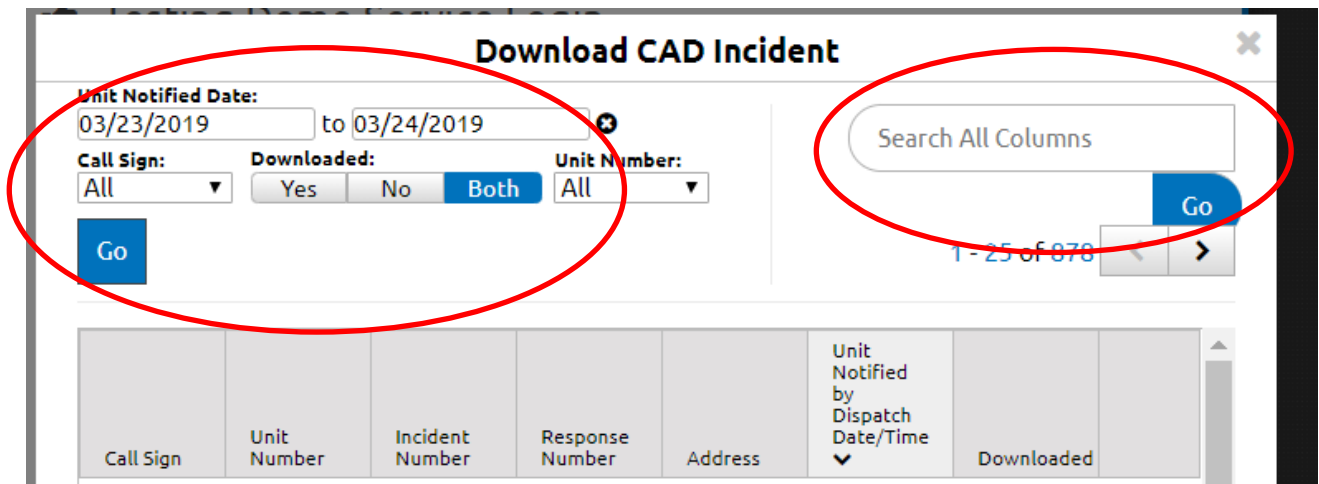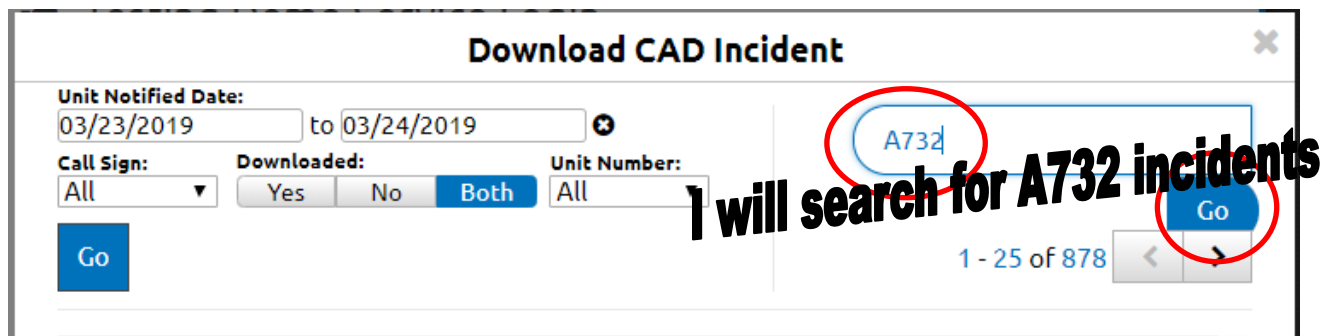

- Click to select **Create New EMS from CAD ⭐ MD EMS**

- A new window will appear **Download CAD Incident**
- Type in your unit # in the Search All Columns and click on the blue "Go" button directly under it or search by date range and click on the blue "Go" button under it.

- Select and click on Download from for the incident you need to open and write a report for.

- You will get a new pop up window with the incidents listed for the unit queried (i.e. A732)

- Click on the Download Icon for the incident you wish to open and write

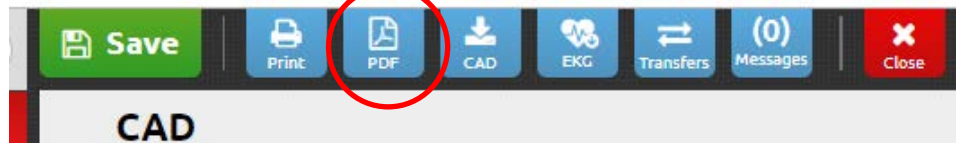- After a couple of "loading screens" your Incident report will open on the screen for you to then complete.

Making a PDF of Your Practice Report to Send to Your EMT Instructor

- Write your report. Once your report is done and you are ready to submit,

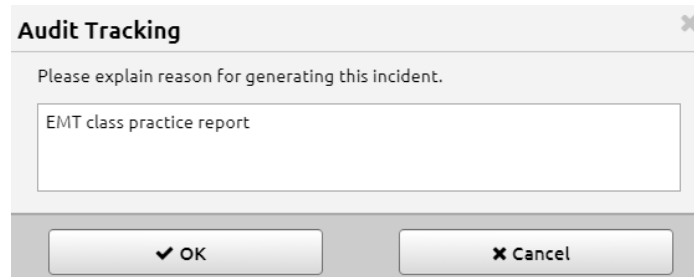- Click the **PDF** button, located at the top of the screen

- Click the **MD: Hospital Report** button on the resulting pop-up window.

- Type the following as reason when/if prompted: **EMT class practice report** and click the **OK** button.

- Wait for Elite to create and load the PDF on-screen.

- Right-click the report to access the pop-up window and select **Save As**.
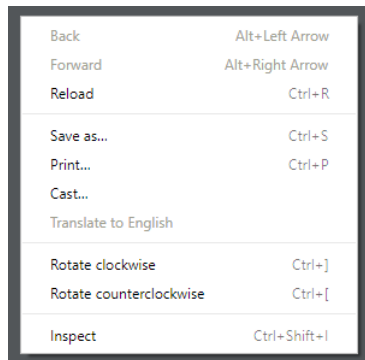
- Save the file somewhere on your computer with the following naming convention:

Naming Convention	Example
Class_Number FDID Report_Number	152 AA1234 Report 1.pdf

- From the EMT Class Home Page https://www.montgomerycountymd.gov/mcfrs-psta/emtclass.html

  Click on the "Link for the EMT Student to Submit their eMeds pdf"

  Fill in the form, attach the pdf and submit.

EMT Internship eMeds Submission

Begin typing any part of your name then select the appropriate option.

Enter your email address *

example@example.com

Incident # *

F1900_____

Date of Internship Incident *

03-24-2019

Date

eMeds Incident Submission *

Browse Files

(PDF format)

Submit

Admin only