

# WebEOC - MCI Patient Transfers Board

WebEOC Support: support@ncttrac.org

## ① Accessing the MCI Patient Transfers Board

- Login to WebEOC.
- Click on the **TSA-E MCI Toolkit** board link in the Control Panel.
- Click on the **View** button next to **MCI Patient Transfers** board.

## ② Navigating in the MCI Patient Transfers Board

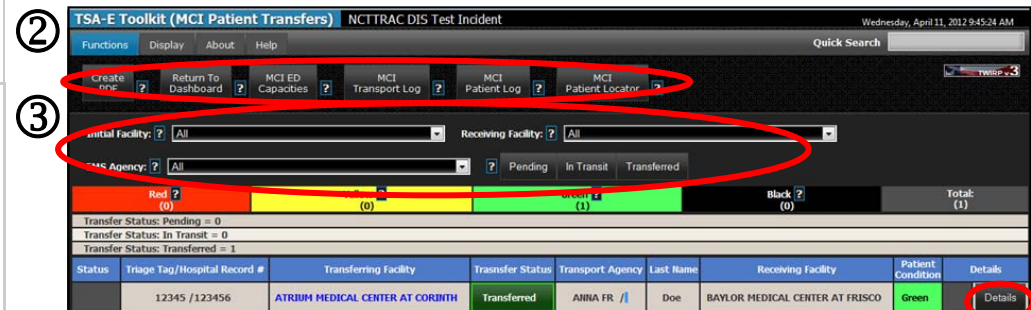
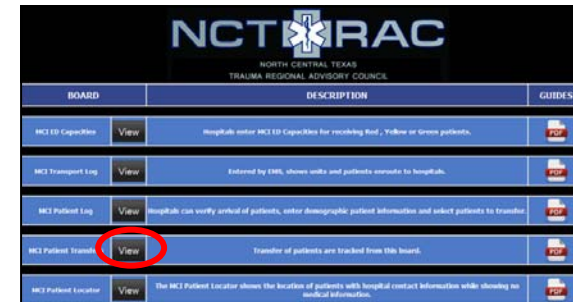
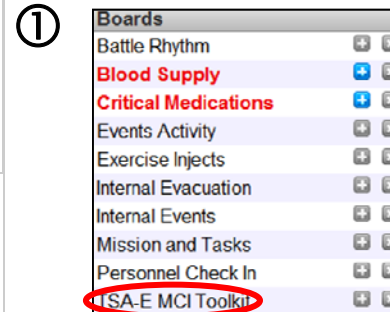
- Click on the **Create PDF** button to create a pdf file of the **MCI Patient Transfers** board.
- Click on the **Return To Dashboard** button to go to the **MCI Toolkit** (Dashboard).
- Click on the **MCI ED Capacities** button to go to **MCI ED Capacities** board.
- Click on the **MCI Transport Log** button to go to **MCI Transport Log** board.
- Click on the **MCI Patient Log** button to go to **MCI Patient Log** board.
- Click on the **MCI Patient Locator** button to go to **MCI Patient Locator** board.

## ③ Filtering by Initial Facility, Receiving Facility, EMS - Agency, Pending, In Transit, Transferred Patients

- Select the Initial Facility in the **Initial Facility** pull down menu. (Note: by default all of the facilities in the region are displayed)
- Select the Receiving Facility in the **Receiving Facility** pull down menu. (Note: by default all of the facilities in the region are displayed)
- Select the EMS Agency in the **EMS Agency** pull down menu. (Note: by default all of the agencies in the region are displayed)
- Click on the **Pending** button to show all patients that are pending. (Note: by default all patients are displayed)
- Click on the **In Transit** to show all patients that are in transit. (Note: by default all patients are displayed)
- Click on the **Transferred** to show all patients that have been transferred. (Note: by default all patients are displayed)

## ④ Displaying details for a patient in the MCI Patient Transfers Board

- Click on the **Details** button to view the details for patient.



④