

# EMTrack Quick Reference



**Use for Mass Casualty /  
Medical Surge Events**

**Re-Scanning a Tracking ID  
allows you to amend  
or update a record**

**Disposition / Discharge  
Patients when admitted or  
discharged**

Open EMTrack



Login with PIN or Password



Select Intake Form

(Basic = quick / Detailed = more)



Select an Incident

(If none match use Monthly Default)



Scan / Enter Tracking ID



Add Demographics when  
able (Detailed Form)



Disposition / Discharge