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| **Emergency Department Job Aid**  **For Patients During Quarterly Triage Day (QTD)** | |
|  | During the hours of **8PM to Midnight (7/17) and 8AM to Noon (7/18), *activate your ED’s MCI Radio***.   * Have the **MCI Radio monitored continuously** during those hours   + **All EDs must actively LISTEN to MCI Radio**   + (There are **NO** alert tones on MCI Talk groups) * Expect brief, MCI-style Radio Calls * **Ensure** that **each ED** has **personnel** who can **enter patients into Juvare EMTrack** and **update ED Triage Categories in Juvare EMResource** |
|  | **The MCI Talk Group is used by ALL EDs – you must *LISTEN CAREFULLY* for your ED to be called** |
|  | Log on to Juvare EMTrack and find the Incident for this QTD – **EVERY Treatment Tag must be scanned into EMTrack** |
|  | **Update the Juvare EMResource Triage Categories for your ED at least every 8 hours** |
|  | Assess and treat the patient |
|  | **Attach appropriate color Triage Ribbon to EVERY ED Patient**   * Select SALT Triage Category based on actual patient condition |
|  | **Each ED nurse must completely** **fill out at least one GREEN** ~~Triage~~ **Treatment Tag during their shift:**   * Do not use White Tags – those are only for real-world incidents * Put in name, gender, allergies, age * Indicate on the diagram anatomical location of injuries or illness * List type of injury/illness in the “Injury Key” * Fill out vital signs and triage category on the bottom of the Treatment Tag |
|  | On the **opposite** side of the **Treatment Tag**:   * Indicate treatments * Brief notes (similar to what you would do in an actual MCI) |
|  | **Use the Triage Ribbon to attach the Treatment Tag** |
|  | ***Scan EVERY*** Treatment Tag **into Juvare EMTrack**   * **All tags** go into Juvare EMTrack whether applied **by EMS or ED** * **If EMS entered patient** in Juvare EMTrack, the **ED should update that patient**, indicating arrival |
|  | Patients in **Juvare EMTrack** are used to track **hospital participation** |