

San Joaquin Operational Area Healthcare Coalition  
EMResource Healthcare Facility Status and Interagency Situation Report Instructions  
(Only use EMResource for submitting reports when WebEOC is down)

1. Log onto the EMResources website <https://emresource.emsystem.com/login.jsp>
2. Enter your Username and Password (Figure 1).



Figure 1

3. Click on “User Links” in the upper right side of the screen and select the applicable report icon (hospital, clinic, behavioral health, long term care or Interagency) from the drop down menu (Figure 2).

**Note 1:** you will only see the icons for the forms that you have permission to submit.

**Note 2:** your computer must be setup to allow pop-ups from this site to be able to access the reports.

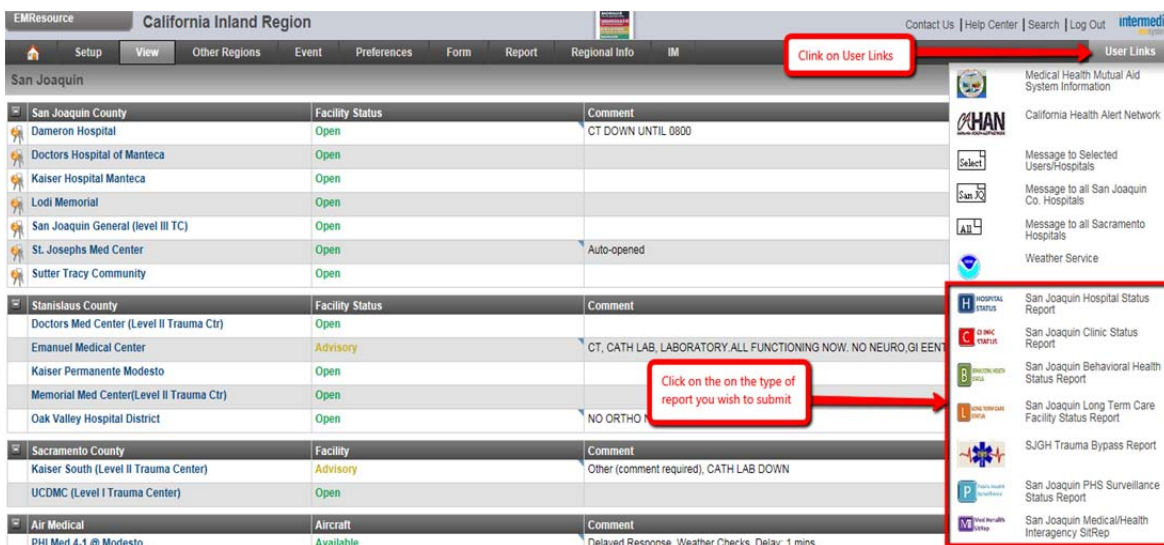


Figure 2

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- Complete the report form (Figure 3).

**San Joaquin Hospital Status Report**

**Instructions**  
Complete the following about your hospitals current status.

**Facility and Incident Overview**

- \* 1. Event Type:
- \* 2. Name of Hospital:
- \* 3. Date:
- \* 4. Time (Use 24-hr clock):
- \* 5. Report type:
- \* 6. Incident Type:
- \* 7. Prognosis:
- \* 8. Provide brief description of situation:
- \* 9. Overall facility Status:

**Primary point of contact**  
Enter the current primary point of contact information for follow up questions or when additional information is needed. Enter phone numbers as 10-digit numbers, i.e.: xxx-xxx-xxxx.

- \* 10. Contact Name:
- 11. Contact HICS Position:
- \* 12. Contact Phone:
- 13. Contact Fax:
- \* 14. Contact Cell Phone:
- 15. Contact Pager:
- \* 16. Contact Email:

**Hospital Command Center Activation Information**

- \* 17. Is HCC Activated?:
- \* 18. HCC Phone:
- 19. HCC Fax:

Figure 3

- Click on the “Submit Form” button located at the bottom of the report form (Figure 4).

**Resources available**  
Describe resources available at your facility and deployable to other health care facilities. For example: doctors, nurses, support staff, pharmaceuticals, beds, vents, medical supplies, blood, communications equipment, etc.

44. Resources available:

Figure 4