



Kentucky Board of Emergency Medical Services

Kentucky State Ambulance Reporting System  
Instructional Document: Notification of "0" Incidents  
March 1, 2016

1. Open the KStARS website using your Internet browser (Chrome or Firefox preferred) and enter <http://kemsis.kbems.kctcs.edu/elite> and enter your KEMSIS username and password. If you have forgotten your password, use the link below the Sign In button to self-initiate a password reset.

**Welcome to K-Stars**

The Kentucky State Ambulance Reporting System (KStARS) is the electronic Prehospital Care Reporting (ePCR) component of the Kentucky Emergency Medical Services System (KEMSIS). This application is used to collect run reports both individually and in bulk for services using other ePCR solutions.

**Elite™ Sign In**

Username  
jgage

Password  
.....

Sign In ➔

[Forgot your password?](#)

Note: ImageTrend is unable to provide users with permissions based requests (i.e. Active or Lock Status changes, Usernames, Passwords, Permission Level Changes, etc.). Please contact your Administrator if you need further assistance.

[Elite Field Sign In](#)

**Kentucky Board of EMS**

**CERTIFIED NEMSIS 3 COMPLIANCE**

ImageTrend Elite™ was the first to be certified compliant with NEMSIS 3 for both Receive & Process and Collect Data standards. The platform was designed for enhanced connectivity among care providers and health information exchanges.

**IN-DEPTH REPORTING & ANALYSIS**

Your data utilization is maximized through advanced reporting and analysis tools incorporated in the Elite platform. Data aggregated from multiple sources helps create a complete picture of healthcare delivery for informed medical decisions.

2. After logging in, click the Agency menu then Agency Information.

System Level  
[System](#)

Recently Viewed Agencies  
[System](#)  
[MED TRANS OF SOMERSET DBA SOME... \(1523\)](#)  
[UNIVERSITY AIR CARE \(7005\)](#)

EMERGENCY! (Test Age... (9999) Administration  
[Agency Information](#)  
[Users](#)  
[Configuration](#)  
[Elite Field Configuration](#)  
[Data Exchange](#)

3. Click the No Incidents to Report tab.

**Agency Information**

**Note:** This Agency is linked with 'Licensure'.

## EMERGENCY! (Test Agency)

! Details | Service Area | ! Statistical Year Info | **No Incidents to Report**

Unique State ID: 9999

Agency Number: 9999

4. Click the New button.

**Agency Information**

**Note:** This Agency is linked with 'Licensure'.

## EMERGENCY! (Test Agency)

! Details | Service Area | ! Statistical Year Info | No Incidents to Report

No EMS Incidents ⓘ

**+ New** | x Delete

Year	Month	User Updated	Date Updated
<i>No statistics have been added for this agency</i>			

- After clicking the New button in Step 4, you will be able to add an entry for the year and month when no incidents occurred. Note: The current year and month will always be the default. Pay attention to select the correct year and month before clicking the OK button.

Agency Information

Note: This Agency is linked with 'Licensure':

### EMERGENCY! (Test Agency)

Details \* | Service Area | Statistical Year Info | No Incidents to Report

No EMS Incidents ⓘ

+ New | Delete

Search all Columns

1-1 of 1

Year	Month	User Updated	Date Updated
2016	January		

OK Cancel

- Confirm your entry by reviewing the list of entries.

No EMS Incidents ⓘ

+ New | Delete

Search all Columns

1-1 of 1

Year	Month	User Updated	Date Updated	
2016	January	Drew Chandler	3/1/2016	Edit