Getting Started with Emergency Medical Services and Trauma Registries (EMSTR) – Process Flowchart

Start here!
Is your facility registered in EMSTR?

UNSURE → Contact your supervisor or EMSTR support at *injury.web@dshs.texas.gov* for confirmation.

YES → Register in Identity and Access Management (IAM) Online as an additional user; review our **Registering as a New User** guide

NO → Register in IAMOnline as a new facility; review our **Registering a New Facility** guide

Register and activate your account

Sign the Acceptable Use Agreements (AUA) for both User and Web Service Accounts (for new EMS Facilities)

Request access to the EMSTR application & desired role

Instructions for these steps and role types are detailed in the registration guides linked above. If you encounter any issues, contact EMSTR support at *injury.web@dshs.texas.gov.*

Upload data to EMSTR
How does your facility submit data?

UNSURE →

"Manual Entry" means you input all patient data into EMSTR directly.

"Software Product," (typically for hospital) also called *"file upload,"* means a software vendor packages an XML file that you then upload to the Registry.

"Third Party Vendor" (EMS only) means an external vendor submits Web-Service (payloads) of data on your behalf

MANUAL ENTRY → Review our **Online Submission** guide for instructions. (pages 24-40)

SOFTWARE PRODUCT → Review our **File Upload** guide for instructions. (pages 20-30)

THIRD PARTY VENDOR → Review our **Web Services Account** guide for instructions.

Monitor your data submissions
*Review our **SHARP Reports User Guide** to learn how DSHS data analytics tools can help you keep track of your submission status.*

Any questions or issues? Contact us at *injury.web@dshs.texas.gov*.