

SIMEX EMT MDS ExCon Instruction

MDS Reporting Process

1. All forms and tools of MDS are available at MDS Gateway
 - a. <https://www.mdsgateway.net/sim>
2. EMT will submit the daily report by the Excel tool(MDS Maker) to EMTCC.
3. Once EMT uploads the data to the MDS Gateway, EMTCC automatically receives the MDS Feedback Report.

Role of ExCon

4. During the SIMEX, MDS ExCon will inject three waves of MDS to EMTCC by emails:
 - a. [Wave 1 \(Day 1\)](#) from N-EMT
 - b. [Wave 2 \(Day 4\)](#) from N-EMT + I-EMT
 - c. [Wave 3 \(Day 14\)](#) from N-EMT + I-EMT
5. ExCon will provide technical support to EMTCCs and let them take following actions
 - a. Present Snapshot Summary at EMT Team Leaders meeting
 - b. Insert the MDS to Sitrep
 - c. Get clearance of data before sharing to partners

Wave 1 N-EMT Day1

Title: **MDS Feedback Summary [SIM] Day1**

Mail To: EMTCC

Files to be attached:

- [Feedback summary Daily \(PDF\)](#)
- [Snapshot summary \(PowerPoint\)](#)

Text:

Dear EMTCC,

Here attached the MDS data from National-EMT.

We need to remind incoming I-EMT to submit the MDS.

Following points should be delivered to all arriving EMTs.

1. MoH is requesting ALL EMTs to submit the MDS on daily bases.
2. All the forms and tools, including a short tutorial video on YouTube, can be found on the MDS website.
3. EMTs can submit/upload the file at the MDS website
<https://www.mdsgateway.net/sim>
4. EMTs must submit the report by using the standard Excel tool (the MDS Maker) to enable timely summary.

All data can be accessed from the following links.

1. [Forms & Tools](#)
2. [Daily Report](#) (Original files submitted by EMTs)
3. [Feedback Reports](#) (Full reports)
4. [Snapshot summary](#) (PowerPoints - for safe sharing with reporting EMTs)
5. [Raw data](#) (CSV)
6. [Data flow](#) (Current flow of the MDS data)

Best regards,

EMTCC JICA-JDR MDS Support

MDS Feedback Report

Wave 2 N-EMT & I-EMT

Title: **MDS Feedback Summary [SIM] Day4**

Mail To: **EMTCC**

Files to be attached:

- [Feedback summary Daily](#) (pdf)
- [Snapshot summary](#) (ppt)
- Feedback summary Weekly (pdf)

Text:

Dear EMTCC,

Here attached the MDS data from National-EMT and International EMT.

Please mention the following points at the EMTCC/EMT Team Leaders meeting.

1. Appreciation to the team reporting
2. MoH/HEOC is requesting ALL EMTs to do MDS daily reporting
3. EMTs must submit the report by using the standard Excel tool: the MDS Maker.
4. EMTs can submit/upload the file at the MDS website
<https://www.mdsgateway.net/sim>
5. Ensure that the MDS is completed on a daily basis. This is critical for both surveillance and operational planning.

All data can be accessed from the following links.

1. [Forms & Tools](#)
2. [Daily Report](#) (Original files submitted by EMTs)
3. [Feedback Reports](#) (Full reports)
4. [Snapshot summary](#) (PowerPoints - for safe sharing with reporting EMTs)
5. [Raw data](#) (CSV)
6. [Data flow](#) (Current flow of the MDS data)

If you have any issues about the MDS, please contact me anytime.

Best regards,
EMTCC-JDR MDS Support

MDS Feedback Report

Wave 3 N-EMT & I-EMT

Title: **MDS Feedback Summary [SIM]**

Mail To: **EMTCC**

Attached:

- [Feedback summary Daily](#) (pdf)
- Feedback summary Weekly (pdf)
- [Snapshot summary](#) (ppt)

Text:

Dear EMTCC,

Attached files are the EMT MDS feedback report on **Day 14**.

EMTCC can consider presenting the snapshot summary (PowerPoint) and mention the following points at the EMTCC/EMT Team Leaders meeting.

1. Appreciation to the team reporting
2. MoH/HEOC is requesting **ALL** EMTs to do MDS daily reporting
3. Teams must submit the report by using the standard Excel tool: the MDS Maker.
4. Teams can submit/upload the Excel file at the MDS website
 - a. <https://www.mdsgateway.net/sim>
 - b. Teams can find short tutorial YouTube video at the MDS website
5. Share snapshot summary to the team in PDF format.

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1. [Forms & Tools](#)
2. [Daily Report](#) (Original files submitted by E
3. MTs)
4. [Feedback Reports](#) (Full reports)
5. [Snapshot summary](#) (PowerPoints - for safe sharing with reporting EMTs)
6. [Raw data](#) (CSV)
7. [Data flow](#) (Current flow of the MDS data)

Best regards,

EMTCC-JDR MDS Support

Dear Operating,

As mentioned at the EMTCC meeting, all EMTs are requested to submit a daily report by using the standard WHO template: the EMT Minimum Data Set (MDS). Forms and tools can be downloaded at the following website.

Please visit and get the forms and tool for this response.

<https://www.mdsgateway.net/sim>

Daily reports should be submitted at the website by Excel tool, not by email nor PDF format.

Thank you very much for your great contribution to the coordination.

With huge respect to all of your great work,
EMTCC

Dear EMT operating partners,

Hello, this is Tatsu.

Please find attached the WHO EMT Minimum Data Set (MDS) Feedback Summary: a summary of the data which were reported from International Emergency Medical Teams (EMTs) by using the WHO EMT standard daily reporting form.

From today, thanks to the suggestion by Mr. Abdulhakim, I have a privilege to include Director Salem Alkoshi from National CDC to this reporting email; so the national authorities can capture both data from local facilities and from EMTs.

If you have any issues about the MDS, please contact me anytime.

All data can be accessed from the following links.

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2. [Daily Report](#) (Original files submitted by EMTs)
3. [Feedback Reports](#) (Full reports)
4. [Snapshot summary](#) (PowerPoints - for safe sharing with reporting EMTs)
5. [Raw data](#) (CSV)
6. [Data flow](#) (Current flow of the MDS data)

Thank you very much for allowing us to support your great response.

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Please visit and get the forms and tool for this response.

<https://www.mdsgateway.net/sim>

Daily reports should be submitted at the website by Excel tool, not by email nor PDF format.

Thank you very much for your great contribution to the coordination.

With huge respect to all of your great work,
EMTCC