We are pleased to announce details regarding the transition to Continuum™ and NEMSIS V.3.3.4 this summer! This email contains timelines and important steps you must take to facilitate a smooth transition. Please review this information carefully and contact the EMS Performance Improvement Center (EMSPIC) at (919) 843-0201 or the West Virginia Office of EMS at (304) 558-3956 with any questions or concerns. All times are Eastern Daylight Time.

Continuum™ Transition Timeline

- **July 2, 2018:** The EMS Performance Improvement Center will begin testing agency vendors in preparation for successful submission of NEMSIS 3.3.4 data to the state. While we will be sending a separate notification directly to the vendors, please contact your vendor directly to ensure they begin working with Jeff Robertson at the EMSPIC promptly on testing. He can be contacted at jrobertson@emspic.org. After agency vendors pass that testing, agencies that use that vendor may begin to test and should contact Jeff Robertson at that time to begin their agency testing.

- **July 23, 2018:** Last day that courses can be submitted in CIS. Any courses not submitted prior to this date, must be submitted within Continuum™ after go-live.

- **August 6, 2018:** During the week of August 6, 2018 a regional onsite training will be held in Flatwoods, West Virginia. Time and date is TBD and will be announced shortly.

- **August 13, 2018 – August 17, 2018:** Regional on-site trainings will be held across the State. Specifics on locations, dates and times will be forthcoming shortly.

- **August 20, 2018 – August 23, 2018:** For those unable to attend onsite training or those who prefer online training, the following webinar trainings will be provided. These will also be recorded and made available at www.emspic.org for future reference. If this is your first GoToMeeting, you can conduct a quick system check by visiting https://link.gotomeeting.com/system-check.

  - **Monday August 20, 2018 from 09:00 to 12:00**
    - URL: https://global.gotomeeting.com/join/624113813
    - Call in number: (646) 749-3112
    - Access Code: 624-113-813
  - **Tuesday August 21, 2018 from 18:00 to 21:00**
    - URL: https://global.gotomeeting.com/join/973551845
    - Call in number: (571) 317-3122
    - Access Code: 973-551-845
  - **Wednesday August 22, 2018 from 11:00 to 14:00**
    - This training will focus on those entering ePCRs through the PreMIS system
    - URL: https://global.gotomeeting.com/join/905100125
    - Call in number: (646) 749-3112
    - Access Code: 905-100-125
  - **Thursday August 23, 2018 from 14:00 to 17:00**
    - URL: https://global.gotomeeting.com/join/899240045
    - Call in number: (312) 757-3121
    - Access Code: 899-240-045

- **August 23, 2018:** At 17:00, access to CIS will close.

- **August 27, 2018:** At 08:00 Continuum™ will officially go live.

- **December 31, 2018:** Deadline for agencies to be submitting v3.3.4 data.

Continuum™ Transition Checklist for EMS

For ALL with an account in CIS (Credentialing Information System) for West Virginia

BEFORE CIS is turned off at 17:00 on August 23, 2018:

1. Log in to CIS at https://apps.emspic.org/CIS/Go with your State ID and password.
2. Check your profile page to make sure that all your demographic information (name, address, email address, phone numbers, etc.) is correct. Edit your profile page to make corrections, if necessary, by selecting Edit in the lower right corner of your profile page after you log in to West Virginia CIS.
3. Check your profile page to make sure that all your jobs at any of the EMS agencies in West Virginia you work for are correct. Contact any EMS agency immediately that lists you incorrectly so they may update their roster.

AFTER Continuum™ is turned on at 08:00 on Monday, August 27, 2018– doing any of these before that date and time will likely result in your changes not being retained:

1. Log in to Continuum™ (AFTER 08:00 on Monday, August 27, 2018) with your State ID ("WV Number") as the Username and your full Social Security Number with no dashes or spaces as the Password here: https://continuum.emspic.org
2. Select your preferred state (usually WV for West Virginia EMS workers) and select Save Preferences.
3. Accept the User Agreement after reading it.
4. Check your profile page in Continuum™ to make sure that all your credentials, education, jobs, and other information came over correctly from CIS. Select your name in the upper right-hand area and then My Profile to make any demographic changes. Contact any EMS agency immediately that lists you incorrectly so they may update their roster. Contact the EMSPIC at 919-843-0201 if there is any information that you *cannot* edit that needs to be changed.

For all EMS Official Representatives in CIS for West Virginia

BEFORE CIS is turned off at 17:00 on August 23, 2018:

1. Log in to CIS at https://apps.emspic.org/CIS/Go.
2. Check the Agency page for each Agency for which you are an Official Representative to make sure that their roster, vehicles, stations, and other information are completely correct. You may wish to export a copy of your contacts and vehicle lists just in case – you can do this by selecting CSV or the like underneath the Contacts or Vehicles list on your Agency profile. This information will be transitioned over to Continuum™ so any incorrect information in CIS will also be incorrect in Continuum™.
3. Make sure that your Agency has whitelisted the email address noreply_emspic@emspic.org with your email provider as that email address will be the return address for most communication from WV OEMS via Continuum™.

AFTER Continuum™ is turned on at 08:00 on Monday, August 27, 2018 – doing any of these before that date and time will likely result in your changes not being retained:

1. Log in to Continuum™ at https://continuum.emspic.org.

2. Check the Agency page for each Agency for which you are an Official Representative to make sure that their roster, vehicles, stations, and other information are completely correct. If you find any discrepancies, please contact the EMSPIC at 919-843-0201 with details on exactly what did not come over from CIS for your Agency.

For all Institution Administrative or Program Directors and Lead Instructors in CIS for West Virginia

BEFORE CIS is turned off at 17:00 on August 23, 2018:

1. Log in to https://apps.emspic.org/CIS/Go.
2. Check the Institution page for each Institution for which you are an Administrative or Program Director to make sure that their current courses, personnel, and other information are completely correct. You may wish to export a copy of your Institution contacts and offered courses just in case – you can do this by selecting CSV or the like underneath the contacts or offered courses list on your Institution profile. This information will be transitioned over to Continuum™ so any incorrect information in CIS will also be incorrect in Continuum™.
3. Check any active Courses for which you are a Lead Instructor to make sure that their student rosters, instructors, and other information are completely correct. This information will be transitioned over to Continuum™ so any incorrect information in CIS will also be incorrect in Continuum™.
4. Check any Lead Instructor credentials you may have on your Profile page to make sure that they are correct.

AFTER Continuum™ is turned on at 08:00 on Monday, August 27, 2018 – doing any of these before that date and time will likely result in your changes not being retained:

1. Log in to Continuum™ at https://continuum.emspic.org.
2. Check the Institution page for each Institution for which you are an Administrative or Program Director to make sure that their courses, personnel, and other information are completely correct. If you find any discrepancies, please contact the EMSPIC at 919-843-0201 with details on exactly what did not come over from CIS for your Institution.
3. Check any active Courses for which you are a Lead Instructor to make sure that their student rosters, instructors, and other information are completely correct. If you find any discrepancies, please contact the EMSPIC at 919-843-0201 with details on exactly what did not come over from CIS for your Institution.
4. Check any Lead Instructor credentials you may have on your Profile page to make sure that they are correct. If you find any discrepancies, please contact the EMSPIC at 919-843-0201 with details on exactly what did not come over from CIS for your Lead Instructor credentials.

For all Prehospital Medical Information System (PreMIS) ePCR users:

Those agencies that are currently submitting ePCRs in the West Virginia PreMIS system should continue to do so until Monday, August 27, 2018 at 08:00. At that time, PreMIS will be decommissioned and all ePCRS should be entered into Continuum™. Please note that a training webinar will be made available specifically for PreMIS users on Wednesday, August 22 from 11:00 to 14:00. If you are unable to attend, this training will be recorded and made available at www.emspic.org for future reference. Please contact the EMSPIC at (919) 843-0201 for questions or concerns.

For all State Medical Asset Resource Tracking Tool (SMARTT) users:

SMARTT functionality will be transitioned to Continuum in Fall 2018. Additional information on rollout and training will be coming in the coming weeks. Please continue to complete your daily updates in SMARTT until otherwise directed.