

Instructions for obtaining eFINDS agency specific demo/training barcodes for eFINDS training

1. Must have eFINDS role in the Communications Directory as an **eFINDS Reporting Administrator**
2. Log into NYSDOH Health Commerce System.
- 3a. Look at “My Applications” on the left toolbar under Advanced Search.
- 3b. Click on the eFINDS Training (Demo) Application.

The screenshot shows the HCS Portal interface in a Firefox browser window. The address bar displays https://commerce.health.state.ny.us/hcsportal/hcs_home.portal. The page features a navigation bar with links for Home, Documents, Applications, My Account, Help, Contact Us, and Logout. A sidebar on the left contains a search bar and a 'My Applications' section. A green arrow labeled '3a' points to the 'My Applications' section, and another green arrow labeled '3b' points to the 'e-FINDS Training (Demo)' application link within that section. The main content area includes 'HCS System Notices', 'Important Health Events', 'Important Health Notifications', 'Newsroom Highlights', and 'Give Your Feedback'.

3a

3b

My Applications

- Acronyms & Abbreviations
- Application Access
- CART
- Coord Account Tools - HCS
- Coordinator's Update Tool
- e-FINDS
- e-FINDS Training (Demo)**
- Emergency Contacts
- ServNY

HCS System Notices

If you were recently granted access to an HCS application, you can refresh your My Applications list by clicking on My Account > "Refresh My Application List", click the log out button, then log back in to see the update under My Applications.

Pop up windows **MUST** be enabled on your browser to use the HCS Mobile site. If your pop up windows are enabled, you can access the mobile site with the following link: <https://mcommerce.health.state.ny.us/>. If you are on a desktop OR you are using a mobile device with pop up windows enabled, you can review a detailed description of the Mobile Site contents at [Mobile Documentation](#). You may provide feedback via email to [HCS Outreach](#).

The Health Commerce System (HCS) has received an update which will increase the reliability of the services we provide. For more information please review the [HCS User Communication](#).

If you are using Internet Explorer version 9 and experience an issue when attempting to Save or Submit data, please follow this link to a possible solution: [Documents > group > Help > Work-around for Internet Explorer 9 issues](#).

Important Health Events

NYSPMP

Visualization Portal

Important Health Notifications

Click to View Health Notifications

Newsroom Highlights

New Items

Date	Item
01/16/2014	01-11-14 Weekly Influenza Report
01/16/2014	CCHD Screening Requirements
01/14/2014	PHEPRP L1 Optional Webinar

Events/Calendar

Date	Event
01/22/2014	Medical Countermeasures ClinOps Webinar
01/22/2014	Building Bridges to Cultural Competency
01/22/2014	Evidence Based Approaches to Preventing ...

Newsletters

Date	Newsletter
01/13/2014	January 2014 eDLC Mid Month
01/08/2014	Jan 2014 eDistance Learning Communique
01/08/2014	January 2014 Aware Prepare Update

Press Releases

Date	Press Release
01/17/2014	Protecting New Yorkers' Health: Radon Te ...
12/19/2013	With Influenza Prevalent, New Regulation ...
12/10/2013	New York Hospitals Continue to Reduce Ra ...

Give Your Feedback

Please take this quick survey and let us know what you think of the HCS portal.

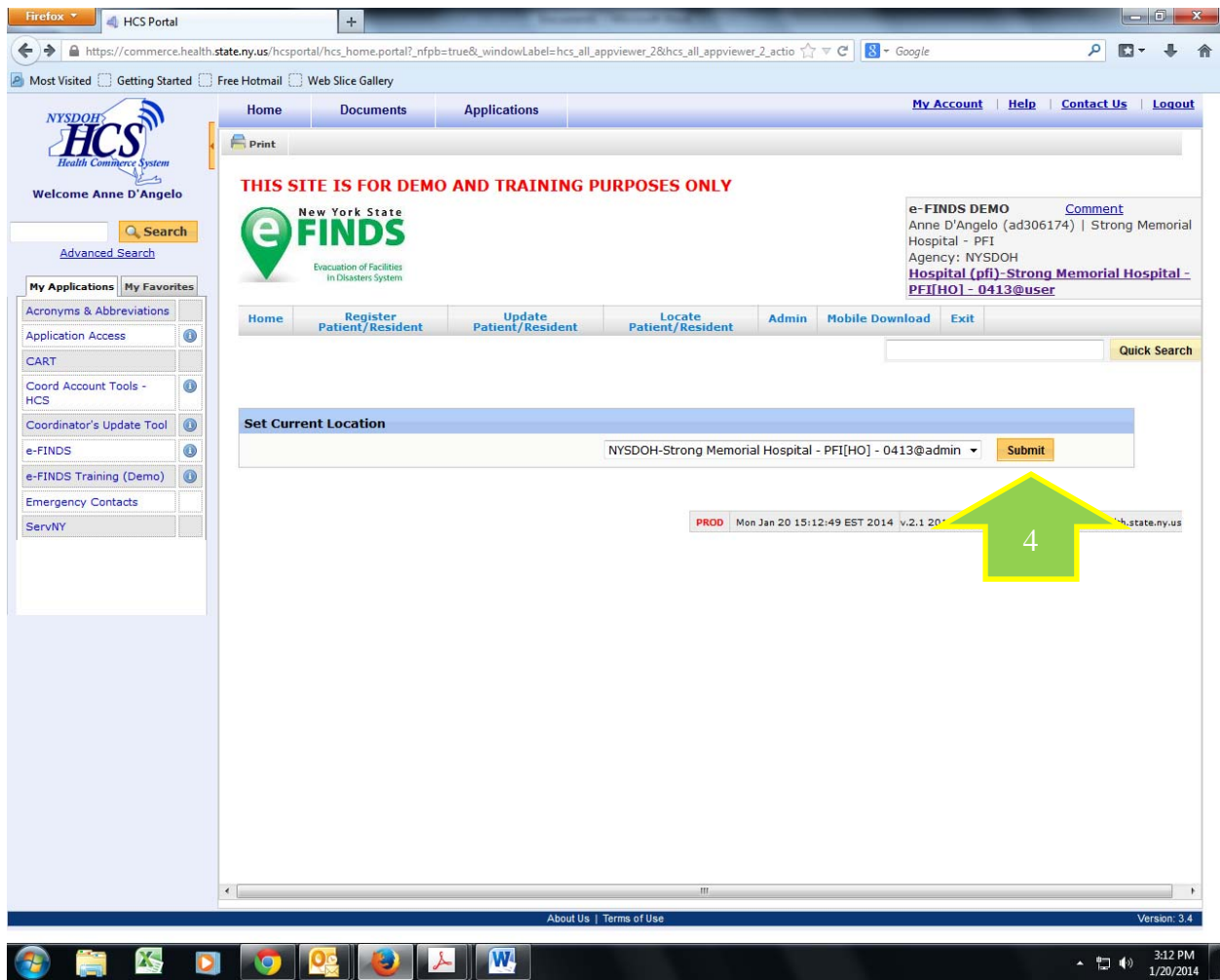
[Take Survey](#)

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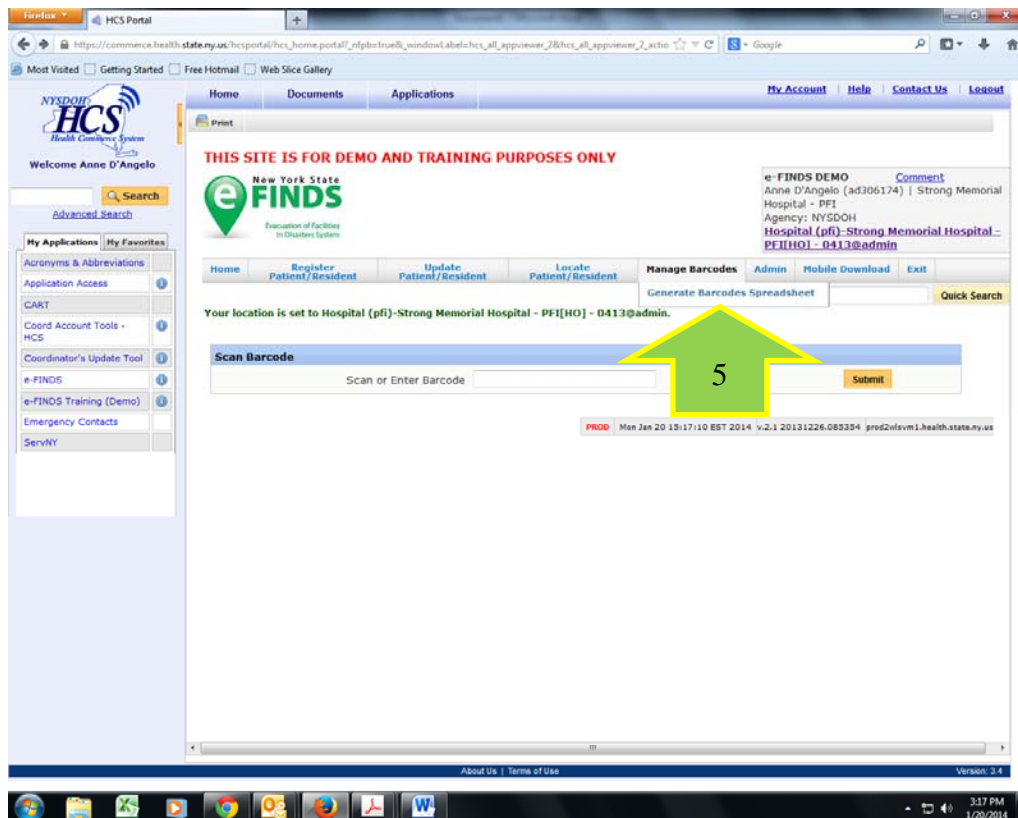
Version: 3.4

2:54 PM
1/20/2014

4. Select Current Location – “xxxx@admin” and submit. Note: your agency will be displayed not SMH



5. Select Manage Barcodes and Click on Generate Barcodes Spreadsheet



6. a) Select PDF Format and b) Generate Barcodes

THIS SITE IS FOR DEMO AND TRAINING PURPOSES ONLY

New York State
eFINDS
Evacuation of Facilities
in Disasters System

e-FINDS DEMO
Anne D'Angelo (ad306174) | Strong Memorial
Hospital - PFI
Agency: NYSDOH
[Hospital \(pfi\)-Strong Memorial Hospital -
PFI\[HO\] - 0413@admin](#)

Home Register Patient/Resident Update Patient/Resident Locate Patient/Resident Manage Barcodes Admin Mobile Download Exit

Quick Search

Generate Patient/Resident Tracking Spreadsheet

Patient/Resident Location Org. Type * [HO] Hospital

Patient/Resident Location * Strong Memorial Hospital - PFI[HO] - 0413

Start Number

End Number

Format * ☒ PDF ☐ EXCEL

Confidential ☐

Generate

PROD Mon Jan 20 15:21:16 EST 2014 v.2.1 20131226.085354 prod2wlsvm1.health.state.ny.us

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7. Print the PDF and bring to training. Please make sure you have at least 7 barcodes available (not used)

NYS_eFINDS_P40413.pdf - Adobe Acrobat Pro

File Edit View Window Help

Create 1 / 2 91.9% Tools Sign Comment

Strong Memorial Hospital - PFI(P40413) *** TRAINING ***

Barcode	First Name	Last Name	Birth Date	Gender	Time
	BARCODE IS USED	BARCODE IS USED	USED	USED	USED
	BARCODE IS USED	BARCODE IS USED	USED	USED	USED
				Male Female Transgender Unknown	
				Male Female Transgender Unknown	
				Male Female Transgender Unknown	
				Male Female Transgender Unknown	
				Male Female Transgender Unknown	
				Male Female Transgender Unknown	
				Male Female Transgender Unknown	
				Male Female Transgender Unknown	

SAMPLE