How to Review Uploaded File Results

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Once in the WARDS Elite account click the Service tab then Data Exchange.

Data Exchange	
Endpoints Export History Import History Import File	

Then click the Import History link.

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7/11/2017	017 to 7/18/2017		All	✓ All	•	
	ID	Import Name	Created By	Created On	1 - Status	25 of 37 🔄 🗲
C Details	552248	NEMSIS EMS (3.4.0)	Pro Phoenix-Elite AutoPost	7/18/2017 06:34:54	Completed	00:02:36

When you find your upload record push the Details button.

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This will indicate the *Incident Number* in this upload and buttons to view any error *Messages* associated with the file. Those buttons will show the following:

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		1-3 of 3 < >
pe	Message	Date/Time
Warning	Mechanism of Injury Not Documented. By rule a "Not Value" is not allowed.	7/18/2017 06:35:39
Warning	Work Related Illness or injury Not Documented	7/18/2017 06:35:39
Warning	Any Return of Spontaneous Circulation Not Documented	7/18/2017 06:35:39
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The messages provide the Validation Errors encountered during the upload.

You can now go to the actual run report by clicking the Incident Number link shown in the Details screen above.

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This will highlight those errors. Any area in red indicates a validation error. Clicking the Validation button indicated by the green arrow will provide the details of those errors.

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In addition, clicking the button to the right of the error message will take you directly to that field to enter or correct the data for that field.

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