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MEMORANDUM

TO: All MA Licensed Ambulance Services and Third Party ePCR Vendors  
FROM: Mark Miller, Director, Office of Emergency Medical Services  
CC: Alfred Williams, DPH Assistant Chief Information Officer  
DATE: January 11, 2019  
RE: MATRIS NEMSIS V3 Training and Transition Information

The Massachusetts Ambulance Trip Record Information System (MATRIS) is being upgraded to NEMSIS V3 on February 28, 2019. On that date, ambulance services may begin submitting data to the MATRIS NEMSIS V3 system. This alert provides information about the transition and training for data submission. The Massachusetts Department of Public Health's Office of Emergency Medical Services (DPH/OEMS) will be offering both in person trainings and an online informational session.

Updated MATRIS NEMSIS V3.4 documents are posted online at [www.mass.gov/dph/oems/matris](http://www.mass.gov/dph/oems/matris) and include:

- The [Administrative Requirement \(AR\) 5-403 Statewide EMS Minimum Data Set](#) (updated for NEMSIS V3), which will go into effect February 28, 2019.
- The updated [MATRIS NEMSIS V3.4 Data Dictionary](#) includes the definitions, values, and configuration information for the data elements.

### Timing

Ambulance services may migrate their data submission systems any time between February 28, 2019, and August 31, 2019. When an ambulance services knows the approximate timeline for this migration, please send target dates and planned V3 software product information to Ridgely Ficks, MATRIS Data Manager, at [ridgely.ficks@state.ma.us](mailto:ridgely.ficks@state.ma.us). This will help DPH/OEMS to manage the transition and plan training and support resources. If there are changes to the proposed migration timeline, please continue to update DPH/OEMS and provide updated information as it is known.

### Informational Webinar

DPH/OEMS will hold an informational webinar to answer questions about the transition process. Ambulance service staff and vendors are welcome to attend. To register please use the information below:

- **January 29, 2019 3:00 - 4:00PM**  
Register at: <https://attendee.gotowebinar.com/register/5424699396555388419>

### Training

DPH/OEMS has scheduled three training sessions for ambulance services in February with an educator from the MATRIS software vendor. Trainings will be held on the following dates. Please note the same training will be offered in each location; it is only necessary to attend one training session.

- **February 12, 2019 9:30AM – 5:00 PM**

Massachusetts Emergency Management Agency, 400 Worcester Road (Route 9 Eastbound), Framingham  
Register at:  
<https://eohhs.webex.com/eohhs/onstage/g.php?MTID=e48998f4550eb054509b599c606d94b92>

- **February 13, 2019 9:30AM - 5:00PM**  
Southeastern Massachusetts EMS Council (Region V), 827 Oak St. Suite 207, Brockton  
Register at:  
<https://eohhs.webex.com/eohhs/onstage/g.php?MTID=ef587d57b5c8ed6ff95c343abe16bdd2c>
- **February 14, 2019 9:30AM - 5:00PM**  
Northampton Fire Department, 26 Carlon Drive, Northampton  
Register at:  
<https://eohhs.webex.com/eohhs/onstage/g.php?MTID=ef3a8d1bf1c741b33a9a5f7990489d0bc>

**To sign up for a training session, please register at one of the links above.**

All three trainings will be full-day sessions. If an ambulance service is using MATRIS for direct entry, or is using ImageTrend Elite Field with MATRIS as its Elite server, staff from the ambulance service should anticipate attending the full day of training. If an ambulance service is submitting electronically or using MATRIS for QA/QI, staff from the ambulance service should anticipate attending the trainings held in the afternoon.

Additionally, DPH/OEMS has contracted for the vendor to have its educator teach two additional on-site trainings, which will be scheduled as it becomes clear when they would be most beneficial, based on ambulance services' migration plans.

**Ambulance services submitting data to MATRIS from a third-party ePCR software product should contact their software vendors to discuss the transition.** Vendors are well versed in managing the transition and can answer most questions.

### **User IDs**

All user IDs in MATRIS that have logged in during 2018 will be migrated to MATRIS NEMSIS V3 in early January. Individuals' passwords will also be copied over. If an individual has forgotten their password or a password has expired, the individual may reset it by clicking the link on the login page, the same as it was in MATRIS V2.

### **Electronic Submission Integration Accounts**

In NEMSIS V3, all software is required to allow automated submission to the state (i.e., upon meeting specified criteria runs, will be automatically transmitted to MATRIS). To enable this feature, ambulance services will need an integration account. Integration accounts will be created as services near their migration date.

**NOTE: Ambulance services are required to submit any past due NEMSIS V2 data from 2013 forward prior to migration. Integration accounts will not be provided until this requirement is met.**

### **Schematron Validation Files and Codes Value Lists**

The NEMSIS V3 standard has two unique features that did not exist in NEMSIS V2.

1. Validation Rules/Schematron Files

In NEMSIS V3, there are two different types of validation rules, National and State. The National rules were generated by NEMSIS and packaged into a file type called Schematron. This file is required in all NEMSIS V3 compliant software and ensures that the NEMSIS National Mandatory and Required elements are populated. State-specific validation rules are being added to MATRIS, which will be generated into a state Schematron file that will be published to the NEMSIS website at

<https://nemsis.org/state-data-managers/state-map-v3/massachusetts>. Software vendors will include

this file in your software that will turn on the same rules. DPH/OEMS will notify ambulance services and vendors when this file is available.

2. Code Value Lists based on Industry Standards

Several element values reference external standards ICD-10 (Impressions, Symptoms, Location Type), RxNorm(Medications), and SNOMED(Procedures), which allow states and services to develop customized values using the appropriate standards codes. DPH/OEMS has defined a set of codes for each of these elements, which will be available to select in MATRIS for direct entry services. These lists are included in the [MATRIS NEMSIS V3.4 Data Dictionary](#) as separate tabs. Services using third-party ePCR software are encouraged to use the MATRIS lists. For additional values desired by services, mapping to a MATRIS value upon export is strongly recommended.

**Implementation Dates**

The updated MATRIS site will be live February 28, 2019 for ambulance services to begin submitting V3.4 data. There will be a 6-month phased migration period, during which ambulance services may continue to submit NEMSIS V2 data, and then a final cutover date, August 31, 2019, after which all ambulance services will be required to submit data in accordance with the new V3.4 standard. Note that the timeframe for submission has not changed from the previous AR. Services are required to submit to DPH/OEMS this minimum data set within 14 days of the call.

**Submission of all Outstanding NEMSIS V2 Data**

Ambulance services must submit any NEMSIS V2.2.1 data that has not yet been submitted, from January 1, 2013 forward, prior to beginning submission of NEMSIS V3.4.0 data. To confirm ambulance service's NEMSIS V2 data has been submitted, please run the Runs Per Month Report found in the QA/QI folder under Report Writer 2.0 in [MATRIS](#).

DPH/OEMS will provide additional communication on technical details and training as the transition to NEMSIS V3.4 moves forward. Thank you for your continued contributions towards fulfilling our collective goal of providing high quality EMS to all Commonwealth residents and visitors. If you have any questions, please contact Ridgely Ficks, MATRIS Data Manager, at [ridgely.ficks@state.ma.us](mailto:ridgely.ficks@state.ma.us).