



eObservation Search Code Reporting

A new process has been implemented for reporting Code Black - Search, Code Amber – Search, and Code Yellow Search results: The eObservation reporting tool has been updated to support response areas in reporting for all emergency searches.

Step 1: Click on the eObservation Zenworks icon or quick link on the iNtranet home page to make a report.



<https://obscores.tbrhsc.net/>

eObservation
Codes

Step 2: Login

Step 3: Select which Code Search you want to report on

Report on a Code Search 🔍

Code Amber Search

Code Amber

View a list of active codes (if any) and report on them by Department

Select

0 Active

Code Black Search

Code Black

View a list of active codes (if any) and report on them by Department

Select

1 - Active

Code Yellow Search

Code Yellow

View a list of active codes (if any) and report on them by Department

Select

0 Active

Step 4: Select the current active search code you wish to report on.

Active Codes

Instructions:

- All departments/areas must report their Code Amber search results within **10 minutes**
- Click on the *Report Area Search Results* button.

Code Amber
Activated - 2023-11-27 10:58

8 year old female. 4ft 8in tall. Dark shoulder length hair. Wearing a micky mouse sweater and jeans, with blue shoes.

Initiated By: Status: Initiated

Report Area Search Results

Step 5: Select your reporting area from the dropdown menu.

Home Report On Code Search Management Manage Forms System Administration Logout

Home / Report On / Code Amber Search

Code Amber Search Reporting

Report on a Code Amber activated on: 2023-11-27 10:58

Code Description
8 year old female. 4ft 8in tall. Dark shoulder length hair. Wearing a micky mouse sweater and jeans, with blue shoes.

Instructions

- Select your department/area from the Reporting Area drop down list.
- If your department/area did NOT find the missing child/infant click the NOT Found button (yellow).
- If your department/area DID find the missing child/infant click the Found button (green).

Reporting Area
- Select Reporting Area -

Responsible Person

Search Complete - NOT Found

Search Complete - Found

Area Responsible Person will auto-populate

Step 6: Depending on the type of emergency search, select whether the missing infant/child/patient or threat/suspicious item has NOT been found (yellow button) or HAS BEEN FOUND (green button). If anyone from your area has already submitted a report you will see a notice like the one shown below.

Alert! - The search status had been submitted already as **Not Found**. You can change it to **Found** by clicking the button

Step 7: You will be taken to a close out screen (similar to below) informing you that you have reported NOT found or FOUND.

Submission Received

You have indicated *Not Found* for Code Amber Search. To finalize your submission click the **Close** button to return to the Home Page.

* If you have made an error and selected the wrong Search Status value [click here to update](#) your submission.

Close

If your response area does not submit search results in under 10 minutes, expect a call from Admitting to follow up on your results!

Any questions contact
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