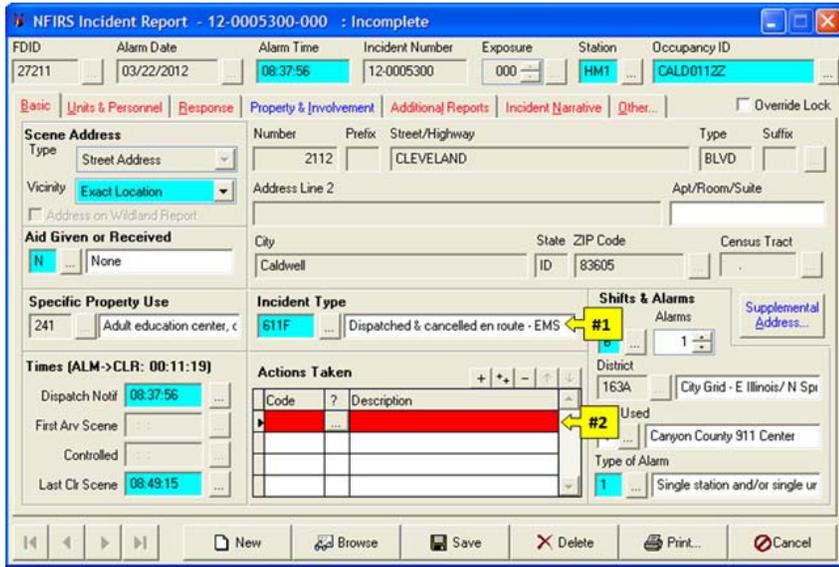
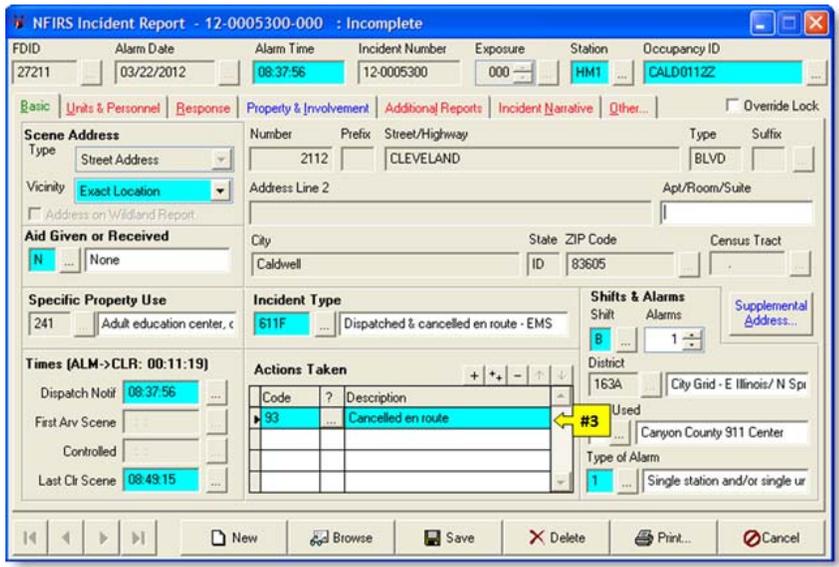


**Cancelled En Route Calls**



To correctly code a cancelled en route call in Firehouse use the following steps. On the **Basic** tab in the NFIRS module the following fields need to be coded.

1. The **Incident Type (#1)** must be one of the 611 codes listed in the lookup table. According to the NFIRS handbook the only time a cancelled en route code may be used is if your unit does not arrive on scene.
2. After you have coded the incident type the incident actions taken field will turn red, requiring that an incident action code needs to be entered.



3. The **Actions Taken (#3)** field must be coded as **93 - Cancelled en route**.

If a code other than 93 is entered the field will remain red until the correct incident action is entered.

# FIREHOUSE USER MANUAL

Unit 102 Response Detail - Incident# 12-0005300-000

Unit Code: 102 Engine 102 Resource Type: 11 Engine

Response Code: #4

Hours Operated (This Incident): 0.12 Miles Traveled (This Incident): 0.00

Times (NOTIF->IN SVC: 00:10:09)

Unit Code	Notified	Enroute	Arrival	Cleared	Back in Svc	Cancelled	Resc Type
Unit Notified	08:39:06						
Unit Enroute	08:42:04						
Cancelled	:	:					
Arrived at Scene							
Cleared	08:49:15						
Back in Svc	08:49:15						
Back at Home	:	:					

Buttons: Response Time Analysis... Unit Actions Taken...

In the Unit Response module, the following fields need to be completed as part of a cancelled en route incident.

4. The **Response Code (#4)** needs to be coded **X** for cancelled en route.
5. If you did not check en route the **Unit Enroute (#5)** field will also be green; the time that you enter here is the same as your **Back in Service** time.
6. The **Arrived at Scene (#6)** field needs to be the same as your **Back in Service** time. When the response code **X** is entered, the **Arrived at Scene (#6)**, field will be updated automatically with the **Back in Service** time.

Unit 102 Response Detail - Incident# 12-0005300-000

Unit Code: 102 Engine 102 Resource Type: 11 Engine

Response Code: X Cancelled

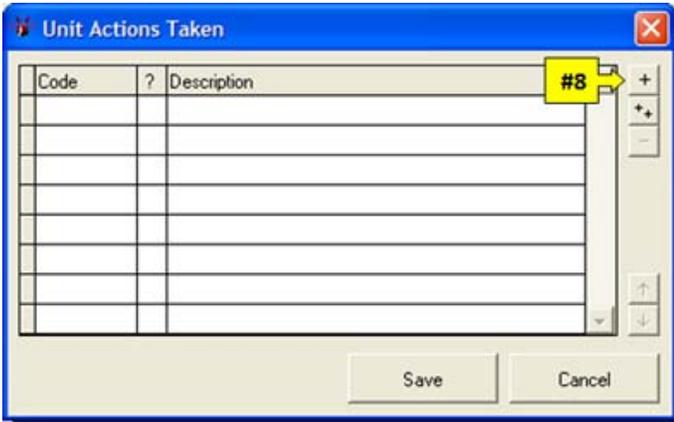
Hours Operated (This Incident): 0.12 Miles Traveled (This Incident): 0.00

Times (NOTIF->IN SVC: 00:10:09)

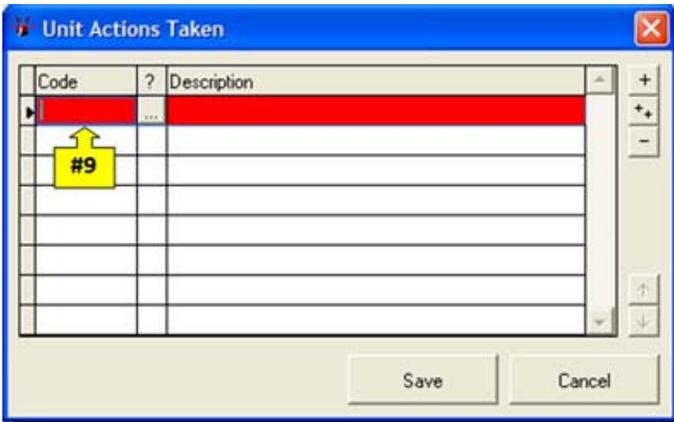
Unit Code	Notified	Enroute	Arrival	Cleared	Back in Svc	Cancelled	Resc Type
Unit Notified	08:39:06						
Unit Enroute	08:42:04						
Cancelled	:	:					
Arrived at Scene	08:49:15						
Cleared	08:49:15						
Back in Svc	08:49:15						
Back at Home	:	:					

Buttons: Response Time Analysis... Unit Actions Taken...

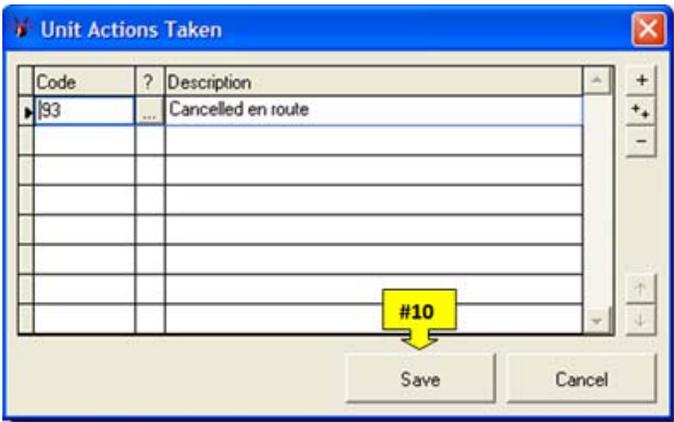
7. After entering **X** for your response code, the **Unit Actions Taken (#7)** button will become required. Select the button using your left mouse button.



8. Once the **Unit Actions Taken** screen open, select the + (**#8**) to open a line to enter the actions taken code.



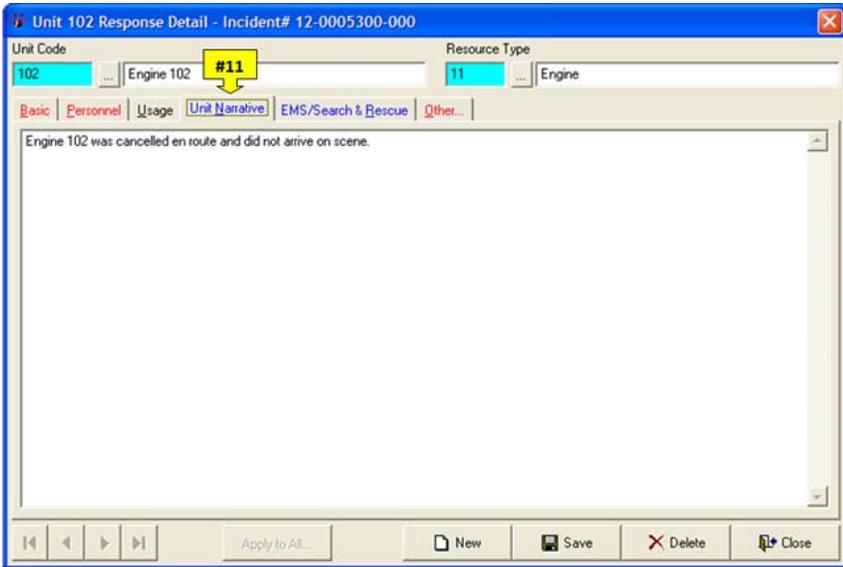
9. The **Unit Actions Taken (#9)** line will turn red and will not save until the proper code is entered.



10. The correct code for the **Unit Actions Taken** field is **93 - Cancelled en route**.

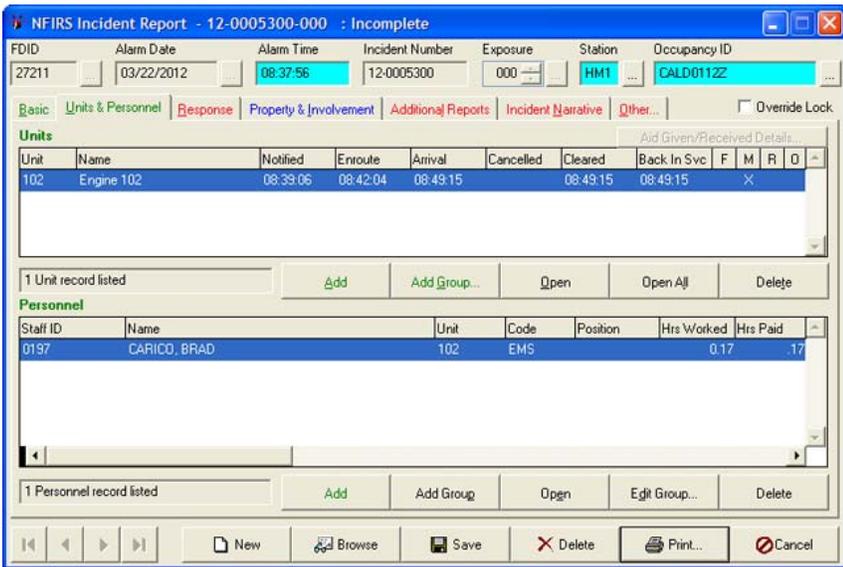
After entering the unit action code, select the **Save** button to go back to the unit response screen.

# FIREHOUSE USER MANUAL



After you return to the **Unit Response** module, complete the **Personnel** and the **User Fields** as you normally would. Then right click on the **Save** button and select the **Save & Close** option to return to the main NFIRS report.

11. When you entered the response code of **X** the unit narrative was updated to reflect the unit was cancelled and did not arrive on scene.



After you return to the main incident report, complete the remaining tabs as you would any other type of report.