
Upcoming WATrac Trainings and Meetings

About WATrac

WATrac is an online communication system used by Washington healthcare agencies to coordinate daily operations, prepare for and respond to emergencies, and share information efficiently. These functions support a more prepared and resilient healthcare system.

Why training matters

WATrac depends on knowledgeable system users to function effectively. Training sessions help users build the skills needed to use the system confidently and correctly.

What to expect

- Opportunities to ask questions about the system
- Engaging and informative instruction
- Hands-on practice during portions of the training

How to register

To sign up for a training listed below, please email the WATrac Administrators at watrac@nwhrn.org.

WATrac New User Orientation – This orientation is intended for new WATrac users, current users seeking a refresher, and participants preparing for WATrac Specialist Training. The session provides an overview of basic system navigation; bed and emergency department status updates for hospitals; the definition of boarders and how agencies should account for them; and the Availability Status module, including its role in supporting day-to-day situational awareness.

WATrac Specialist Training – This training prepares WATrac Specialists to support system administration and user access within their agencies. Participants will learn how to create and deactivate user accounts and will receive an overview of Patient Tracking and Command Center functions. WATrac Specialists are responsible for maintaining agency staff accounts and agency information, supporting new user training within their organizations, assisting users with troubleshooting, and working closely with WATrac State Administrators to help maintain system security and integrity. *Participants must complete New User Orientation before attending, as this training builds on the foundational concepts covered in orientation.*

WATrac Patient Tracking Training – This two-hour training provides an overview of the WATrac Patient Tracking module and prepares users to support patient tracking activities during incidents such as mass casualty events or facility evacuations. The first hour introduces the module and is intended for users who need a foundational understanding of Patient Tracking, including ESF-8 responders, hospital emergency managers, DMCCs, fire and EMS agencies, and other response partners. The second hour is designed for users who may be responsible for entering patient information or overseeing and assisting others with data entry. Participants will practice entering and updating patient information during the session.

Technology requirements: Participants must have access to a computer with internet connectivity, speakers or headphones, and a microphone. Participants should also have a basic understanding of the WATrac system, familiarity with Microsoft Teams, and an active WATrac account before attending. *Participants must complete New User Orientation before attending, as this training builds on the foundational concepts covered in orientation.*

WATrac Steering Committee Meetings and Statewide User Group Meetings – The WATrac Steering Committee and WATrac Statewide User Group serve as advisory groups for the WATrac system. These meetings are held throughout the year and include WATrac superusers from a range of agencies who help inform system protocols, procedures, functionality, and improvement priorities. If you are interested in participating in the WATrac Statewide User Group, please contact us at watrac@nwhrn.org for more information.

July 2026

- ~~WATrac New User Orientation – July 6, 2026, 10-11am (CANCELED)~~
- ~~WATrac Patient Tracking – July 8, 2026, 10am-12pm (CANCELLED)~~

August 2026

- WATrac New User Orientation – August 3, 2026, 10-11am
- WATrac Patient Tracking – August 4, 2026, 10am-12pm

September 2026

- WATrac User Group Meeting – September 9, 2026, 10-11:30am
- WATrac New User Orientation – September 14, 2026, 10-11am
- WATrac Patient Tracking – September 16, 2026, 10am-12pm
- WATrac Steering Committee Meeting - TBD

October 2026

- WATrac New User Orientation – October 12, 2026, 10-11am
- WATrac Patient Tracking – October 14, 2026, 10am-12pm

November 2026

- WATrac New User Orientation – November 2, 2026, 10-11am
- WATrac Patient Tracking – November 3, 2026, 10am-12pm

December 2026

- WATrac User Group Meeting – December 9, 2026, 10-11:30am
- WATrac New User Orientation – December 7, 2026, 10-11am
- WATrac Patient Tracking – December 8, 2026, 1pm-3pm

January 2027

- WATrac Steering Committee Meeting - TBD
- WATrac New User Orientation – TBD
- WATrac Patient Tracking – TBD

February 2027

- WATrac New User Orientation – TBD
- WATrac Patient Tracking – TBD

March 2027

- WATrac User Group Meeting – March 10, 2027, 10-11:30am
- WATrac New User Orientation – TBD
- WATrac Patient Tracking – TBD

April 2027

- WATrac New User Orientation – TBD
- WATrac Patient Tracking – TBD

May 2027

- WATrac User Group Meeting – September 9, 2026, 10-11:30am

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- WATrac Steering Committee Meeting - TBD
 - WATrac New User Orientation – TBD
 - WATrac Patient Tracking – TBD

June 2027

- WATrac User Group Meeting – June 9, 2027, 10-11:30am
- WATrac New User Orientation – TBD
- WATrac Patient Tracking – TBD