


MD2 User Guide

Features and Parts of the MD2 Medication Dispenser

<u>Stock photo and part labels</u>	<u>Part Names / Descriptions</u>
	<ol style="list-style-type: none"> 1. Loading port for med cups (white cylinder) 2. Door Lock (on front side of door) 3. Key Pad 4. Dose Button 5. Status Screen 6. Cups Dispenser (dose comes out here) 7. Speaker / Microphone <p>*Power cord and optional phone line plug into the back of the unit.</p>

INSTALLATION:

1. Connect the power supply into the MD2 and into the electrical outlet.
2. Turn the power switch on (back of unit).
3. After the unit has completed the self test the screen will display 'Ready for Setup System ok', you will need to set the date and time.

SETTING THE TIME AND DATE

4. Press 'Setup' on the keypad. The screen will look like the picture below.

```

  S e t u p   O p t i o n s
> >   T i m e   L C D   V o l   Q u i t
  
```

5. Press the right arrow once so the word 'Time' is blinking. Press the **OK** button.
6. The screen will look like the picture below.

```

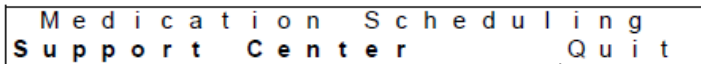
M o n / D a y   H r   M i n   Y e a r
0 1 / 0 2     1 2 : 0 1 A     1 9 9 9
  
```

7. The Month '01' should be flashing. Use the **up/down arrows** to adjust the month to the correct number. *(DO NOT PRESS OK YET)*
8. Press the **RIGHT arrow**. The day should be flashing. Use the up/down buttons to adjust this to the correct number. *(DO NOT PRESS OK YET)*

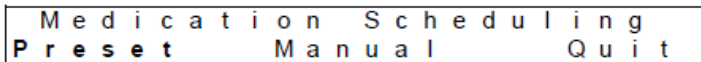
9. Press the **RIGHT arrow** again. The hour should be flashing. Use the **up/down arrows** to adjust. Make sure if it is "AM", there is an 'A' after the time. If it is PM, there will be a 'P' after the time. To adjust, just keep pushing the **up/down arrows** to cycle the clock all the way through to the correct time. (*DO NOT PRESS OK YET*)
10. Press the **RIGHT arrow**. Minutes should be flashing. Use the up/down arrows until the correct number is showing. (*DO NOT PRESS OK YET*)
11. Press the **RIGHT arrow** one last time. The YEAR should be flashing. Use the up/down arrow to adjust until correct.
12. Press the '**OK**' button.
13. The screen will look like the picture under step 4 above. Press the **RIGHT ARROW** until the word 'QUIT' is flashing. Press the **OK** button. (back to main screen) To go back and set up the dose times.

Setting the Dose Schedule

1. From the keypad, press the SCHEDULE button. The screen will look like the picture below.



Press the Up arrow key, the display will now read:

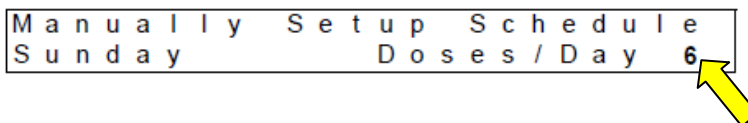


Note – some MD2's have slightly different versions of this screen. If "Manual Setup" is not an option, select "OTHER" instead, and the manual option will appear.

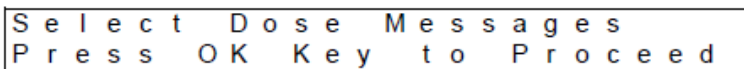
--WARNING – ANY MISTAKES MADE AFTER THIS POINT WILL RESULT IN YOU HAVING TO POWER DOWN THE MACHINE AND START OVER!!--

(if the mistake is caught BEFORE the machine is loaded, you can press the 'schedule' key again and reprogram just the dose times)

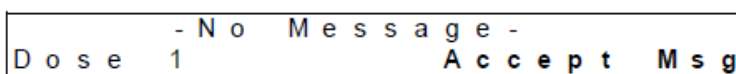
2. Press the right arrow until 'Manual' or 'Manual Setup' is flashing. Press the OK button. The screen should look like this:



3. Using the up/down arrow buttons, select the TOTAL number of doses and/or messages per day the client needs. (ex. 3 doses + 1 message = 4 total). Press the **OK** button (maximum of 6 per day). The screen should appear as below:



4. If the client only needs meds (no messages) for the first dose, Press the OK button. The screen will look like this:



5. If the client DOES need a message (ex. Check blood sugar), use the up/down arrow keys until the correct message appears on the screen, then press the **OK** button.

6. Continue pressing the OK button until all dose message screens have passed. (ex. 3 doses = 3 dose message screens). Dose 2 screen is shown below. Be careful not to go PAST the dose message screens!

```

- N o   M e s s a g e -
D o s e  2           A c c e p t   M s g

```

7. After all dose message screens have past, your screen will look like this:

```

S u n   S c h e d u l e   D o s e   1   o f   6
M s g   O n l y ?   N o           0 2 : 0 0 A

```

- The word '**NO**' should be flashing. If the client needs a medication cup dispensed at this time (or a cup dispense and a message together), press the **right arrow** key so the time (lower right corner) flashes.
- If the client **ONLY** needs a message (no med cup dispensed), press the UP arrow key so 'NO' turns to 'YES'.

Use the **up/down arrows** to adjust the hour (note the A for am or a P for PM at the end of the time). Press the **right arrow** so the minutes start flashing and adjust using the **up/down arrow** keys. When all information is correct, press the OK button.

8. Repeat step 7 for each dose the client has (dose 2 of 6 screen shown below)

```

S u n   S c h e d u l e   D o s e   2   o f   6
M s g   O n l y ?   N o           0 4 : 0 0 A

```

9. When the last dose of the day has been programmed and the **OK** key has been pressed, the display will read:

```

U s e   T h i s   S c h e d   S e t t i n g
f o r   E n t i r e   W e e k ?   Y e s   N o

```

- If the client has the same does schedule every day, press the **OK** button.
 - If he/she does not have the same schedule every day, press the right arrow so 'NO' is flashing, then press the **OK** button. You will have to manually set up every day of the week (Sun-Sat) as described in the steps above.
10. After the OK button is pressed, the option to dose on demand (PRN) will appear.

```

S e l e c t   P R N   O p e r a t i o n
O f f       D o s e s   -       R a t e   -   H r

```

The default setting for this is "OFF". Press the **up/down arrow** buttons to select "Off" or "On", then press the **OK** button to confirm your choice. (PRN means the client can dose whenever he/she wants)

11. After confirming your PRN option, there will be a temporary screen that looks like this:

```

Y o u   W i l l   N o w   H a v e   t o
L o a d / C h e c k   M e d s   i n   U n i t

```

12. The above screen will change to the one below after a few seconds. Confirm the date and time is correct.

```

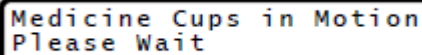
U n i t   E m p t y   R e a d y   t o   L o a d
1 0 / 0 6       S y s   O K           1 1 : 2 6 A

```

- If everything looks correct, press the LOAD button on the key pad.
- If the date or time is not correct, press the "SETUP" button on the keypad and correct the date and time.

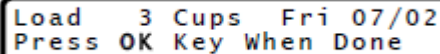
LOADING MEDICATION CUPS

1. Press the LOAD button on the keypad. The screen will appear like this:



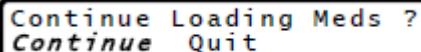
Medicine Cups in Motion
Please Wait

2. The cylinders will turn, and finally stop on the first day you need to load. There will be a voice prompt instructing you how many cups should be loaded into the cylinder (*note – the unit may not ask for an entire day's worth of medication if the dose time has already passed for one or more doses that day*) Make sure to load the cups upside down – otherwise the machine will jam.
3. The screen should appear as follows:



Load 3 Cups Fri 07/02
Press OK Key When Done

When finished loading that day, press the OK button and the screen will appear like this:



Continue Loading Meds ?
Continue Quit

- The word '**Continue**' should be flashing. If you want to continue loading, press the **OK** button (continue to step 4)
 - When finished loading (out of meds, end of week, etc), press the **right arrow** button so the word '**Quit**' is flashing, then press the **OK** button. Make sure to **ONLY** select '**Quit**' if an entire day's worth of medication is loaded. **DO NOT** quit if only a partial day is loaded.
4. To continue loading, after selecting '**Continue**' and pressing the **OK** button, the MD2 will rotate to the next cylinder and there will be a voice prompt to load a number of medicine cups again. Load it with 1 day's worth of medication cups and repeat step 3 until the unit is fully loaded.
 5. When the last day is fully loaded, press the **right arrow** so the word 'QUIT' is flashing. (**DO NOT** select QUIT if only a partial day is loaded. **NEVER LOAD FOR A PARTIAL DAY!**) Press the **OK** button and it will return to the normal menu screen showing the date and time.

EARLY DOSING (client wants meds early due to leaving home)

1. Unlock the unit exposing keypad (must have a key to do this!).
2. Press 'Early Dose', the machine will ask if you want to early dose, yes should be flashing, press 'OK' (if you do not want to early dose, press the up arrow key for no and press ok).
3. The MD2 knows where it is on the schedule and will dispense the next available dose at the correct time, the unit does not need to be shut down.

TIPS:

- Whatever is flashing on the screen, pressing 'OK' will allow that function to occur.
- Use good cups and be sure the lids are on securely and not cracked – crushed or broken cups will jam the machine and cause problems.
- Be sure MD2 is on sturdy and flat surface.
- If you are going away for an extended time, turn the switch on the back to off (down). When you return you will need to reprogram the unit.

TROUBLESHOOTING:

Machine Error

“Machine Error” is caused by the overflow bin becoming full (client has missed 4 doses), there was a power surge, jammed cup, 2 cups stuck together, or the machine just decided to take the day off.

The only way to correct this problem is to power down, empty, and reprogramming the unit.

1. Turn off the machine using the tiny black switch on the back of the unit where the power cord goes into it. It is sometimes hard for the client to find. This must be done so they can manually rotate the cylinders inside without stripping the gears.
2. After powering down, use the key to open the access door, and remove all medication cups (including any in the missed dose bin. Make sure to keep them in order so they can re-load them correctly! They can turn the white cylinders by hand to ensure the unit is empty, but only when it is powered off (see step 1).
3. After the unit is empty, turn the black switch back on and the unit will perform a ‘self test’ where it will rotate the cylinders and make clicking sounds for approximately 1 minute.
4. After the ‘self-test’ is complete, begin by setting the time and date on the unit (see page 1)

MISSED DOSES OR DOSES NOT DISPENSING

- If no cup is dispensed it usually is from improper loading – the cup may be stuck inside the dispense door. The caregiver/client should be able to gently open the door by sliding the white door to the left and using a finger to reach inside the unit to dislodge the stuck cup.
- If a cup has not dropped down and the window shows ‘Machine Error SERVICE’ then a cup is jammed and the unit will need to be reset. Turn the unit off, try to find any ‘jammed’ cups, and make sure all medication is accounted for before reloading and reprogramming the unit.

LOW BATTERY

- Some MD2 units have 8 C size batteries, and others use a rechargeable battery pack. If the unit shows bad/low battery then new batteries will need to be installed.
- Units with a rechargeable battery will slowly charge when plugged into A/C power. Pressing ‘Status’ will show the % of the battery.
- The battery does not affect the normal operation of the unit unless it loses power – it is only used for backup purposes during power outages. The battery can run the MD2 for up to 24 hours depending on usage and battery status.

EARLY DOSING (client wants meds early due to leaving home)

- Unlock the unit exposing keypad (must have a key to do this!).
- Press ‘Early Dose’, the machine will ask if you want to early dose, yes should be flashing, press ‘OK’ (if you do not want to early dose, press the up arrow key for no and press ok).
- *The MD2 knows where it is on the schedule and will dispense the next available dose at the correct time.*

HOW MANY DAYS ARE LOADED?

- Press ‘Status’ and it will tell you on the screen the # of days remaining in the MD2.