



Medication Administration Checking MAK Equipment Information

Equipment: MAK Carts

- ❖ Each cart is labeled with the cart name;
i.e. PSY3 MAKCART01/MED3MAKCART01(Located on the monitor)
If you are reporting an issue to the Helpdesk you will need to know this name.
- ❖ The monitor is multi-positional: up/down/up down tilt and sideways.
- ❖ To raise and lower the cart please use the foot pedal located on the foot base.
- ❖ Keyboard extends outward and can be placed in a tilt position. To return to original position please tilt downward and slide inward.
- ❖ Computer is located behind the monitor. Green lighted button on the side indicates the computer is turned on.
- ❖ Electrical cord holder is located on the right side of cart behind the drawer.
- ❖ Water pitcher holder is located on the left side of the cart behind the drawer.
- ❖ The Utility basket is located on the back of the cart; this can be used for cups, straws and bags.
- ❖ Combination for the locking draw is unit specific.
- ❖ Combination lock over ride is a key feature located behind the draw. Key is located in the Med Room.

Battery features

- Battery indicator lights are located on the cart base.
- When the cart is fully charged and plugged in there are 2-green (right) and 2 amber lights on
- When the cart is fully charged and unplugged 1 green light (right) and as begins to lose the charge the green light will move to the left. As the charge diminishes the lights will become amber.
- Flashing red indicates minimal battery charge, cart **MUST** be plugged in!
- If the cart has no battery charge it will take up to **FOUR** hours to charge. (you will need to re-boot the computer at this time)

*******PLUG CARTS IN WHEN NOT IN USE*******



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Do not swipe or move the reader in quick motions. In order to read the bar code, center the green square in the middle of the bar code you wish to scan. You will also have a blue flashing line. When the reader has captured the image, you will hear a beep confirming a 'good read.'

- If the reader does not immediately beep, move the reader closer (for small bar codes) or farther away (for larger/wider bar codes) until you are successful in reading the code.
- Hold the reader still. Do not swipe or move the reader from side-to-side.

Equipment: MAK Scanner



Barcode Scanners: The barcode scanner is a key link in the MAK safety check. These scanners are not tied to any specific workstation and must be synchronized to the cart the nurse is using. Triage the issue using the following instructions. If not successful, instruct the nurse to use an available scanner from the unit, if one is not available, a temporary replacement scanner will be stored in unit medication room.

Code Reader CR2500 Reader

Powering On

- To power on the reader, press and hold either button.
- The reader will beep once to confirm it is powered on.

Lights on the Reader:

- **Left Light:**
 Memory Icon – a solid light indicates data is stored in memory on reader. The UCONN configuration disables data storage on the reader. If data is stored on the reader, follow the UCONN configuration document to program the reader correctly.
- **Right Light:**
 Battery Icon – Battery Power Indicator:
 - The battery light will flash every 15 seconds:
 - Green Flash = 50-100% Battery life
 - Amber Flash = 20-50% Battery life
 - Red Flash = 0-20% Battery life – Replace the battery if light is flashing red

Bar Code Reading Techniques

CR2500 or CR1200 Reader Troubleshooting:

A. If the reader has no laser attempting to scan:

1. Check battery light and replace if necessary.



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2. If scanner continues not to work. Get extra scanner located in med room, notify Helpdesk @ 4400

B. Bar codes are not being read (no beep when attempting to scan)

1. Scan the UCONN configuration document to program the reader.

C. No connection to Modem (CR2500 only):

1. Verify Modem is connected via USB cable to laptop indicated by a solid Blue light on the Modem.
2. Scan the Quick Connect code on Modem again. You will hear one beep when the code is scanned and a second beep 7 seconds after indicating connection.
3. If step 2 doesn't work, disconnect Modem from cable and reconnect and try step 1 again.
4. If step 3 doesn't work, reset reader outlined below and scan UCONN configuration document.

D. Double beep when attempting to connect to Modem (CR2500 only):

1. Verify Modem is connected via USB cable to laptop indicated by a solid Blue light on the Modem.
2. Scan the Quick Connect code on Modem again. You will hear one beep when the code is scanned and a second beep 7 seconds after indicating connection.
3. Scan the UCONN configuration document.

E. Memory Light is Solid (CR2500 only):

A solid light indicates data is stored on the reader. The UCONN configuration disables data storage. Scan the UCONN configuration document again. To manually clear stored data, scan the following code:



M071_01

1. Scan the UCONN configuration document to program the reader.

F. User cannot explain the problem:

1. Remove battery and replace. Press and hold either button to turn reader on.
2. Reset reader as outlined below.
3. Follow the UCONN configuration document to program reader.

To Reset the Reader (CR2500 or CR1200)

1. Scan the Reset to USB Factory Defaults Code. You will hear two beeps.

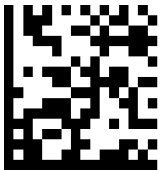


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M049_03

2. Scan Clear all prefixes and suffixes. The reader will reboot. You will hear two consecutive beeps and then a single third beep once the reader has completed its reboot. This removes the MAK settings in the reader.



M052_01

3. Scan Save settings.



M188_02

4. Scan the UCONN setup code for either the wireless CR2500 or the CR1200.

CR2500 Wireless Setup



1. To configure your wireless CR2500 for Siemens, scan the following code:



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CC000710_05

Your wireless CR2500 will reboot upon scanning the above code. A reboot consists of one beep once with the code is scanned, followed by two separate beeps indicating the reader is configured.

2. Scan the Quick Connect Code on the CodeXML Modem



You will hear one beep when the code is scanned. After about 6 seconds, a second beep will indicate a Bluetooth connection has been established.

3. Scan Save Settings:



M188_02

CR1200 Setup (Cabled-only)





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To configure the cabled-only, CR1200 for Siemens, scan the following code:



CC000711_01

The CR1200 will reboot upon scanning the above code. A reboot consists of one beep once with the code is scanned, followed by two separate beeps indicating the reader is ready.

Employee ID Badge: Each nurse and respiratory therapist must have a valid library barcode on the back of their UCHC ID badge. If they have forgotten their badge, instruct them to report to Bed Control in room C2088 to obtain a temporary badge.

At the end of the shift the temporary badge will be returned to Bed control. Your next schedule shift you **MUST** return to Bed control to have your ID badge re-scanned into MAK.