

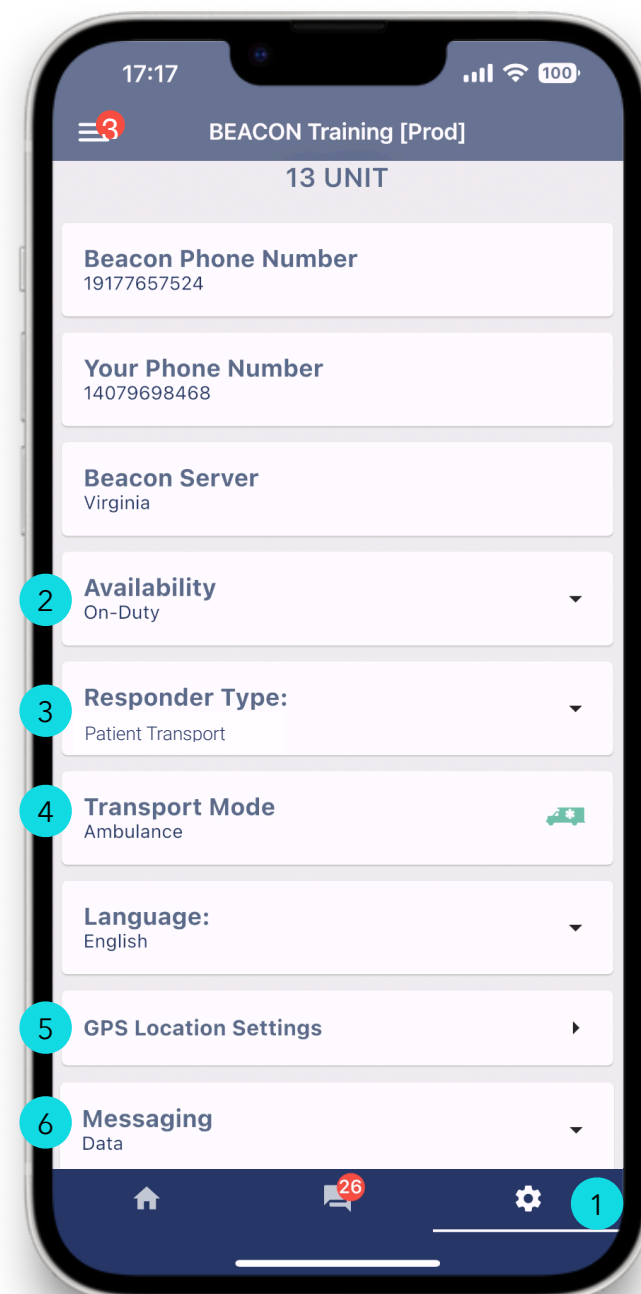


LOG IN & SET UP

To be ready to receive Alerts and respond via the Mobile App:

1. Go to the Settings Screen
2. Click Availability option and select **ON-DUTY**
3. If you're staffing the ambulance, set the Responder Type to **Patient Transport**
4. Select your Transport Mode
5. Change the GPS Tracking to **Only During Incidents**
6. Make sure Messaging is set to **DATA***

*If you want to change to SMS, it's easiest to close the app and send **789 as an SMS** to the Beacon Phone Number (at top)



These are the steps to follow for Beacon mobile app users who transport patients to the hospital.

STEP 1. INCIDENT ALERT

- 1 **Incident Alert** – Displayed when there is an active incident
- 2 If Beacon is still accepting responders for the incident, you'll be asked how long it will take to you to get to the Incident Location
- 3 Click **Confirm** to enter your estimated time of arrival to the Incident Location
- 4 Use the dial to select your **Estimated Time of Arrival** to the Incident Location.
- 5 Click **Confirm**. Beacon will now decide if you're needed.

STEP 2. CONFIRM EN ROUTE

- 6 **Confirm En Route** – Indicates that you have been assigned to this incident and are expected to respond
- 7 **Incident Description** – Provides further details on the nature of the incident and what assigned responders will need to do
- 8 Click **Confirm** when you are on your way to the Incident Location

STEP 3. CONFIRM ON SCENE

When you've arrived at the Incident Location:

- 9 Click **Confirm**, or
- 10 Click **Unable to Locate** if you cannot find the Incident location, or
- 11 Click **Cancel**, if you have to cancel your involvement

STEP 4. COMPLETE TRANSPORT

If you are going to transport a patient to the hospital:

- 12 Click **Confirm**, then a pop-up screen will appear where you will need to select:
 - A The **Destination** Hospital
 - B The **Number of Patients** you're transporting
 - C Your **ETA to the hospital**
 - D Then click **Confirm**

STEP 5. CONFIRM ARRIVAL

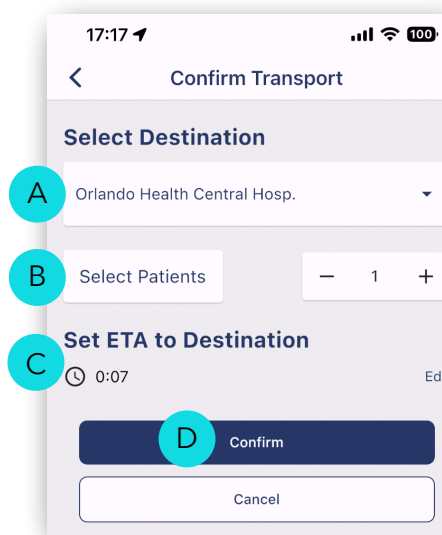
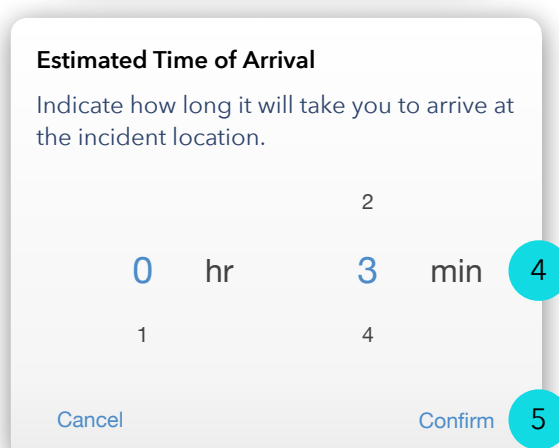
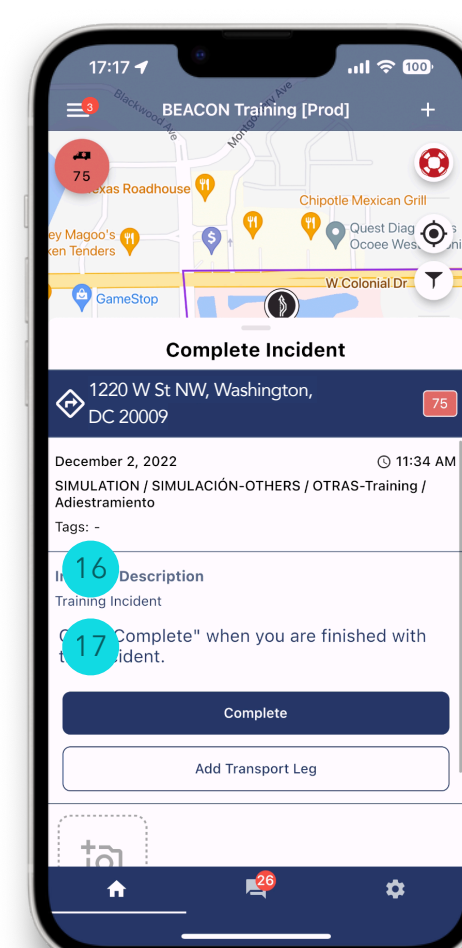
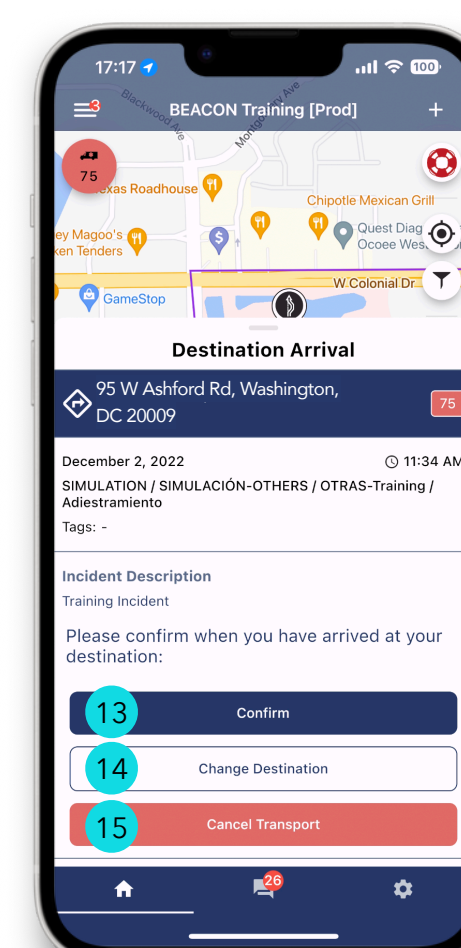
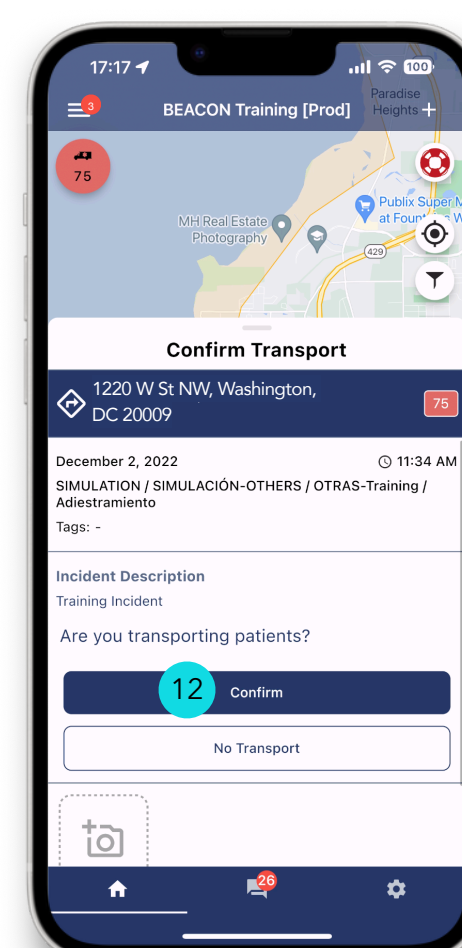
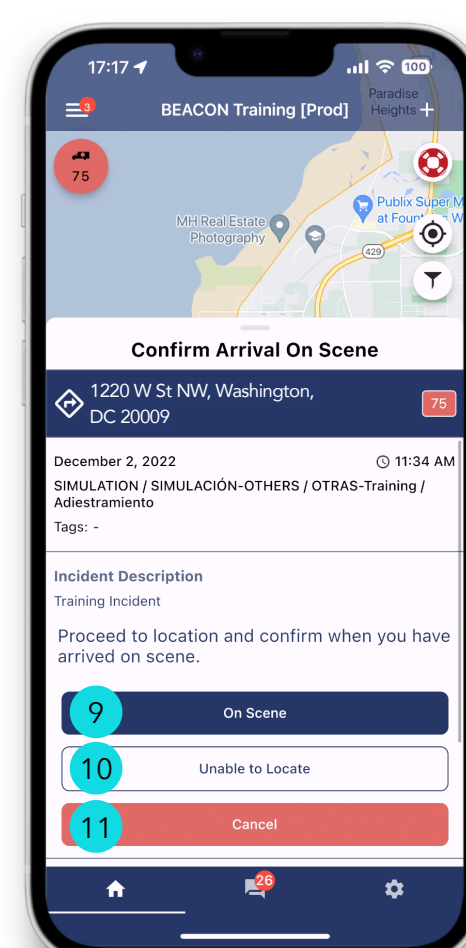
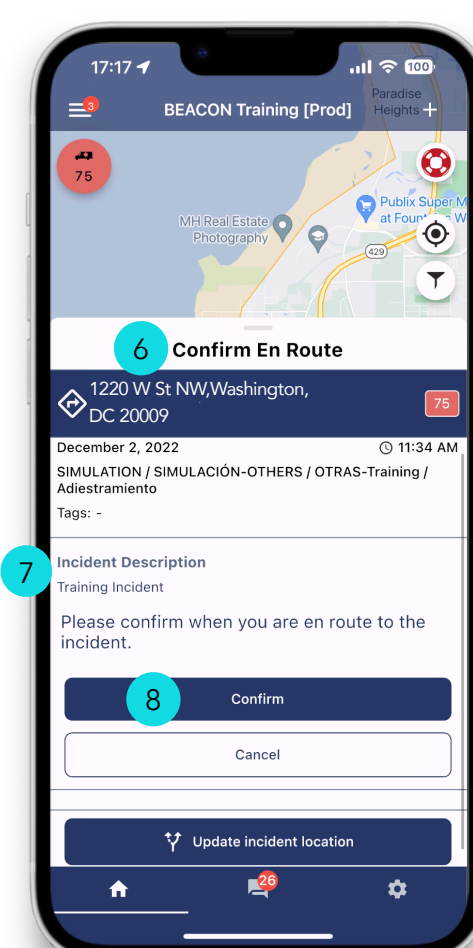
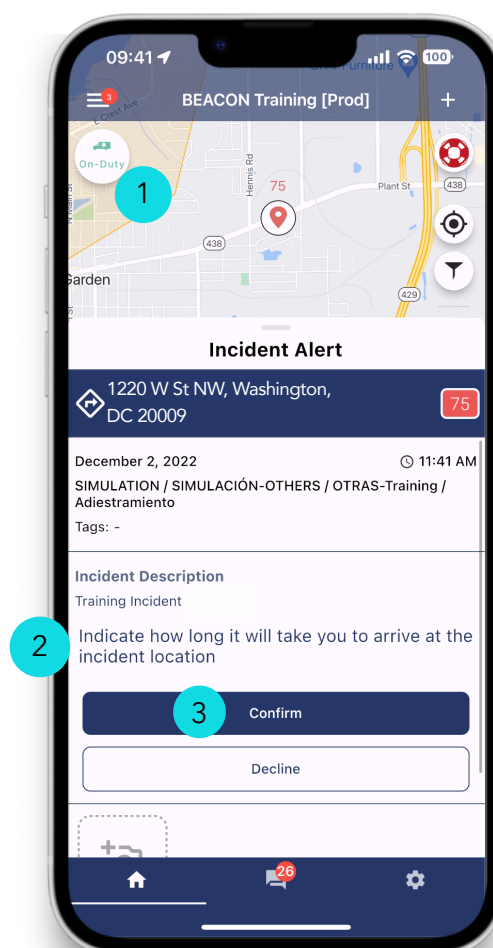
When you have arrived at the transport destination:

- 13 Click **Confirm**, or
- 14 Click **Change Destination** to select a different destination, or
- 15 Click **Cancel Transport** if needed

STEP 6. COMPLETE INCIDENT

When you are finished with the incident

- 16 Click **Complete**, or
- 17 Click **Add Transport Leg** if you need to transport to an additional destination



For a full explanation of Beacon Mobile App features visit:
www.docs.trekmedics.org/

