

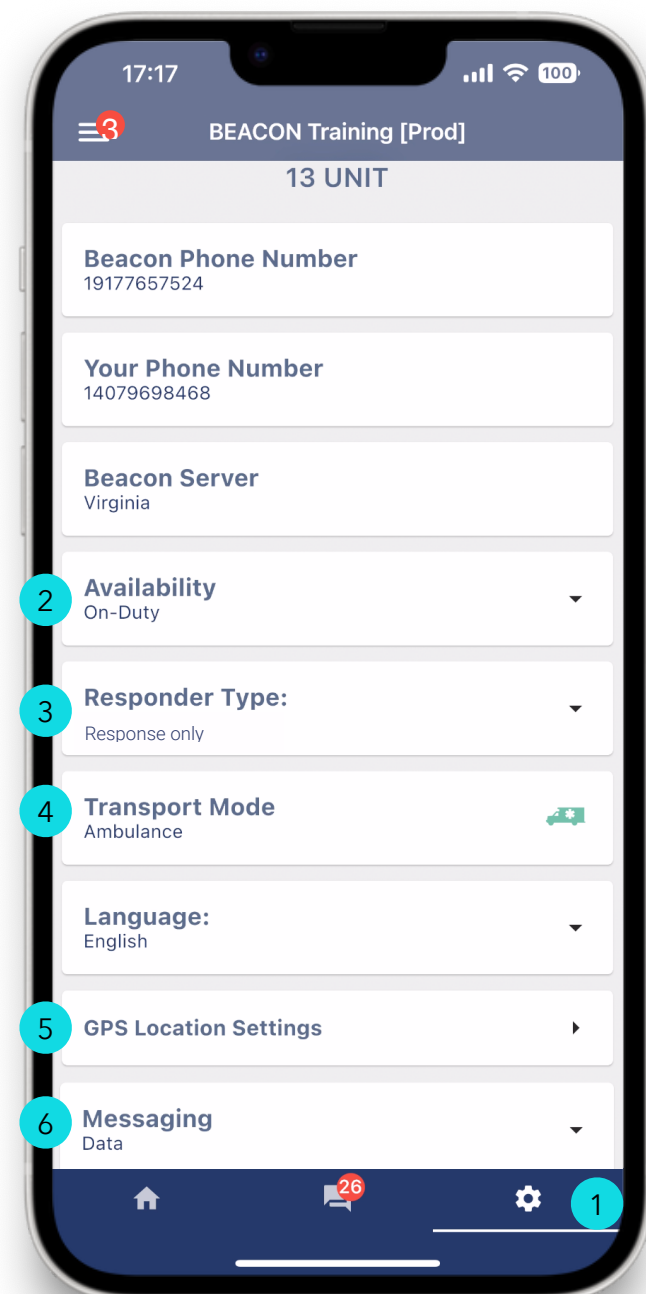


LOG IN & SET UP

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. Unless you're staffing the ambulance, set the Responder Type to **Response Only**
4. Select your Transport Mode
5. Change the GPS Tracking to **Only During Incidents**
6. Make sure Messaging is set to **DATA***

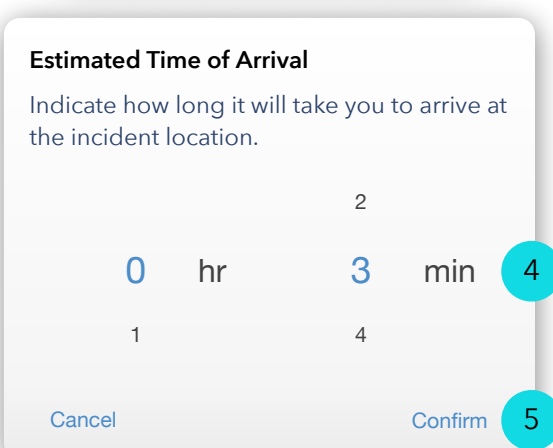
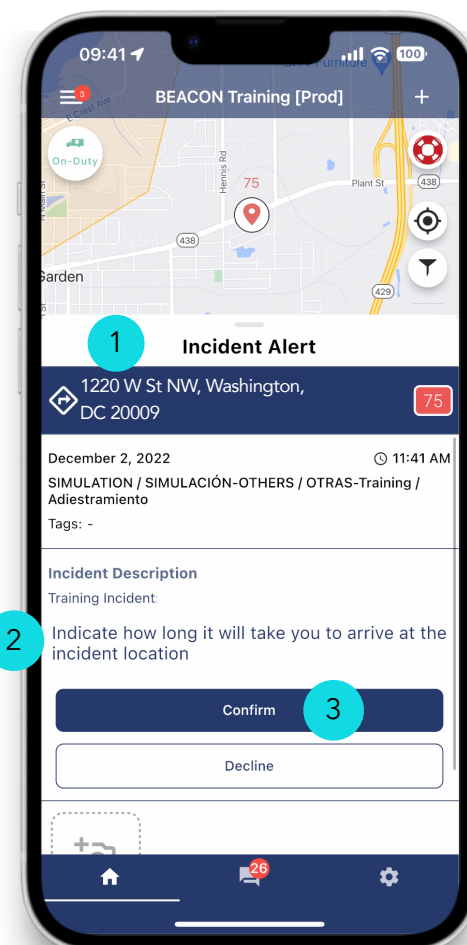
*If you want to change to SMS, it's easiest to close the app and send **789 as an SMS** to the Beacon Phone Number (at top)



These are the steps to follow for Beacon mobile app users who only respond to incidents and do not transport patients.

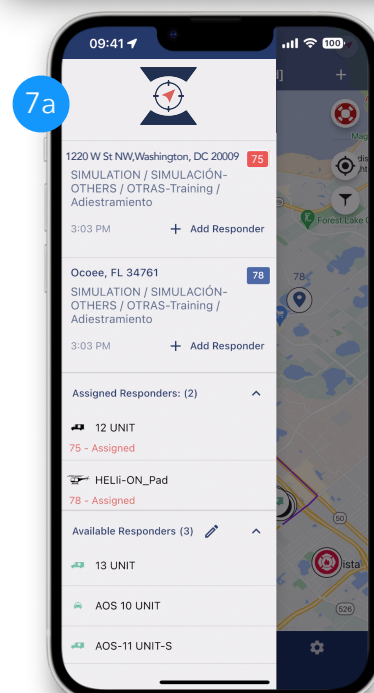
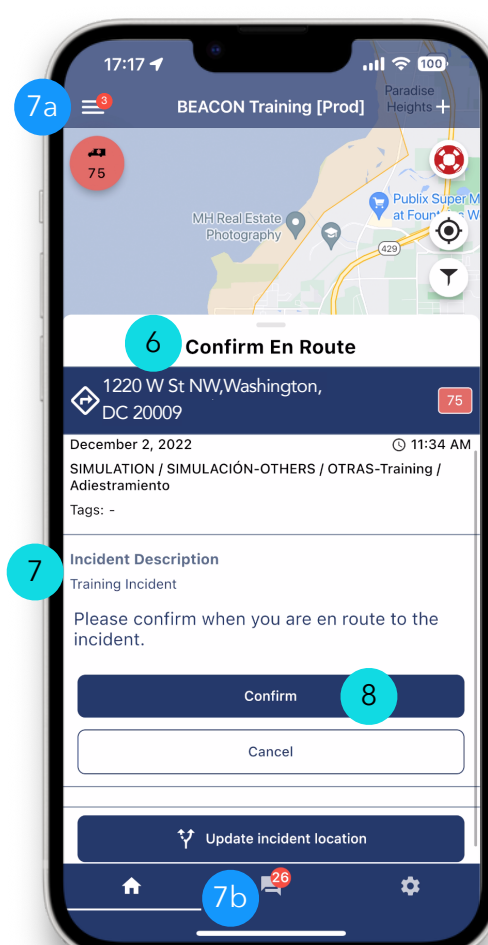
STEP 1. INCIDENT ALERT

- 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.



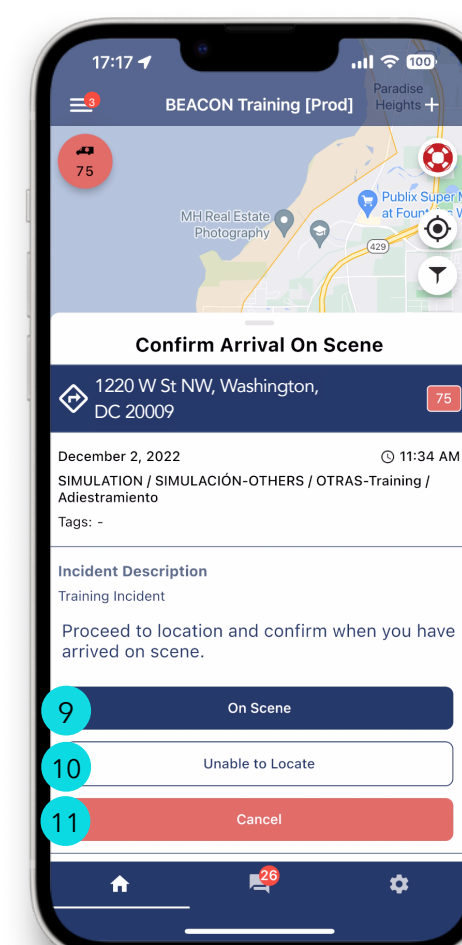
STEP 2. CONFIRM EN ROUTE

- 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
- 7a **Sidebar**– Open the sidebar to see who else is assigned to this incident
- 7b **Chat Window** – If you need to coordinate with other responders, click the chat button
- 7c **Incident Chat Group** – Private chat group reserved for assigned responders and dispatchers



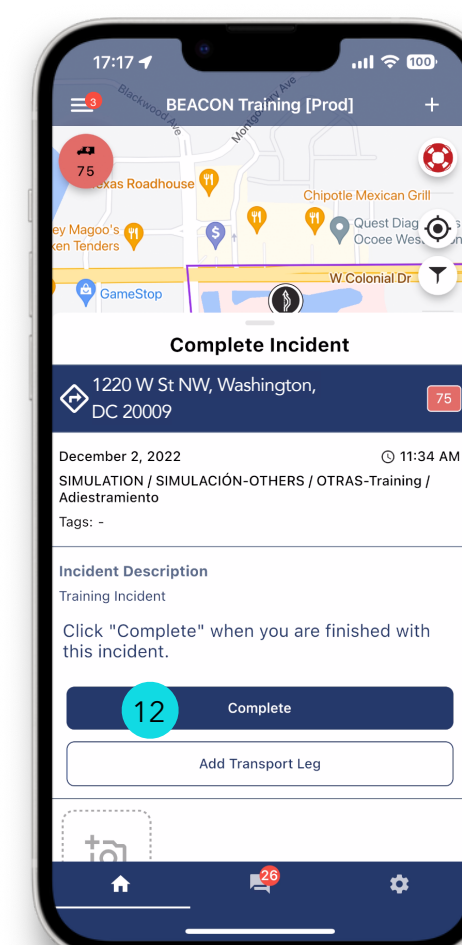
STEP 3. CONFIRM ON SCENE

- 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 INCIDENT

- When you have finished attending the patient:
- 12 Click **Complete**



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

