Installing a Transmitter

The transmitter installation process involves three separate steps:

- Assembling the transmitter
- Sizing or measuring for proper fit
- Installing the transmitter on the client

**Note:** You must send a completed Client Enrollment form to your monitoring center **before** installing the equipment. If you fail to provide this information, the transmitter and receiver **cannot** function properly, and your client **cannot** be monitored.

### Assembly

1. Locate the transmitter installation kit and lay out the parts. Scissors and a hex screwdriver are required to complete installation.

2. Place one of the clamp/rail assemblies onto the strap end with the numbers beginning at “1.” The pins in the rail must align with the two holes at the end of the strap. Ensure that the numbered lines on the strap are facing away from the concave side of the Transmitter and the leg. The strap end should abut against the teeth in the clamp. Tighten the clamp/rail assembly screws using the hex screwdriver. This now becomes the fixed end of the strap.

**NOTE:** *This step may already be completed for you.*

3. Slide the other clamp/rail assembly onto the other end of the strap, and pull about 2 - 3 inches of the strap through the assembly. Do not tighten the screws.

**NOTE:** *This step may already be completed for you.*

4. Insert the clamp/rail assembly on the fixed end of the strap into the track nearest the battery side of the transmitter. The strap should be facing the concave side of the transmitter.

5. To install the battery, take the battery and the venting strip (blue string) out of their protective package. Place the non-looped end of the venting strip into the battery well of the transmitter. Apply a large, visible drop of BI-Protect to each battery lead. Apply two drops of BI-Protect to the rubber O-rings on the battery. Spread the liquid to all sides. Match the battery leads with the insertion holes in battery well, then insert the battery. The battery cannot be inserted backwards because it will not seat inside the opening. Do not force the battery into place. Pull the venting strip out of the battery well to ensure an airtight seal. If the battery slightly rises out of the battery well, or the venting strip breaks inside the battery well, remove the battery and repeat step 5 (unless broken, the venting strip is re-usable).

6. Install the male latch over the battery side of the transmitter to secure the side rail during installation.

7. Hold the transmitter against the narrowest part of the client’s bare ankle. Slide non-fixed clamp/rail assembly into the track on the other edge of the transmitter. Make sure the sloped side of the clamp faces the front of the transmitter case.

### Sizing

8. To ensure a proper fit: 1) the transmitter should be no further than ¼ of an inch away from clients ankle. 2) the transmitter can rotate around the ankle, but meets resistance near the front and back of the ankle and 3) the transmitter is comfortable while walking — the client’s ankle is not pinched. Once the proper strap length has been determined, note the sizing number on the strap nearest the front edge of the rail.

9. Slide the non-fixed clamp/rail assembly out of the its track on the side of the transmitter. Pull the strap out of this clamp/rail assembly. Cut the strap on the line numbered one less than the sizing number you noted in the previous step. For example, if you noted number 23 in the previous step, cut the strap on the line numbered 22. The strap must be cut straight across the line. An angled cut prevents the strap from properly seating inside the clamp/rail assembly.

10. Reinsert the cut end of the strap into the clamp/rail assembly. The end of the strap should now be tucked into the end of the clamp behind the teeth. The end of the strap must not extend beyond the clamp.
11. Tighten the screws with the hex screwdriver. Tug on the strap to make sure that it is secure. There should not be a gap between the side rail and the clamp.

**Installing**

12. Place the transmitter on the client’s leg and slide the rail into the slots on the side of the transmitter body.
13. Install the female latch. Slide it along the top of the transmitter until it engages the male latch and they butt together. You must hear a click. If you do not hear a click, remove the latches and install a new set.

**Installing a Receiver**

1. Place the receiver in the selected location. Make sure it is about three feet above the floor and not next to metal items, shelves, or mirrors. It should also be out of direct sunlight and away from outside walls.
2. Disconnect the client’s phone cord from the wall jack and plug it into one of the two receiver phone ports.
3. Insert one end of the supplied phone cord into the phone jack and the other into a vacant receiver port.

*Step 4 only applies if you are using the Sobrietor*

4. Plug the BI Sobrietor cord into the Sobrietor port on the back of the unit.
5. Plug one end of the cord from the in-line power supply into the back of the receiver and the other into the wall socket.
6. Use your key to turn the receiver to the ON position.

**Range Test**

The receiver makes an initial call to the central monitoring computer to get the serial number for the transmitter to be monitored. Then the receiver begins a three minute range test. (The range test time is configurable.) The yellow range indicator begins flashing while the receiver tracks the transmitter. The receiver beeps as it receives each signal sent by the transmitter. One long beep indicates the transmitter is installed correctly and in Closed Strap condition. A series of three short beeps indicates that the transmitter is in Open Strap condition and needs to be inspected for proper installation.

During the range test period, the receiver emits a beep every few seconds. To determine how far away the client can be from the receiver, ask him or her to move about the home. If the client moves out of range, the sound of the beeps emitted from the receiver stops. When the client moves back in range, the receiver will begin beeping again. Based on the results of this test you may consider moving the receiver to a different location within the home or changing the range setting.

**Final Confirmation**

During the range test, the central monitoring computer calls the receiver to confirm the installation. BI strongly recommends that you call the monitoring center to confirm the success of the installation prior to leaving the client’s home.

After getting a “successful” confirmation from the monitoring center, spend some time discussing the purpose of the equipment with the client and his/her family. Explain the function of the indicator lights and any telephone restrictions that may apply.

Finally, make sure you have collected all packing materials *including* the receiver power key.

**Waste Electrical and Electronic Equipment (WEEE)**

All electrical products that reach the duration of their functioning capabilities must be returned to BI Incorporated for recycling.