After you have entered your data and scanned in your fingerprints, the sales representative will create your profile for you and will give you back your activated *Secure Key*.

You are now ready to begin enrolling co-workers and setting up the *GSM Controller* for patients.

Step 5. Enrolling Co-workers

Only the primary pharmacist previously enrolled and authenticated on the *Secure Key* may enrol further users on the same *Secure Key*. You will need a *GSM Controller* to complete this process.

Insert your *Secure Key* into the *GSM Controller.* The *GSM Controller* will detect your *Secure Key* and will ask you to authenticate yourself by swiping the requested finger on the fingerprint sensor. See Figure 4. for details.
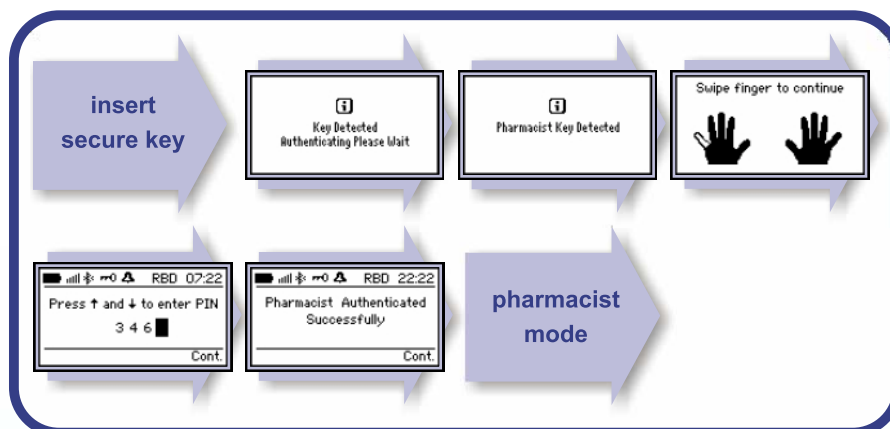

Figure 4. Authenticate Yourself to Enter Pharmacist Mode

Once authenticated you may enrol your co-worker by following the flow in Figure 5 below.
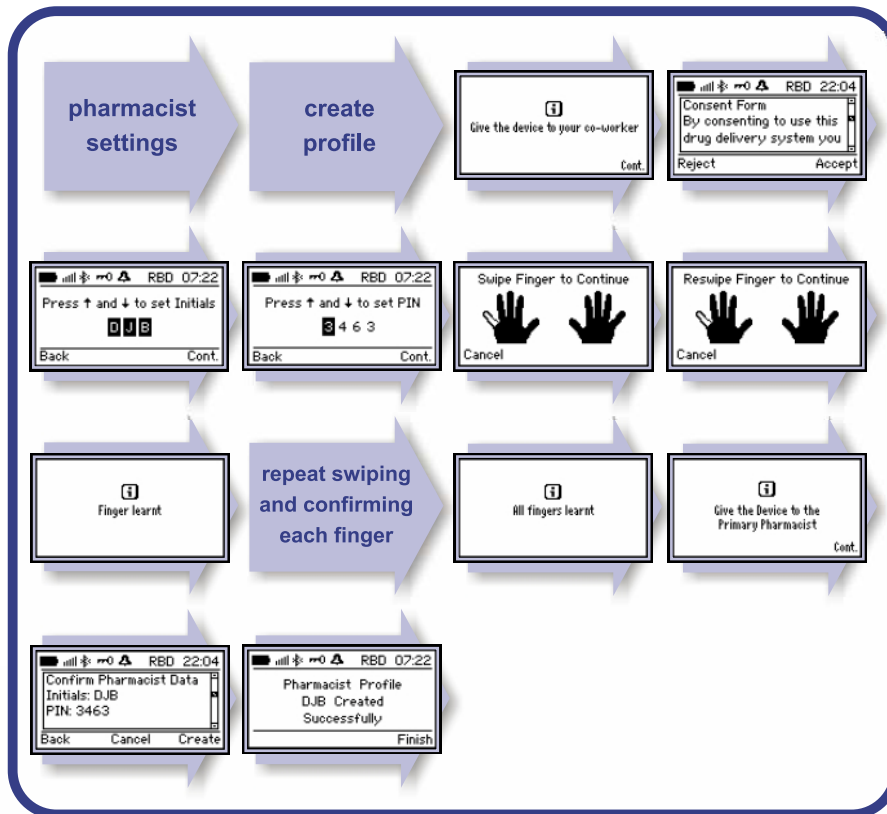

Figure 5. Enrol a Co-worker

Once you have added your co-worker's profile onto the *Secure Key*, they will be ready to begin setting up *GSM Controllers* for patients using the same *Secure Key*.

USING THE GSM CONTROLLER

This section of the manual describes using the *GSM Controller*, including how to authenticate a finger and how to input data to the *GSM Controller*.

Step 1. The GSM Controller User Interface

Familiarise yourself with the different keys and interfaces of the *GSM Controller* as shown in Figure 6. The *GSM Controller* must be charged before it can be used (see Step 3. Charging the GSM Controller).
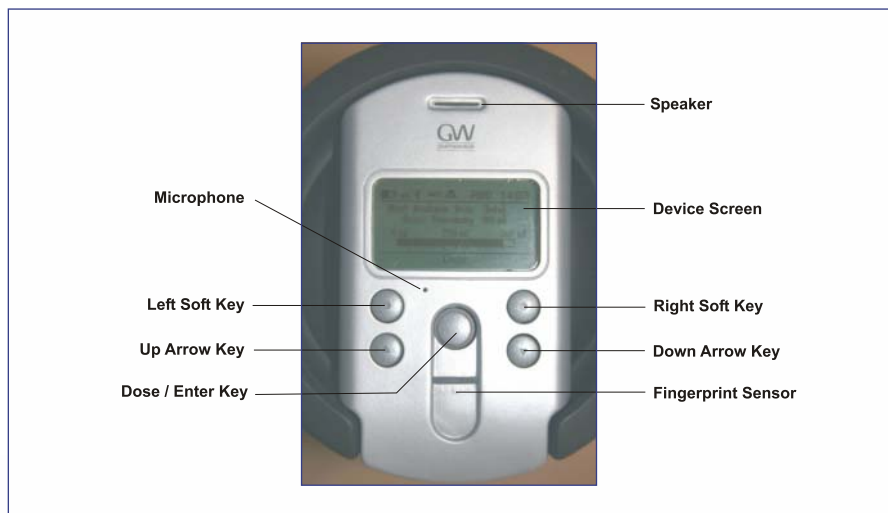

Figure 6. GSM Controller User Interface

Figure 7. GSM Controller User Ports

Step 2. How do I Authenticate a Finger?

In order to learn a fingerprint or authenticate with the *GSM Controller* the finger starting position, angle, rotation and finishing position must be consistent.

Correct Fingerprint Swipe

Use the finger indicated on the screen for fingerprint recognition. Ensure the finger is clean and dry.

Place your finger within the fingerprint sensor recess then drag the finger backwards as shown in Figure 8. below. Observe the correct angle and ensure that a steady scan speed is maintained.

Figure 8. Correct Fingerprint Swipe

Incorrect Fingerprint Swipe

Figure 9. Incorrect Fingerprint Swipes

If you do not swipe your finger in the alotted time period (XX minutes), the *GSM Controller* will time out and you will be returned to the Patient Mode Home screen.

Step 3. How to Input Data

All data input works on the same premise: using the Up/Down Arrow keys to cycle through the characters and the Dose/Enter key to move from character to character (left to right). Please refer to '*Step 1 The GSM Controller User Interface*' for more details.

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Figure 10. Input Data

Letters & Numbers

Use the Up and Down Arrow keys marked "▲" "▼" to cycle through the alphabet (a-z) or numbers (0-9) and use the Dose/Enter key to move from character to character where applicable (e.g. inputting initials or phone number).

Quantities

Use the Up and Down Arrow keys marked "▲" "▼" to increase/decrease a value (e.g. inputting a dose size).

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SETTING UP A PATIENTS GSM CONTROLLER

This section of the manual takes you through the steps involved in setting up a *GSM Controller* for a patient to use.

Step 1. Checking the GSM Controller Pack

Check that the *GSM Controller* and documents shown below in Figure 11 are present. If any of the components are missing, inform your equipment provider.

Picture needs reg card and quickstart guide added (also correct cover for pat user guide)

Figure 11. Patient Pack Contents

Documents

The following documents are included with the *GSM Controller:*

● **Patient User Guide**

Patients should read the instruction manual (IM 102542) provided in the pack thoroughly prior to using the *GSM Controller.*

● **Patient Registration Card**

It is essential that the patient completes the Registration Card (IM 102603) and returns it as soon as possible.

● **Patient Quick Start Guide**

The patient can refer to the Quick Start Guide (IM 102602) if they would like to start using the Drug Delivery System as soon as possible. However, the patient should be informed that important safety information is contained within the instruction manual and it must still be read thoroughly.

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Devices

- **GSM Controller (REF 101763)**

  The *GSM Controller* is the electronic key used to control the dispensing of medication from the *Secure Methadone Canister* and displays information such as battery level and number of doses left. Parameters such as dose and dose frequency are stored and programmed by a pharmacist in accordance with the patient's prescription.

- **Mains Power Supply (REF 101765)**

  The Mains Power Supply, when connected to the *GSM Controller* and a mains outlet, provides power to recharge the *GSM Controller.* The *Power Supply* reference number is the six digit number at the beginning of the serial number provided on the *Power Supply* label (e.g. SN: **101765**-30-2005).

Step 2. Switching on the GSM Controller

To switch on the *GSM Controller*, connect the *Power Supply* as shown in Figure 12. **Only use the supplied *Power Supply* REF. 101765 with the *GSM Controller***. You may need to wait for a few minutes for the *GSM Controller* to "wake up". The *Power Supply* may be disconnected from the *GSM Controller* once it has woken up and charged. See Step 3 on page 15 (*Charging the GSM Controller*).

Once the *GSM Controller* has been switched on, you will be in Patient Mode. Patient Mode is the default mode of the *GSM Controller* used to allow patients to dose in a controlled manner.

To enter Pharmacist Mode insert the *Secure Key* and authenticate yourself.

Figure 12. Switching on the GSM Controller

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How do I Switch off the GSM Controller?

The *GSM Controller* will only switch off when the internal battery runs flat.

Step 3. Charging the GSM Controller

Connect the *Power Supply* charger lead to the *GSM Controller* as shown in Figure 13. **Only use the supplied *Power Supply* REF. 101765 with the *GSM Controller*.**

Figure 13. Connecting Charger Lead to GSM Controller

Connect the *Power Supply* to a 100-240 Volt AC 50Hz/60Hz mains outlet and ensure that the mains outlet is switched on.

Check to see that the 'Battery Remaining xx%' screen is displayed, where "xx" is the percentage level of the battery charge.
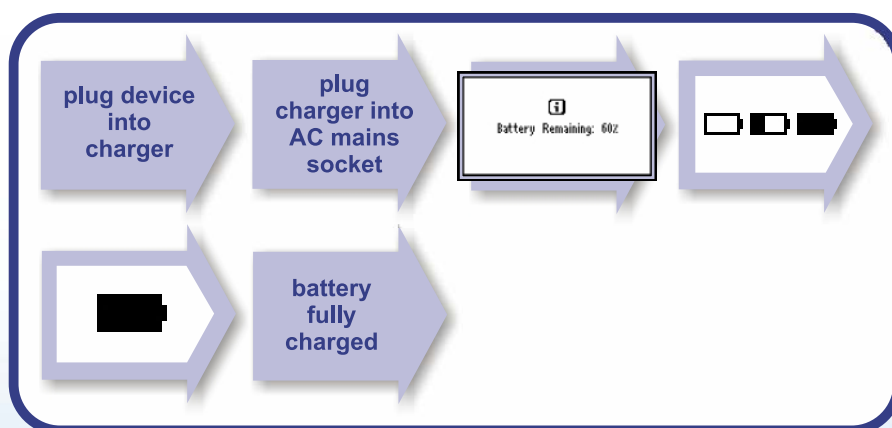

Figure 14. GSM Controller Charging

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Battery low condition

It is recommended that the battery be kept charged whenever possible to maintain a high level of charge. If a 'Battery Low' information screen appears then the *GSM Controller* should immediately be placed on charge as described above. **Only use the supplied** *Power Supply* **REF. 101765 with the** *GSM Controller*.

A flat battery will take 6 hours to fully charge. The battery may be flat after long periods of non use.

Step 4. Setting the Time and Date

The current time and date will not initially be set on the *GSM Controller*. See Figure 15 below for details of how to set the time and date.
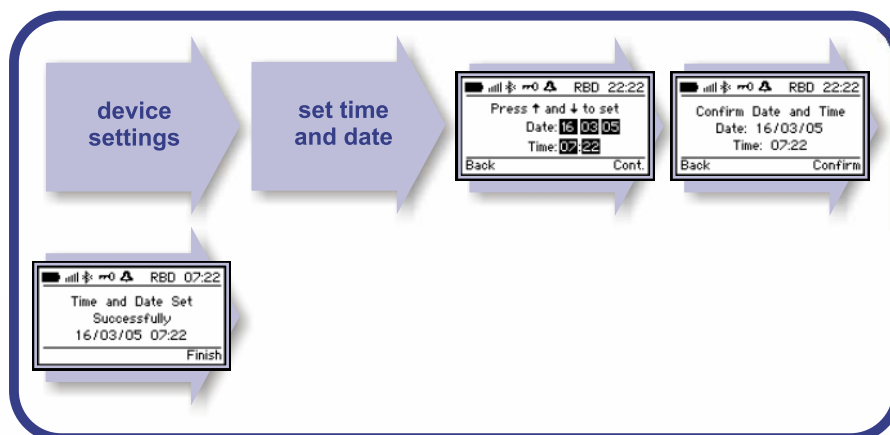

Figure 15. Setting the Time and Date

Step 5. Enrolling a Patient

Once the time and date have been set a patient can be enrolled on the *GSM Controller.* See Figure 16 for details.
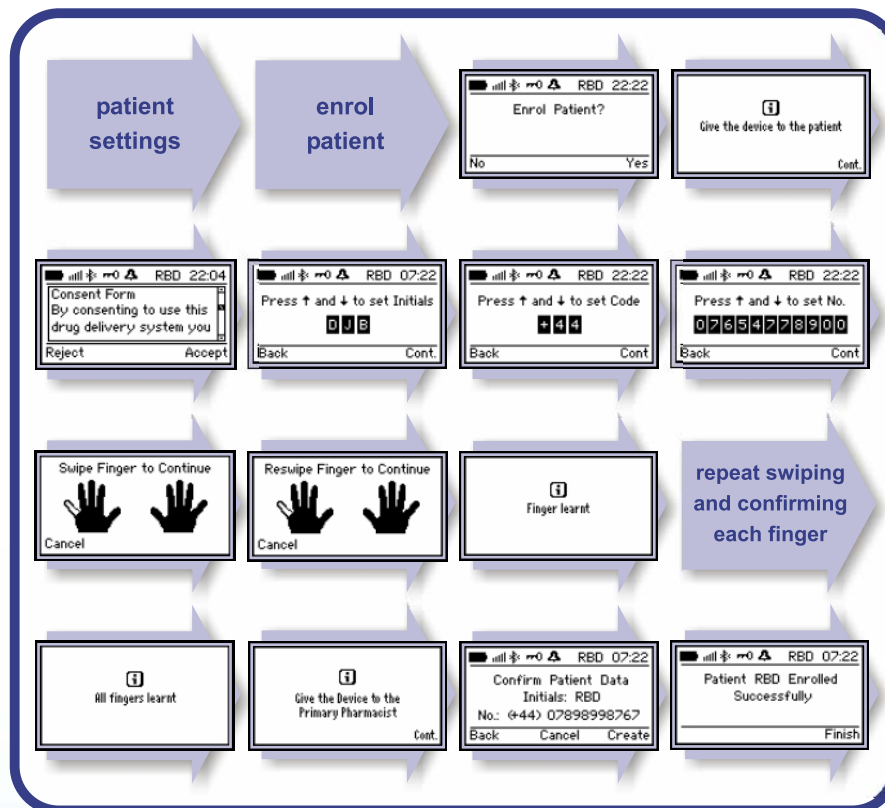
Start the enrolment process and pass the *GSM Controller* to the patient when instructed to do so.

Figure 16. Enrol a Patient