



ReadiCheck[®] AED Inspection System

From Readiness Systems[®]

Readiness Systems[®]

ReadiCheck

Quick Start Guide (v2.0)

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ReadiCheck – from Readiness Systems

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ReadiCheck Quick Start Guide 2.0

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RadiCheck Quick Start Guide

This RadiCheck Quick Start Guide walks you through the easy process of installing the RadiCheck 2.0 web app in your computer (Windows/iOS), smartphone or tablet (Android or iOS) browser. The process of registering QR codes and inspecting AEDs is the same as the RadiCheck 1.0 mobile apps.

Click the following link to view this full [RadiCheck User Guide](#) online.

Before You Begin – Set Up the Software if Needed

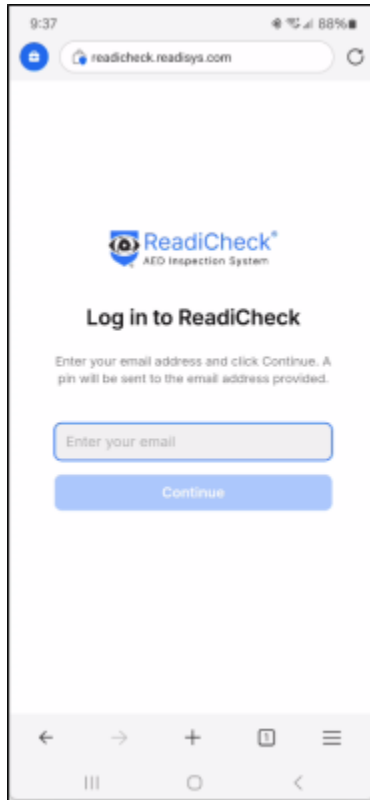
Before you can use RadiCheck to inspect your AEDs, the **Location** and **Inspected AED** information for each AED must first be set up in the online AED Readiness Manager (**Manager**) software.

If the Location and/or Inspected AED are not yet set up, go to the full RadiCheck User Guide to find instructions for adding them.

REMEMBER: Only Users added in Manager can use the RadiCheck web app to inspect AEDs.

Detailed instructions about how to add and manage users can be found in the [AED Readiness Manager User Guide](#).

Install the ReadiCheck App



ReadiCheck is a web app that works on smartphones, tablets and computers. It does not require the installation of a native Android or iOS app from an app store.

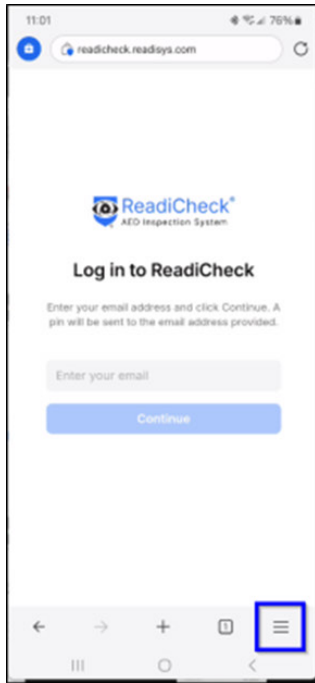
To install the ReadiCheck web app, start by visiting:

readicheck.readisys.com

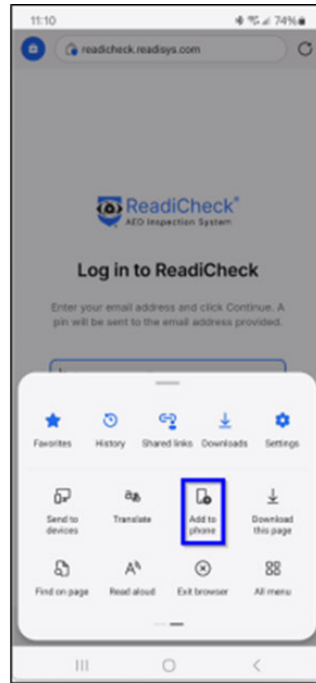
Then, follow the instructions below.

REMEMBER: ONLY USERS ADDED IN THE ONLINE AED READINESS MANAGER SOFTWARE CAN USE THE READICHECK INSPECTION APP. CONTACT YOUR AED PROGRAM MANAGER, DISTRIBUTOR, OR READINESS SYSTEMS IF YOU DON'T YET HAVE A USER ACCOUNT.

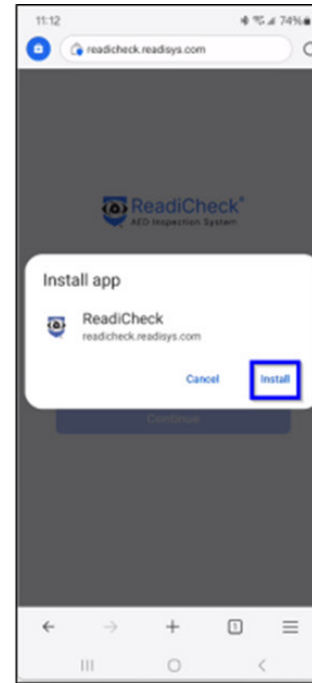
To Install on an Android Phone



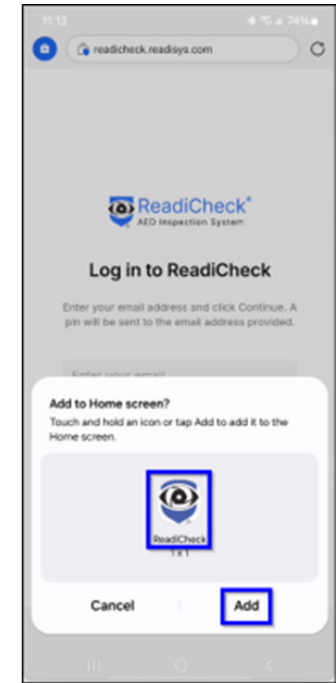
From the RadiCheck log in page in your browser
readicheck.readisys.com
tap the **Menu** button.



On the popup menu, find and tap the **Add to phone** icon.

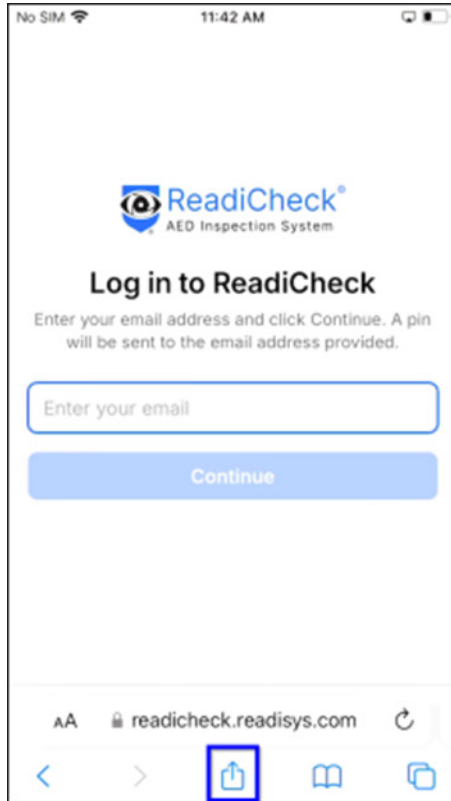


On the Install app popup screen, select **Install**.

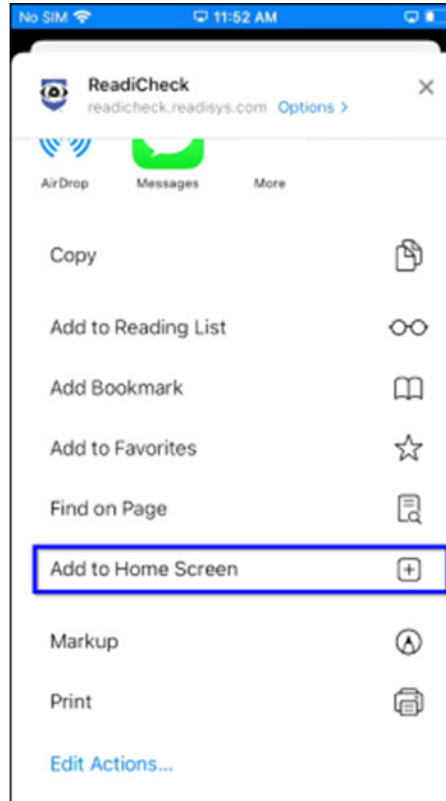


On the Add to Home screen popup, tap **Add**. A RadiCheck app icon will be added to your home screen. The RadiCheck app is now installed.

To Install on an iOS (Apple) iPhone



From the ReadiCheck log in page in your browser
readicheck.readisys.com
tap the **Share** button.

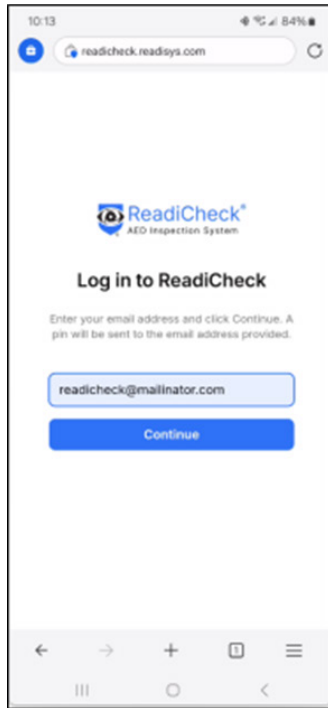


On the slide-up screen, tap **Add to Home Screen**.

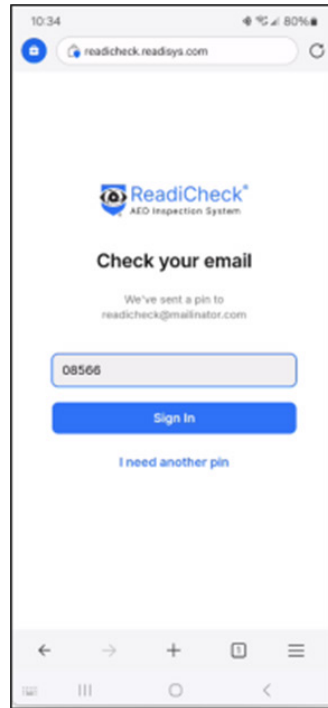


On the Add to Home screen, tap **Add**. A ReadiCheck app icon will be added to your home screen. The ReadiCheck app is now installed.

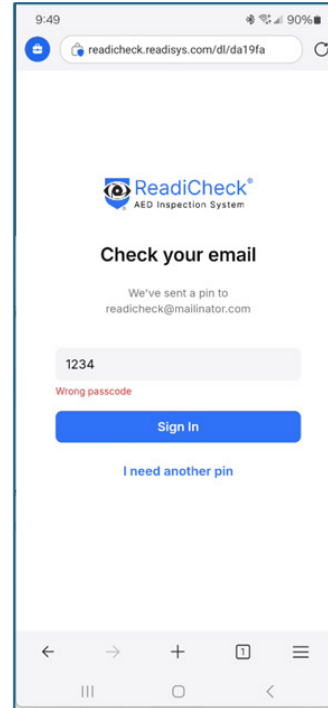
How to Log in to the ReadiCheck Web App



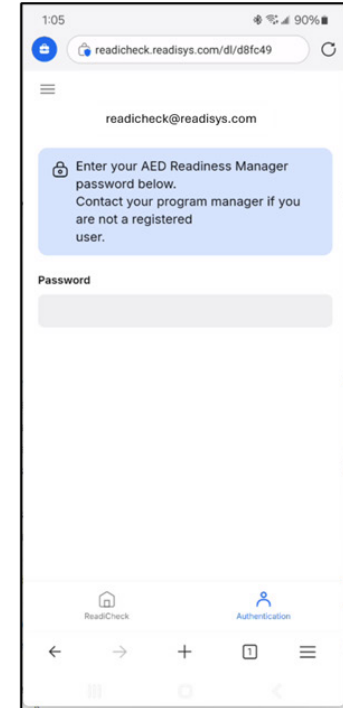
Tap the ReadiCheck app icon which takes you to the ReadiCheck log in page. Enter your email address and then click **Continue**. This will take you to the PIN page and a PIN number will be sent to the email address you entered.



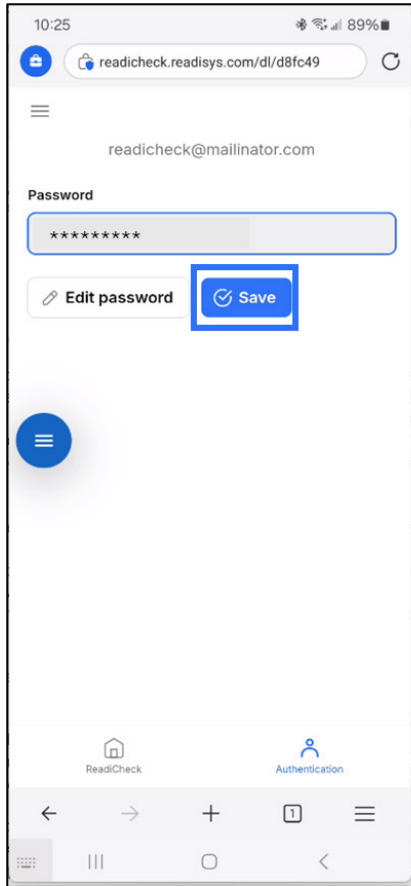
On the PIN page, enter the five-digit PIN number emailed to you and then click **Sign In**.



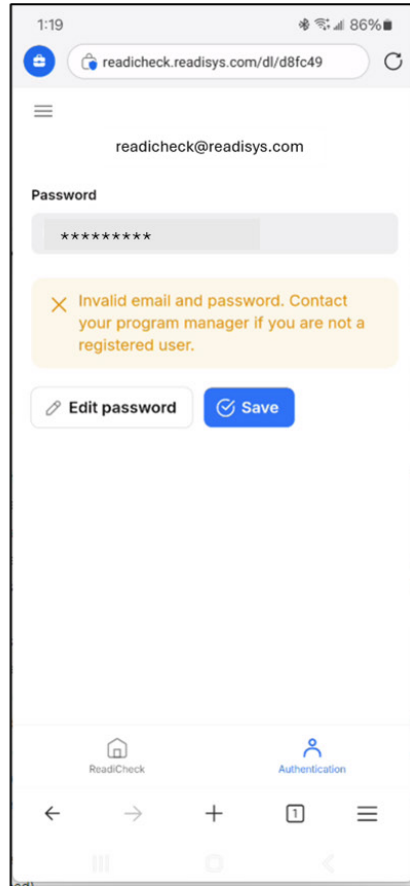
If you enter the wrong PIN, you will get an error message.



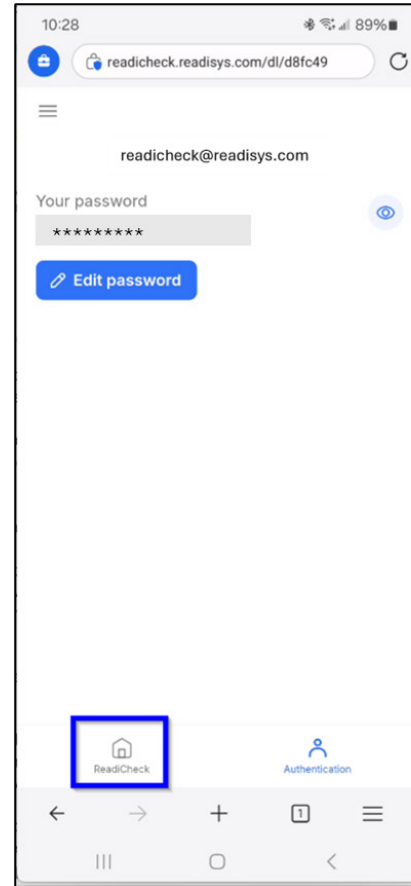
After submitting your PIN for the first time, you will be taken to the enter password page.



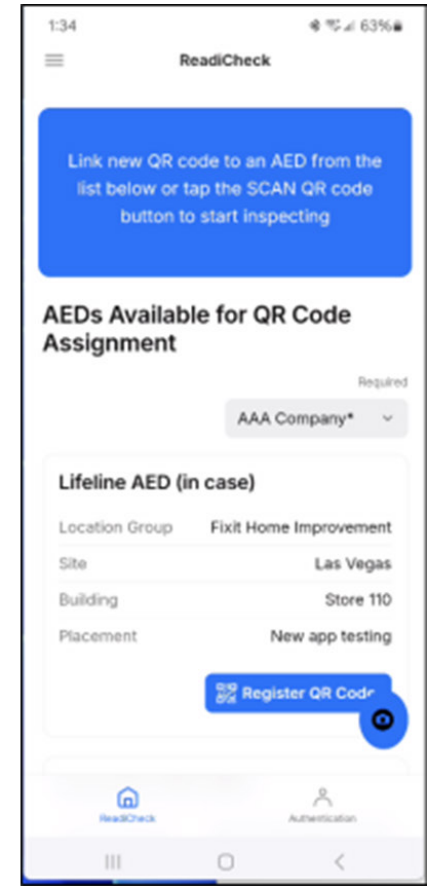
Enter your AED Readiness Manager password and click Save.



If you enter an incorrect password, you will be prompted to fix it, or to contact your program manager if you are not a registered user.



After successfully entering your password, click the ReadiCheck home page button.



From the ReadiCheck Home Page, you are now ready to register QR codes to AEDs and perform ReadiCheck AED inspections.

Register ReadiCheck IDs and Inspect AEDs

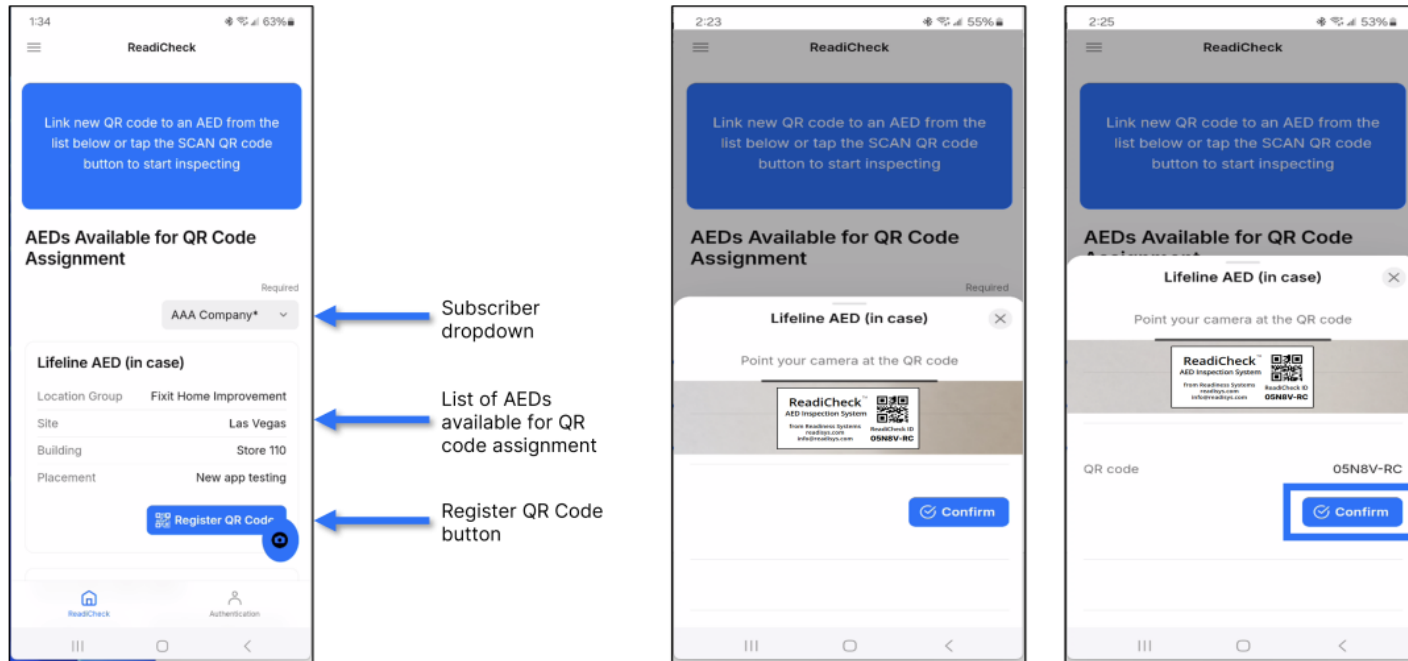
Register ReadiCheck IDs



Get ReadiCheck ID stickers: A ReadiCheck ID must be assigned to every AED before it can be inspected. ReadiCheck ID stickers containing unique QR codes are provided by Readiness Systems as part of ReadiCheck ordering process. Email support@readisys.com if you don't have ReadiCheck ID stickers.

Apply ReadiCheck ID sticker: Place any ReadiCheck ID sticker on the AED cabinet, AED case or on a surface near where the AED is stored. **NOTE: To inspect an AED, the unique QR code found on each ReadiCheck ID sticker must be registered to a specific AED using the ReadiCheck AED inspection app.**

Register ReadiCheck IDs ... continued



Pick Subscriber if Needed: If you inspect AEDs for more than one Subscriber, you will first need to select the applicable Subscriber from the dropdown. This will display a list of AEDs for this Subscriber that have not yet been assigned a ReadiCheck ID. If you inspect AEDs only for your organization, the dropdown will not appear, and you can skip this step.

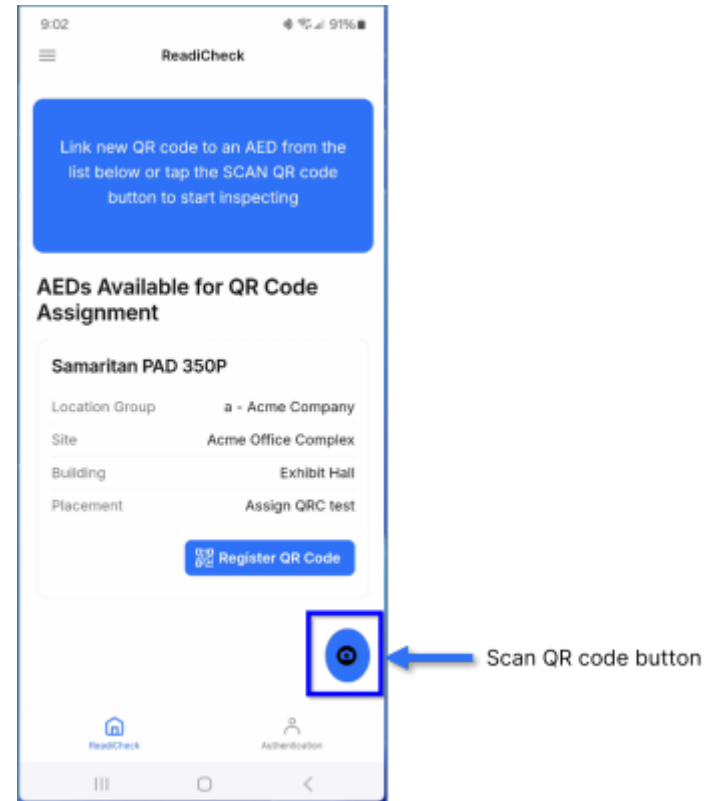
Select AED: AEDs that have not yet been assigned a ReadiCheck ID appear on the list. AEDs with assigned ReadiCheck IDs are no longer listed. From the list, click **"Register QR code"** under the AED you are inspecting based on its location.

Assign ReadiCheck ID: Scan the ReadiCheck ID sticker you just placed.

Register ReadiCheck ID: On the box that appears, confirm you want to assign this ReadiCheck ID to this AED by clicking **"CONFIRM"** – the Inspection Report form will then open. Complete the AED inspection as shown below under Inspect AEDs with ReadiCheck.

Inspect AEDs with ReadiCheck

Login to the ReadiCheck AED inspection app and click the **“Scan QR code”** button on the home screen. Scan the QR code on the AED you are inspecting (you may need to scroll down to see it). This will open the inspection report form for the AED you are inspecting.



Inspect AEDs with ReadiCheck ... continued

9:18 88%
Add an inspection log
AED Status Required
 Ready
 Not Ready
 AED Missing
Battery Expiration Date Required
11/14/2028
Electrode Expiration Date Required
11/14/2028
Maintenance Actions Required
 None required
 Removed from service
 Returned to service
 Replaced battery
 Replaced pads
 Tested AED
 Performed post-event servicing
AED image
Cancel Submit

AED Inspection Form

9:31 86%
Add an inspection log
AED Status Required
 Ready
 Not Ready
 AED Missing
Battery Expiration Date Required
11/14/2028
Electrode Expiration Date Required
11/14/2028
Maintenance Actions Required
 None required
 Removed from service
 Returned to service
 Replaced battery
 Replaced pads
 Tested AED
 Performed post-event servicing
AED image
Cancel Submit

Select **Ready**, **Not Ready** or **AED Missing**.

9:35 86%
Add an inspection log
AED Status Required
 Ready
 Not Ready
 AED Missing
Battery Expiration Date Required
11/14/2028
Electrode Expiration Date Required
11/14/2028
Maintenance Actions Required
 None required
 Removed from service
 Returned to service
 Replaced battery
 Replaced pads
 Tested AED
 Performed post-event servicing
AED image
Cancel Submit

Confirm **Battery Expiration** and **Pads Expiration** dates are correct – update if needed.

9:38 85%
Add an inspection log
AED Status Required
 Ready
 Not Ready
 AED Missing
Battery Expiration Date Required
11/14/2028
Electrode Expiration Date Required
11/14/2028
Maintenance Actions Required
 None required
 Removed from service
 Returned to service
 Replaced battery
 Replaced pads
 Tested AED
 Performed post-event servicing
AED image
Cancel Submit

Select one or more **maintenance actions** performed.

9:42 84%
Add an inspection log
 Removed from service
 Returned to service
 Replaced battery
 Replaced pads
 Tested AED
 Performed post-event servicing
AED image
Choose an Image...
Notes (optional)
Please complete all required fields
Cancel Submit

Tap **Capture AED image** and take a picture of your AED.

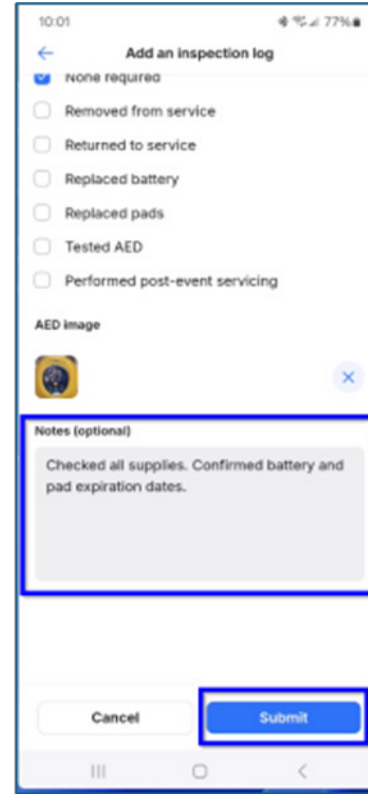
Inspect AEDs with ReadiCheck ... continued



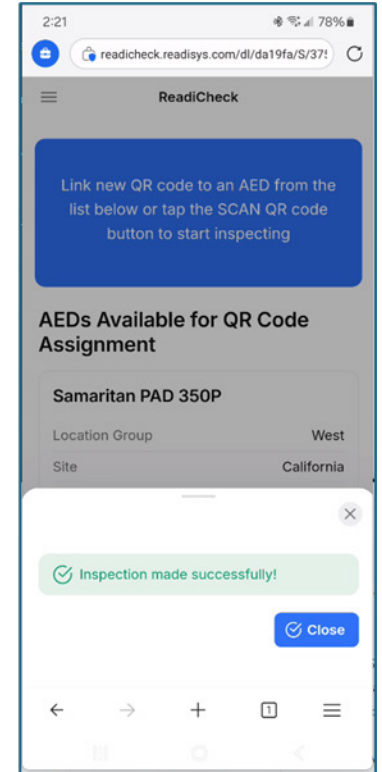
Center the AED in the window and tap the **camera button** on your phone's camera app to capture the AED.



Confirm the image properly captures the AED. If so, click the **Ok button** to save; if not, click the **Retry** to take a new image. Note, your phone's image retake button may be different.

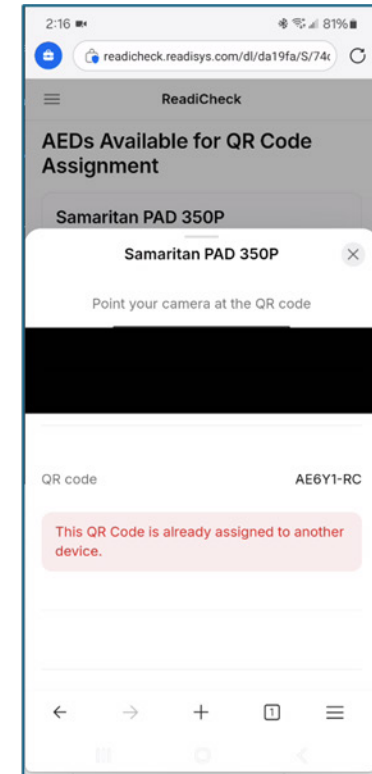
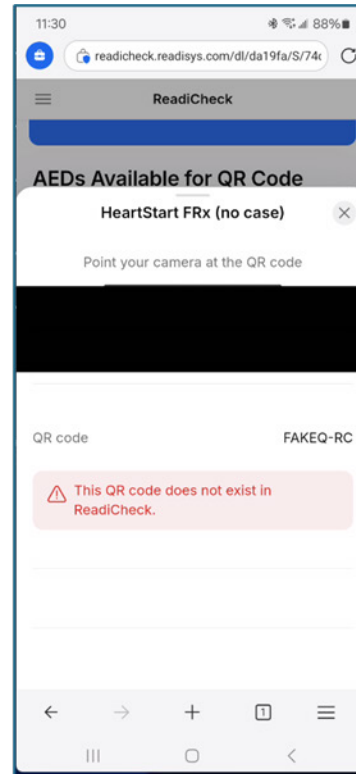
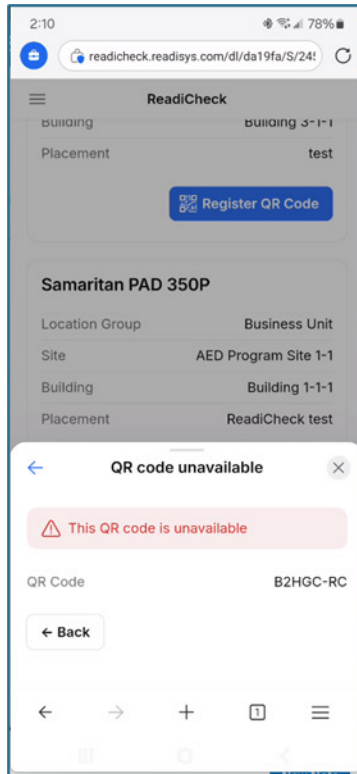


Add any **Notes** (notes are optional) and then click **Submit**.



A **Success** message will appear indicating the inspection is complete and the Inspection Report was submitted.

Error Messages



You will get an error message if you:

- Try to register or scan a QR code that does not exist in RediCheck
- Try to register a QR code that has already been assigned to another AED
- Try to register or scan a QR code on an AED you are not assigned to



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