

INSTRUCTIONS FOR The Pod IV Lock Boxes (#19885 & 19887)



Step 1. Open the pod and loosen the locking wheel on the inside of the box, and turn the mounting knob to make room for the pole.



Step 2. Mount the pod to the IV pole and tighten the mounting knob.



Step 3. Tighten the locking wheel on the inside of the pod.



Health Care Logistics will not be liable if product is used outside of scope of the instructions.

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Web: GoHCL.com • Email: hcl@GoHCL.com

ASSEMBLY INSTRUCTIONS FOR The Pod IV Lock Boxes (#19885 & 19887)

The KEDL is offered in two versions:
Manual Lock and Self Lock. Contents will vary depending on the version.

Contents – Manual Lock Version:

Manual KEDL Assembly
2 AAA alkaline batteries
1 Offset locking cam / 1 Straight locking cam
FlexaCam adapters
Mounting hardware

Contents – Self Lock Version:

Self Locking KEDL assembly featuring SlamCAM
2 AAA alkaline batteries
SlamCAM spacer discs
Mounting hardware

Each lock contains 2 green stickers that are needed for resetting KEDL. In the event KEDL needs reset, one green sticker is placed on the back of the device. The remaining green sticker should be saved in a safe and secure location for future reference. HCL keeps no record of this.

Care and Cleaning

To clean the KEDL surface, apply non-acid based cleaner to a clean cotton cloth; do not spray cleaner directly on the KEDL. Wipe down keypad and its respective housing surfaces of excess cleaner.

Powering Up and Battery Installation

KEDL is shipped with two AAA batteries. While KEDL features a low battery indicator, annual battery replacement is recommended. Mixing batteries of different chemistries could damage the KEDL resulting in lock failure.

To power up KEDL, remove the red tag. Lock is now ready for use.

A Phillips head screw driver will be required to remove the battery cover. (Not Included)

To change batteries:

1. Loosen the retaining screw.
2. Remove battery cover.
3. Press CLEAR 5 times.
4. Insert new batteries as shown in the illustration.
5. Reinstall battery cover, tighten retaining screw.

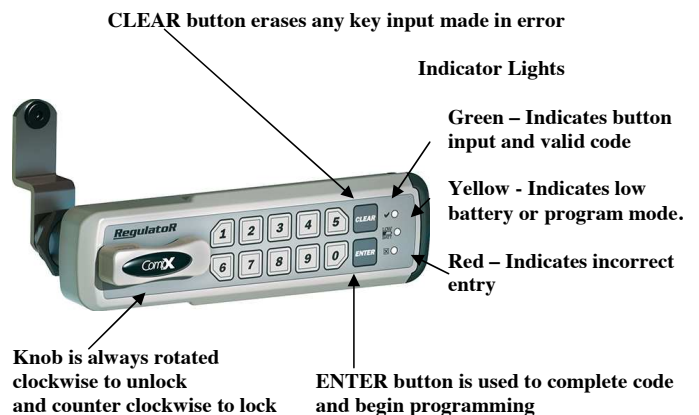


Programming – Introduction

KEDL is easy to program and operate. Type the user code (factory default 1234) and press ENTER to lock or unlock the cabinet.

The supervisor can change operating codes, modes and restore lock settings. While KEDL is easy to program, we highly recommend reading the complete programming instructions prior to making any changes. Remember to keep track of any programming changes.

Button locations, indicator lights and knob referenced in the programming instructions are shown below.



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KEDL is offered with Self Lock featuring SlamCAM. If your lock is the Self Lock version, follow the directions below to unlock and lock the KEDL:



To operate the Self Lock version of ReguloR:
Type a valid code, press ENTER and rotate knob clockwise 90°, hold knob until door or drawer is open. Release knob, ReguloR knob will return to the locked position. Door or drawer can be closed at any time.

The KEDL is offered in a Manual Lock version. If your lock is the Manual Lock version follow the directions below to unlock and lock the KEDL.



To operate Manual Lock version of ReguloR:
To **unlock**, type a valid code, press ENTER and rotate knob clockwise 90°.
To **lock**, rotate knob 90° counter clockwise.

KEDL Programming Mode

To enter programming mode you must know the supervisor code. The default supervisor code is **12345**. Once in programming mode, multiple changes can be made prior to exiting programming.

There is a 10 second programming time limit between each step. If KEDL times out or an error is made, programming will end and you will need to enter programming mode again.

1. Lock must be in the locked position prior to entering programming mode.
2. Type supervisor code and press ENTER.
3. Turn knob clockwise 90° to the unlocked position and press and hold ENTER for 3 seconds (yellow indicator light will illuminate).
· If product is Self Lock with the SlamCAM feature you can now let go of the knob.
4. With the yellow indicator light illuminated, programming can begin.

Changing the User Code

To change the user code, follow the steps on page 8 to enter programming mode.

The factory default user code is 1234 (User codes must be 4 to 8 digits in length.)

There is a 10 second programming time limit between each step. If KEDL times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place KEDL into programming mode (see page 8).
2. Press 1 and then press ENTER.
3. Type the current user code and press ENTER.
4. Type the new user code and press ENTER.
5. Retype the new user code and press ENTER.
6. If successful, the green indicator light will illuminate for 1 second.

Continue programming or press 9 and then ENTER to exit programming.

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Changing the Supervisor Code

To change the supervisor code, follow the steps on page 8 to enter programming mode.

The factory default supervisor code is 12345 (supervisor codes must be 4 to 8 digits in length.)

There is a 10 second programming time limit between each step. If KEDL times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place KEDL into programming mode (see page 8).
2. Press 2 and then press ENTER.
3. Type the current supervisor code and press ENTER.
4. Type the new supervisor code and press ENTER.
5. Retype the new supervisor code and press ENTER.
6. If successful, the green indicator light will illuminate for 1 second.

Continue programming or press 9 and then ENTER to exit programming.

KEDL features a reset code which will restore the default supervisor code and user code. KEDL was shipped with reset stickers; one attached to the back of the KEDL and an extra sticker that should be saved in a safe and secure location for future reference.

To restore the factory default supervisor and user code, type the Reset Code assigned to the KEDL and press ENTER.

The KEDL features several modes of operation. These functions can be changed using the following instructions with a valid supervisor code.

Programming Single Use Mode / Standard Mode

Single Use Mode allows for a revolving user code so multiple people may use the lock without having to reprogram the KEDL each time.

Note: This mode cannot be used with Self Lock with SlamCAM.

Standard Mode KEDL operates with a fixed code. To change the code, follow the Changing the User Code steps.

There is a 10 second programming time limit between each step. If KEDL times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place KEDL into programming mode.
 - a. To turn Single Use Mode "ON": type 51 and then press ENTER. OR
 - b. To return to Standard Mode: type 50 and then press ENTER.
2. If successful, the green indicator light will illuminate for 1 second.

Note: Returning to Standard Mode will reset the factory user default code (1234).

Continue programming or press 9 and then ENTER to exit programming.

Programming Single Use Timeout ON / Single Use Timeout OFF

Warning: Manual Lock - Single Use Timeout ON is a feature to prevent users from occupying a shared use locker or cabinet for a prolonged period of time. Turning this feature on will disable the user code after a programmable amount of time. After this time elapses, KEDL and can only be opened with the supervisor code.

To change the KEDL to Single Use Timeout ON or OFF, follow the steps to enter programming mode.

There is a 10 second programming time limit between each step. If KEDL times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place KEDL into programming mode (see page 8).
 - a. To set Timeout ON, type 2XX and then press ENTER. (XX represents a time period from 04 - 12 in whole hours.)

OR

- b. To turn Timeout OFF, type 20 and then press ENTER.

3. If successful, the green indicator light will illuminate for 1 second.

Continue programming or press 9 and then ENTER to exit programming.

Reset User Code to Factory Default 1234

(Does not apply to Single Use Mode)

To reset the User Code to the factory default 1234 follow the steps to enter programming mode.

There is a 10 second programming time limit between each step. If KEDL times out or error is made, programming will end and you will need to enter programming mode again.

1. Place KEDL into programming mode.
2. Type 8888 and then press the ENTER button.
3. If successful, the green indicator light will illuminate for 1 second.

Continue programming or press 9 and then ENTER to exit programming.

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