

2024



Operational Manual

PHARMALoop MEDICAL DISPENSER

Table of Contents

1.1.	Introduction	2
1.2.	Safety Precautions	2
1.3.	Overview	2
2.1.	Maintenance after the use	3
2.2.	Preparing the dispenser for the new patient	3
3.1.	Glossary	4

1.1. Introduction

This guide provides detailed instructions for pharmacists and pharmacy technicians on how to properly maintain a medication dispenser to ensure its optimal condition.

1.2. Safety Precautions

Read Before Use: Read all instructions before beginning any maintenance tasks.

Contact Pharmaloop in case any visible damage or improper functioning is detected.

1.3. Overview

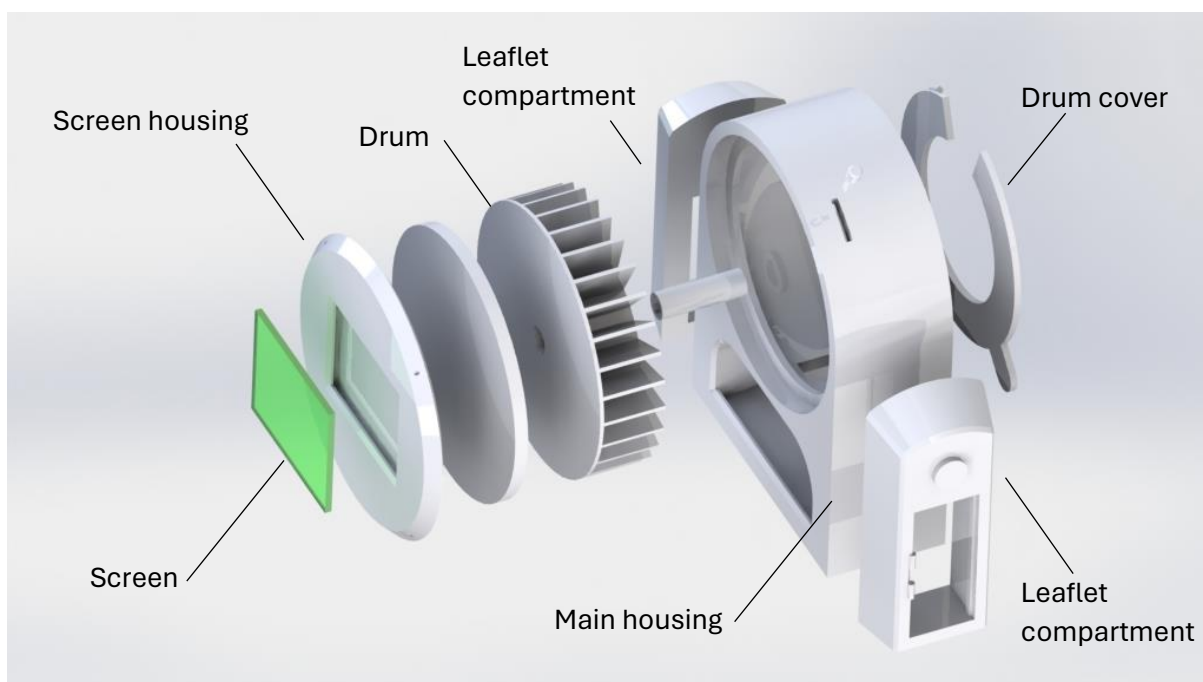


Figure 1. Exploded view

Screen – informs user about the progress of treatment.

Screen housing – protects the screen from impacts.

Drum – stores and dispenses medications.

Leaflet compartment – specific compartment for medical leaflets.

Drum cover – protects the medicaments from the uncontrolled use and external impacts.

Main housing – core of the product.

2.1. Maintenance after the use

1. Make sure the device is functioning properly.
2. On the **back side**, remove the taper seal.
3. Detach the drum cover (figure 2).
4. Make sure all the slots are empty.
5. Clean each slot with dry cloth.
6. Connect the device to PC via **USB port**.
7. Open the dedicated software and reset the dispenser by pressing the corresponding button.
8. Disconnect the dispenser.

2.2. Preparing the dispenser for the new patient

1. Make sure all the steps from chapter 2.1 have been performed.
2. Place the device **screen down**.
3. Detach the drum cover if it is attached.
4. Fill the device with required amount of medicine. **1 slot = 1 day**.
5. If there any empty slots left, or if medication differs from day to day, make sure the slot that corresponds to the first day is set to the **very bottom** of the wheel.
6. Attach the drum cover to the dispenser.
7. Apply the taper seal to the dedicated place.
8. Connect the device to PC via **USB port**.
9. Open the dedicated software and make sure the device is reset.
10. Enter the new patient medication data (start date, medication, expected end date, number of slots filled).
11. **Upload** the data to the dispenser by pressing the respective button.
12. Make sure the dispenser is **fully charged** before disconnecting it from the power source.
13. Disconnect the device.



Figure 2. Removing the drum cover

3.1. Glossary

Dispenser Slots: The compartments within the medication dispenser where individual doses of medication are placed and stored.

Leaflet Compartment: The compartment within the medication dispenser where the leaflets of the current medications are stored.