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Dual-Handset Phone Programming Instructions

Pacific Interpreters™ offers dual-handset phones from Med-Pat. Refer to the following instructions for programming the dual-handset phone, or obtaining replacements as necessary.

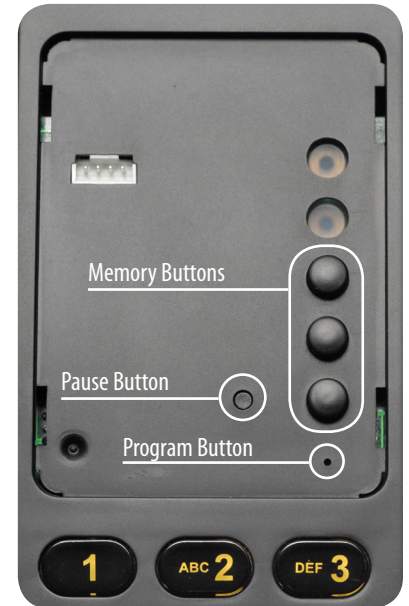
PROGRAMMING A SPEED DIAL NUMBER

Remove the plastic cover and card to access the programming buttons (see photo at right).

1. Pick up the left handset to activate the phone.
2. Press the [PROGRAM] button using a small paperclip.
3. Dial the desired number (call is not actually made).
4. If a pause is needed, press the [PAUSE] button.*
5. Press the [PROGRAM] button again.
6. Press the desired [MEMORY] button.
7. Hang up the handset.

Repeat steps 1-7 for each [MEMORY] button.

**An example of when a pause would be needed is after dialing a "9" for an outside line. The pause allows time for the second dial tone to be connected. Each pause is about 1.5 seconds, and several pauses can be programmed in a row.*



PHONE REPLACEMENTS

If you have a defective phone, please complete the following steps:

1. Call Client Services 800.655.6380 for a Return Merchandise Authorization (RMA) form and number.
2. Fill out the RMA form and mail it with the phone(s) to:
Pacific Interpreters
Attn: Shipping Department
707 SW Washington, Suite 1460
Portland, OR 97205

A new phone will be shipped to you shortly.



Questions or Orders: 800.655.6380 or service@pacificinterpreters.com



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Dual-Handset Phone Operating Instructions

The Med-Pat dual-handset phone provided by Pacific Interpreters has “MICROBLOCK Antibacterial Surface Protection” for enhanced infection control protection. Refer to the following instructions for operating the dual-handset phone.

RECEIVING A CALL

When the phone rings, either pick up the left handset, or press the [SPEAKERPHONE] button to answer the call.

MAKING A CALL

Pick up the left handset, or press the [SPEAKERPHONE] button and dial the number.

SPEED DIAL

To use speed dial, press the [MEMORY] button for the number you want; the speakerphone will automatically come on (if you have not already picked up the left handset) and the preprogrammed number will dial about a second later.

VOLUME ADJUSTMENT

Use the volume control located on each handset to adjust that handset's (and associated headset's) volume from normal to loud.

VOLUME+ FEATURE

Press the [VOL+] button to increase the receive volume on both the handsets and headsets from loud to very loud. The volume will reset to normal when the phone is hung up.

SPEAKERPHONE

For a hands-free conversation, press the [SPEAKERPHONE] button and dial the number. The speakerphone volume is controlled by the left handset volume control.

- To switch from the handset to the speakerphone, press the [SPEAKERPHONE] button before you hang up the handset.
- To switch from the speakerphone to the handset, simply pick up the handset.
- To switch from the speakerphone to the headset, press the [HEADSET ON-OFF] button.

MUTE BUTTON

Press the [MUTE] button once to turn on the mute function and press the [MUTE] button again to turn off the mute function.

FLASH BUTTON

Press the FLASH button to momentarily hang up the phone and automatically reconnect it. This is most often used to end a call and immediately dial another number.

EXTRA-LONG HANDSET CORDS

The left handset has a 7' cord for freedom of movement. The right handset has a 9' cord, allowing the second party to use the phone from across a counter or hospital bed.

DUAL-HEADSET READY

To use two headsets simultaneously, plug one into the left jack and one into the right jack. To make a call, press the [HEADSET ON-OFF] button and dial the number. To use one handset and one headset, plug the headset into either side and hang up the handset on that same side.

- To make a call when the headset is plugged into the right side, pick up the left handset and dial the number.
- To make a call when the headset is plugged into the left side, push the [HEADSET ON-OFF] button and dial the number.

