

EMERGENTag™

User Instructions

**Thank you for purchasing an
EMERGENTag!**

PLEASE NOTE: The products and services provided by EMERGENTag are expressly governed by the terms and conditions of the EMERGENTag License Agreement located at www.emergentag.com/license. For product pricing, license fees or other questions, please contact Customer Service at 1-888-660-6367.

Before you start, please prepare the following:

- * All of your prescription bottles, or a list of your prescription medications;
- * A digital picture of yourself in a file on your computer, if you have one;
- * Your address book, with your doctors' names and phone numbers, and information for your emergency contacts.

NOTE: If you don't have all your information available, enter as much as you can right now. You can always log back in and add or change information later.

1. Please remove the cap from your EMERGENTag, and keep it handy. Plug the device into your computer's USB port. In a few seconds you will see the login page of your EMERGENTag. (If you are running certain versions of Windows, you may have to click on an EMERGENTag icon or press [Enter] to launch the application. Or, depending on your computer's settings, you may have to open My Computer, click on the EMERGENTag, and double-click on the file named emergentag.exe.)

2. On the left (gray) side of the page, click on [Create Password] to establish a user name and password. This is only necessary the first time you use the device. You should also enter a Password Reminder. KEEP YOUR USER NAME AND PASSWORD IN A SAFE PLACE. If you forget your password, you will be unable to enter or change information in your EMERGENTag. The user name is NOT case sensitive, but the password is.

3. You may now log in. Enter your user name and password to enter or edit data. There are no required data fields. If you are not comfortable entering certain types of information, you do not have to. But keep in mind that any detail of your health information may be important in the event of a medical emergency. All information is stored only on the EMERGENTag.

4. Click on [About Me]. Move your cursor to the [Owner First Name] field and enter your first name. You can move from field to field by pressing the [Tab] key. Continue entering your data. To load a digital photo of yourself, click on the [Load] button on the right to browse your computer for the photo. To delete a photo, click [Clear].

5. After you complete the Personal section of [About Me], click on the second tab at the top of the page, labeled [Insurance / Advance Directives], and continue to enter your data. Click [Save] at the top of the page when you are done. Click [Close]

and then click [Yes] when prompted, to return to the main menu page.

6. Click on [My Health Conditions]. You will be on the [Heart / Circulatory / Respiratory] page (see tabs at top of page). Click on each condition that you have. Enter dates and other information where requested. When done, click on the next tab at the top of the page, labeled [Neuro/Psych] and continue until you have completed all of the Health Conditions pages. On the [Other Disorders and Info] page, you may enter any other important health information. Click [Save] when you are done.

7. Click on [Emergency Contacts]. To add an emergency contact, you must begin by clicking on the [Add] button on the right side of the page where it says [Start Here]. Enter all of your emergency contacts and then click the [Clergy] tab at the top to enter your clergy contact information. Save and Close.

8. Click on [My Medications]. This section is particularly important to fill out accurately to help protect you from potential medication errors. Line up all of your prescription bottles to have the information handy. Click [Add] on the right hand side of the page to enter each medication. Be sure to fill in all fields in this section. When you have entered all of your prescription medications, click the [Save] button. Click the [Non-Prescription Drugs & Supplements] tab at the top of the page. Click on [Add] to enter each over-the-counter drug, supplement, vitamin, herbal remedy, etc.

9. Click on [My Allergies]. Click [Add] on the right hand side of the page to enter each allergy. Choose an allergy type from the dropdown box, and then enter as much information as you have about your allergies and reactions. If you carry an Epi-Pen, be sure to enter that information as well. Click [Save] after each entry. Click [Close] when you are done.

10. Click on [My Physicians]. Click [Add] on the right hand side of the page to enter a physician's name. Enter as much information as you have about your doctors. Click [Save] after each entry, and click [Close] when you are done.

11. Click on the [X] at the top right corner of the main page to close the application. Do not remove the EMERGENTag from the computer while the light on the device is flashing, or you may lose your data. Remove the EMERGENTag and replace the cap. Keep EMERGENTag on or with you at all times. Fill out BOTH SIDES of your EMERGENTag ID card and keep it in your purse or wallet. Additional copies of the ID card can be downloaded from the EMERGENTag website at www.emergentag.com.

Be sure to update your EMERGENTag whenever your medications change!

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