(A) Policy Statement

All ACT Monitor applications shall be completed utilizing the highest standards when performing this test.

(B) Purpose of Policy

To prepare the patient proficiently by applying a 2 the ACT Monitor for optimal results for review and final interpretation by the physician.

(C) Procedure

The role of the ECG Technician is to enroll and hook up Ambulatory Cardiac Telemetry (ACT) Monitor on patients when ordered by physician.

1. Enrollment Checklist on LifeWatch Connect:
   a. Log onto www.lifewatch.com
   b. Click the “LifeWatch Connect” link in upper right hand corner of screen.
   c. Log in using the username and password assigned to you.
   d. Complete all required fields including patient demographics, device, insurance information, and Physician Certification of Medical Necessity.
   e. Provide Medical Justification information as needed for Medicare Patients.
   f. When entering device information, be sure to choose “LifeStar ACT” and insert the Sensor SERIAL number of the device – not the barcode number of the device.
   g. THIS STEP IS IMPORTANT. The sensor serial number of the device links the patient with his/her transmissions. DO NOT USE A PLACEHOLDER.
   h. Hit submit button to submit enrollment or “save as draft” to submit at a later time. To pull saved enrollments, click on the enrollment queue under the enrollment tab in LifeWatch Connect.

2. Prepares the patient for ACT Monitor:
   a. Explains procedure to patient.
   b. Properly identifies the patient from the patient’s identification band.
   c. Ensures patient privacy.

3. Demonstrates proper skin preparation prior to electrode placement:
   a. Cleanses skin with soap and water or alcohol to remove oils that can cause a poor tracing.
   b. Shaves area if needed (hair may interfere with conduction).

4. Demonstrates appropriate placement of electrodes on chest – open ACT monitor box and refer to lead placement diagram:
   a. Identifies lead sites: Chest leads
V₁ – White lead wire placed 2nd ICS right side of sternum
V₄ – Red lead wire placed 4th ICS mid clavicular
V₆ – Black lead wire placed 5th ICS left anterior axillary.
Ground wire – Green lead wire place below and in-between red and black leads

5. **Demonstrates attachment of lead wires to electrodes:**
   a. Avoids bending or placing strain on wires.
   b. Uses correct lead-to-electrode connection.
   c. Checks coding on lead wires to ensure it is attached to proper electrode.

6. **Discusses electrode placement and changing:**
   a. LifeWatch offers hypo-allergenic electrodes as well as more durable one, call customer support, your sales rep, or send “contact us” message (tab in LWC) on LWC to have shipped to patients home.
   NOTE: Manufacturer recommends electrodes only be left in place for up to 24 hours due to drying of gel. It may vary for pts.

7. **Hooking up patient:**
   a. Connect the LifeStar ACT device to the patient according to the LifeStar ACT Patient Instructions provided in the device kit.
   b. Instruct the patient to wear the device at all times (except when bathing, showering or swimming) according to LifeStar ACT Patient Instructions provided in the device kit.
   c. Call a LifeWatch Patient Care Coordinator (PCC) at 1-800-517-6330 and verify that the enrollment was received.
   d. Turn the patient cell phone on and transmit a baseline. Do not turn the cell phone on until you have contacted LifeWatch and verified the patient enrollment.
   e. Receive verification from the PCC that the transmission was successfully received. Schedule a patient education session for modem hook-up, if necessary.
   f. If the ACT application does not continue to run or the screen gives an ERROR message, please contact a PCC immediately or send the patient home and have them contact LifeWatch once they arrive home.
   g. Instruct the patient to return the device directly to LifeWatch (not to your office) via the envelope provided in the device kit.
   h. Give tear off sheet provided by your sales representative for daily reminders the patient can refer to.

8. **End of enrollment and pulling reports off LifeWatch Connect:**
   a. Log into LifeWatch Connect (www.lifewatch.com then click “LifeWatch Connect” tab in upper right hand corner of screen) using username and password provided
   b. Click “Reports” tab then click “Patient Reports”
   c. Check filters on left to be sure correct date, monitor (ACT vs. AFX etc.), and report you want are selected.
   d. Click “Show Reports” in upper left corner of screen to view selected patient reports.
   e. Click on reports you would like to print and then hit the printer icon in the header.
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<td>Laura Elliott, RN, CCRA</td>
<td>8/25/10</td>
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<td>Norma Tomlinson, RN, MSN, NE-BC, FACHE</td>
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