

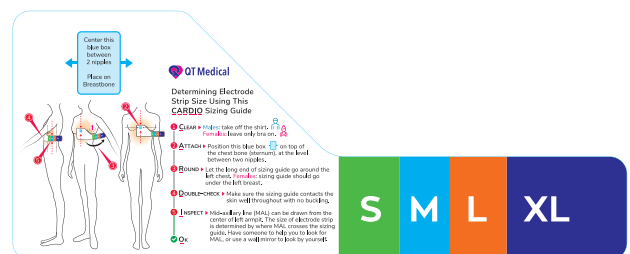
***Xpress*ECG Quick Reference for Administrators**
Order Xpress ECG

1. Go to: <https://dashboard.qtmmedical.com/activate> to begin setting up your Xpress ECG account.
2. Enter your Organization Name, NPI Number and Administrator information into the respective fields.
3. After "Submit", go to your email and find the email from "QTM WebService." Write down the temporary Password as you will need Email and Password readily available for future login. Click on the blue "Verify Email Address" button and you will be taken to the Dashboard. We recommend changing your password, under your name, click on "My Account" and "Change Password."
4. In the "Consents" tab (on the far left) you will be presented with 4 documents to approve, including Terms of Use, Privacy Policy, Business Associate Agreement and Service Agreement. Please scroll through and tap "Agree" at the bottom of each page.
5. You will see the "Xpress ECG" ordering page on the far left at the very bottom.
6. Now that you have successfully enrolled, you can order Xpress ECGs from the Home screen , under "Xpress ECG-- 12-lead ECG test using PCA 500," select the correct size of electrode strip then simply tap "Add To Cart." To complete your order, you will need to have a separate transaction account so that you may successfully checkout.
7. Ensure that the shipping and billing information are correct. The **shipping address should be the patient's address** where he or she will receive the Xpress ECG kit. Please also include the **patient's phone number** in the last data field of Shipping Address.

Select the Right Size Electrode for Your Patient (Three Methods)

1. Use the Sizing Guide to size your patient, or Email the pdf to your patient to print at home.
2. If a sizing guide is not available, you may use a ruler or tape measure. Use a tape measure or a ruler to measure from the lower end of the sternum (marked with "0"), go around the left chest contour horizontally, find the Measurement at the mid-axillary line.
 - a. Use the Table below to determine the size of electrode based on Measurement:

	Measurement (in)	Measurement (cm)
S	< 7	< 18
M	7 – 8 ¼	18 – 21
L	8 ¼ – 9 ½	21 – 24
XL	> 9 ½	>24



- 3. Use the weight chart to estimate the patient's size.**

Size of Electrode	Men		Women	
	Body Weight (lb)	Body Weight (kg)	Body Weight (lb)	Body Weight (kg)
S	< 110	< 50	< 99	< 45
M	110 – 154	50 – 70	99 – 143	45 – 65
L	154 – 209	70 – 95	143 – 187	65 – 85
XL	> 209	> 95	> 187	> 85



For any questions or concerns, please contact us at :