

# Touchpad Exit Controller

## User Guide





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# PREFACE

## Overview

This guide provides detailed information about the Touchpad Exit Controller, a component of the 9450 System. It provides detailed instructions about using the component as well as specific requirements.

Depending on which equipment options your facility has installed, the 9450 System can automatically lock doors and deactivate elevators. In addition, the system sounds an alarm at the Central Server and its network of Client computers when the event occurs. If configured, alarms are also annunciated at remote notification locations (i.e. pagers, walkie-talkie, Quick Look displays...).



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**WARNING:** The 9450 System is designed and intended to work in conjunction with a facility's overall security program, including reasonable operating policies and procedures. The 9450 system, by itself, cannot prevent the mismatch, abduction or elopement of patients.

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## Intended Audience

This user guide is intended for users who clear alarms and use the Touchpad Exit Controller (TEC) devices daily.

## **Contact Information**

For more information about RF Technologies, Inc. products, go to [www.rft.com](http://www.rft.com).

### **Technical Support**

For technical support, contact the Technical Support Team at:

(800) 669-9946, option 5 or (262) 790-1771

[tech@rft.com](mailto:tech@rft.com)

### **Customer Care**

For questions on part replacement or for ordering new parts, contact the Customer Care Team at:

(800) 669-9946, option 2

[customercare@rft.com](mailto:customercare@rft.com)

### **Sales**

For questions regarding system add-ons, contact your Sales Manager.

## **Product Warranty**

Product Warranty information can be found with your original system proposal and invoice.

# GENERAL INFORMATION

## Introduction

This chapter provides general information about the using the Touchpad Exit Controller (TEC). It includes information on the controller, alarms, and operating modes.

## Controller



A TEC is a device located near a door that receives data from the Exit Alarm Receivers. If a patient wearing a transmitter is detected in the exit alarm zone and the door is open or opened, the controller issues an alarm.

## LED Status

| LED             | Function | Description  |
|-----------------|----------|--|
| Solid Red       | Power    | Indicates that the TEC is operating and is illuminated at all times.   |
| Flashing Red    | Alarm    | When flashing, the unit is in alarm.   |
| Flashing Yellow | Signal   | Indicates that a signal was received from the exit alarm receivers or that a transmitter is within range of the exit alarm zone. |
| Solid Yellow    | Signal   | Indicates that the unit is picking up a lot of RFI noise/interference. The system should be looked at.                           |
| Green           | Status   | Indicates that the system is in bypass mode. The LED blinks once when it is reset.   |

## Alarm

When the TEC alarms, the staff alert relay is released, the unit emits an audible alarm, and the Central Server is notified (if connected through the network).

## Alarm Reset

When the TEC is in alarm, there are 3 ways to reset an alarm:

- Entering the security code on the front panel keypad of the controller (the default security code is 1379 but you should verify this with your facility administrator)



- Swiping your access card at the card reader at the door





- Utilizing a reset switch if one is installed



**To reset an alarm:**

1. Follow your facility's procedures to secure the area
2. Go to the door that is in alarm
3. Close the door
4. Reset the controller using one of the methods listed above

## **Operating Modes**

The TEC will operate in the following modes:

- Perimeter
- Wander
- Roam
- Staff Bypass
- Visitor Bypass

### **Perimeter Mode**

When perimeter mode is active, the door is always locked and a code must be used to open the door otherwise an alarm sounds.

If the TEC senses that a door is open, it goes into alarm unless a bypass cycle was initiated before the door was opened.

### **Wander Mode**

When wander mode is used, the door is open unless a transmitter comes within range, then the door locks engage.

When a patient wearing a transmitter approaches the exit alarm zone, the Yellow LED on the front panel indicates that the transmitters is in proximity to an exit alarm receiver and the CodeLock relay is activated.

When the patient wearing the transmitter leaves the area, the CodeLock relay returns to idle.

If the TEC senses that a door is open at the same time that a patient wearing a transmitter is detected within range, the TEC goes into alarm unless a bypass cycle is initiated before the door was opened.



**NOTE:** If the Yellow LED on the front panel is illuminated or flashing when a patient wearing a transmitter is not in the controlled exit alarm zone, an RF noise source may be causing an issue or the exit alarm receivers may require adjustment.

## Roam Mode



Roam mode is used to allow long periods of unmonitored operation of a door allowing anyone to pass through the door without an alarm sounding.

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**WARNING:** When the roam mode is active, anybody, including a patient wearing a transmitter, can pass through the door without causing an alarm.

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Roam mode or manual roam mode is triggered manually by entering the manual roam key sequence on the keypad or automatically by setting a roam time-frame for specific TECs on the Central Server software. This roam period is indefinite and the door will remain unsupervised until terminated manually or the pre-configured time on the Central Server ends.

**NOTE:** If the Central Server software loses communication with the TEC, any manual roam mode will terminate and will not be allowed to be re-triggered until supervision of the TEC resumes.

## Staff Bypass Mode

Staff bypass mode enables a staff member to open the door by either entering a code or swiping their access card, without causing an alarm even when a patient wearing a transmitter is in the exit alarm zone.

After a code is entered, the staff bypass mode enables the door to remain unlocked for a preset period of time to allow staff to pass through a secured door without it alarming.

**NOTE:** During this time, anyone can pass through the door, including patients wearing transmitters without an alarm.

## Visitor Bypass Mode

Visitor bypass mode allows people who are not wearing transmitters to enter or exit through a secured door by entering a code. This option will only work if a transmitter is not within range.

When a patient wearing a transmitter attempts to exit through the door simultaneously, an alarm will sound.



**NOTE:** To help avoid “tailgating” by unauthorized personnel, the TEC can be configured to end staff or visitor bypass immediately after the door is closed.

## Delayed Egress

In addition to the operating modes listed above, the TEC is also designed to interface with an electromagnetic lock that contains a “door ajar” trigger switch and provides delayed egress functionality consistent with the requirements for NFPA 101 Life Safety Code and ICC.

### **To activate the delayed egress:**

1. When an exit is secured through perimeter mode or when a transmitter is detected in an exit alarm zone, the electromagnetic lock is activated and the door is secured.
2. Applying less than 15lbs. of pressure to the secured door signals the TEC that the door is ajar and initiates a delayed egress cycle, signaled by an audible alarm.
  - If the pressure on the door ceases before the nuisance time delay (for NFPA default is 1 second; for ICC the delay is fixed at 1 second) has elapsed, the delayed egress cycle stops immediately, the audible alarm is silenced, and the door remains secure.
  - When the pressure on the secure door exceeds the nuisance time delay, an irreversible delayed egress cycle begins that unlocks the door after the release wait period of 15 seconds (30 seconds optional\*).



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**WARNING:** \*The authority having jurisdiction must approve the use of a 30 second delay before it can be implemented.

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3. When the release wait period has elapsed, the electromagnetic lock is released and the **door is no longer secured**. This is indicated on the front panel of the TEC by the Green LED ON and a constant ON audible alarm.
4. Once the delayed egress cycle has elapsed, the TEC must be manually reset. This can be done by entering the security code on the front keypad.
5. Once the TEC reset is complete, the exit is secure and the delayed egress cycle is reset.

## Fire Alarm

When a fire alarm is triggered in a facility, per fire regulations all door locks disengage and the doors open. This is not done directly through the TEC which continues to monitor the door(s), but done via the central power supply relay tied into the facility's fire system.

Anyone wearing a transmitter leaving through a monitored door will still trigger an alarm but will not be prevented from exiting the facility.

Once the fire alarm is addressed, follow your facility's procedures to secure the area and ensure patient safety then reset any TECs that may be in alarm.

# REVISION HISTORY

| Revision | Change  |
|----------|---|
| A        | Release   |
| B        | <b>Updated:</b> Document to latest format<br><b>Updated:</b> Graphics<br><b>Updated:</b> Clarified reset options<br><b>Removed:</b> NFPA and ICC Requirements as these are listed in the administration guide |
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