



healthy **advice**
networks

Site ID:			
Site Survey Engineer:			
Scheduled Date of On Site Survey:			
Time of On Site Survey:			
Practice Name:			
Primary Contact		Telephone No.	
Street Address		Suite No.	
City	State:	Zip Code:	
Fax No.			

This site survey is being conducted to collect additional information based on the site survey that is attached to this document.

Special Instructions:

Introduction:

The purpose of this procedure is to gather all of the necessary information for a Healthy Advice Network installation.

Bullet Points

- Introduce yourself and state that you are here on behalf of Healthy Advice Networks.
- State that you will be looking at the installation site to verify information provided in the initial survey document.
- Contact the SARCOM **helpdesk** at **866-665-0364** upon arrival at the site.
- When the survey is complete Contact the SARCOM helpdesk and **Fax** the completed survey to **513-842-3574 or 513-842-3558**
- Thank the site contact for their help and let them know that the site survey will be reviewed and that Healthy Advice will be contacting them about the installation, shortly.
- If this takes more than 1 hr to complete the call; call the SARCOM helpdesk and asks for authorization to complete the survey. Be prepared to identify the issues you have encountered while on site.
- Pictures of the site may be requested. This will be based on initial information and follow up by SARCOM.

SARCOM / Healthy Advice Helpdesk Contact Information Technical Support Desk: 1-866-665-0364 Fax: 1-513-842-3574 or 1-513-842-3558

Help Desk – 1-866-665-0364

Waiting Room Dimensions and Ceiling:

Size:	Length	Width			
Height :	__ 8 ft	__ 10ft	__12ft	__14ft	__ more than 15ft
Are there special considerations for the ceiling:					
<input type="checkbox"/>	Glass				
<input type="checkbox"/>	Cathedral				
<input type="checkbox"/>	Is the ceiling at different elevations in any portion of the room?				
<input type="checkbox"/>	Is the ceiling made of different materials in any portion of the room?				
<input type="checkbox"/>	Is there an attic above the room?				
Additional Notes or Comments:					

Wall Construction:

<input type="checkbox"/>	Concrete / Concrete Block,	Is this wall an exterior wall?	Yes / No
<input type="checkbox"/>	Drywall	Size: 3/4" or 5/8" Circle	Is this wall an exterior wall? Yes / No
<input type="checkbox"/>	Plaster	Is this wall an exterior wall?	Yes / No
<input type="checkbox"/>	Wood	Is this wall an exterior wall?	Yes / No
<input type="checkbox"/>	Glass	Is this wall an exterior wall?	Yes / No
<input type="checkbox"/>	Wood Paneling,	Is this covering plaster, drywall?	Yes / No
		Is this wall an exterior wall?	Yes / No
<input type="checkbox"/>	Wall Stud		
	o Metal	Y / N	Width Between: Size: 4 by 2 (3 1/4 by 1 1/4)
	o Wood	Y / N	Width Between: Size: 4 by 2 (3 1/2 by 1 1/2)
		Is this wall an exterior wall?	Yes / No
<input type="checkbox"/>	Chair Rail	Y / N	

Help Desk – 1-866-665-0364

Are all of the walls of the same type material? If no, please explain.

*If you are unable to determine the type wall material or the thickness of drywall / paneling etc. It may be possible to remove the plate from and electrical outlet to determine the type material and the thickness of material. **CAUTION: Electrical outlet may be energized and an electrical shock hazard may exist. Use extreme caution when removing electrical outlet covers.***

Additional Notes or Comments:

Wall Paper, Faux Finishes; Trophies, Art Collections

- Wallpaper Yes / No
- Stencil border Yes / No
- Custom border at ceiling Yes / No
- Custom border at chair rail Yes / No
- Mural Yes / No
- Trompe L'oeil Yes / No
- Custom Wall Paintings Yes / No
- Picture collections near location of equipment Yes / No
- Special Notes:



Electrical

Lobby:

_____ Number of 110V electrical Outlets

_____ Are the electrical outlets grounded (three prong)?

_____ Number of 110V electrical outlets in use

This system will require 1 outlet for the PC/UPS and 1 outlet for 1 monitor.

_____ Extension cord needed for installation

_____ Additional electrical plugs needed for installation

_____ 2 _____ 4 _____ 6

Near Fax machine where stealth will be plugged in:

_____ Number of 110V electrical Outlets

_____ Are the electrical outlets grounded (three prong)?

_____ Number of 110V electrical outlets in use

This system will require 1 outlet for the PC/UPS and 1 outlet for 1 monitor.

_____ Extension cord needed for installation

_____ Additional electrical plugs needed for installation

_____ 2 _____ 4 _____ 6

Additional Notes or Comments

Fax Machine

How many fax machines at this location? _____

Fax machine 1:

Brand _____

Model _____

_____ Approximately how many feet is the fax machine from the telephone jack?

_____ Approximately how many feet is the nearest electrical outlet from the fax

Help Desk – 1-866-665-0364



machine.

_____ How many feet from the fax machine to the proposed location for the PC installation.

Does this electrical outlet have capacity for one more device?
Yes / No

Is there DSL service on the Fax Line? Yes / No

Is the fax machine on the same floor as the Waiting Room? Yes / No

Does the fax line rollover line? Yes / No

Is the fax line a rollover line from any other line in the practice? Yes / No

Is there a credit card machine? Yes / No Does it use the fax line? Yes / No

Are there any other PC in the practice that use the fax line? Yes / No

Are there any obstacles when running the telephone line from the PC to where the fax machine is located? Yes / No If so, what is that obstacle? Please explain:

Does this PC Fax send faxes? Yes / No

Devices on FAX Telephone Line (Circle All that apply)

1. Fax
2. PC (Not used as a fax)
 - a. If there is a PC does it initiate calls? Yes / No
 - b. If there is a PC does it receive calls? Yes / No
3. Credit Card Machine
4. Roll Over Voice Line

Additional Notes or Comments:



Fax machine 2:

Brand _____

Model _____

_____ Approximately how many feet is the fax machine from the telephone jack?

_____ Approximately how many feet is the nearest electrical outlet from the fax machine.

_____ How many feet from the fax machine to the proposed location for the PC installation.

Does this electrical outlet have capacity for one more device?

Yes / No

Is there DSL service on the Fax Line? Yes / No

Is the fax machine on the same floor as the Waiting Room? Yes / No

Does the fax line rollover line? Yes / No

Is the fax line a rollover line from any other line in the practice? Yes / No

Is there a credit card machine? Yes / No Does it use the fax line? Yes / No

Are there any other PC in the practice that use the fax line? Yes / No

Are there any obstacles when running the telephone line from the PC to where the fax machine is located? Yes / No If so, what is that obstacle? Please explain:

PC as the FAX Machine

Is the only Fax machine at this location a PC? Yes / No

Environment

Are there windows in the waiting room?

Is the best viewing position for the monitor near a window?

Is the best viewing position for the monitor near a door?

Is permission or access granted in order to enter the waiting room?

Help Desk – 1-866-665-0364



- Is the site to be considered a security risk from a service standpoint?
- Is the reception area secured in any way? Yes / No
 - Please explain

Additional Notes or Comments:

Current Layout

Attach site document or prepare a drawing of the location. If a site survey is attached and is accurate, then state that present document is accurate.

Help Desk – 1-866-665-0364



healthy **advice**
networks

--

--

Help Desk – 1-866-665-0364



Recommendation Drawing:

Please indicate changes that would need to be made in order to install the system.:

Sketch Codes:

|_| Chair

R = Reception desk

ER = Door leading to exam room

X = Electrical Outlets

TV = TV

AH = Accent Health Location

M = Healthy Advice Monitor

CPU = Healthy Advice PC location

FAX = Fax Machine Location

FAX / PC = PC receiving Fax location



Problems Identified with Install:

1.

Recommendations:

Help Desk – 1-866-665-0364



healthy **advice**
networks

Site Information

Alternate Contact:

Telephone Number for Contact:

Office Hours

	Open	Close	Lunch Schedule	
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Help Desk – 1-866-665-0364



Pictures

- Pictures requested
- Yes, FE has camera
- No, FE does not have camera
- Yes, Send camera for pictures
- _____ Date Camera sent
- _____ Method used to send camera.
- _____ Date camera or pictures received
- _____ Processing required
- _____ Pictures stored on local disk drive.