

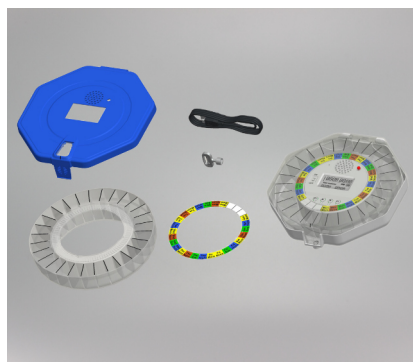


## What does the Pippa Tipper Automatic Lockable Pill Dispenser do?


The Pippa Tipper is a rechargeable tablet dispenser that's easy to setup and use, enabling people to manage their tablets safely whilst being reminded visually and audibly to take them at regular intervals. You choose the alarm times, set a voice message (or have a melody) and lock the tablets securely in the dispenser. Ideal for people living with visual impairment or memory loss.

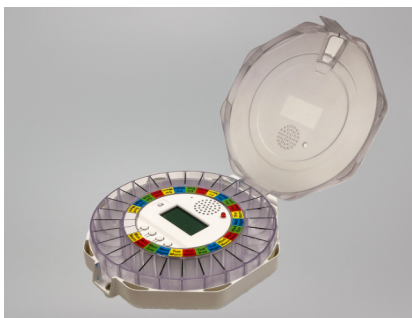
### In the box:

- Tablet Dispenser (*Octagonal*)
- Key (*Dispenser unlocked out of the box*)
- Paper Disks x 4
- Removable Clear Tablet Tray
- Charging Cable (*USB to USB mini B*)
- Instruction Leaflet
- Clear Lid (*lids are interchangeable*)



### Charging the Pippa Tipper

- The charging port can be found on the dispenser under the hinge for the lid
- It takes approx. 4 hours to fully charge from 0%
- One charge lasts approx. 4000 hours (*Alarm sounding 4 times per day*)
- When the empty battery symbol  is displayed please recharge the battery.



### Getting into the Pippa Tipper

Press in the ribbed section at the front of the dispenser under the flapped hole section and lift the lid.

## Switching on the Pippa Tipper

To the left of the screen in the centre of the dispenser is the on/off switch. When the dispenser has been charged and ready to use, set the switch to the ON position. There will be an audible melody and the tablet tray will rotate one section clockwise.

## Understanding the Screen

The screen is divided into an upper and lower half with a line between.

### Upper half left to right:

- 1-4 Bars to signify volume
- Time in 24 hour format (*hours/minutes*)
- DST (Daylight Savings Time) - When visible on screen it indicates that clock time will change automatically when the clocks change twice a year. This is not radio controlled but built into the program.
- Date in day/month format.

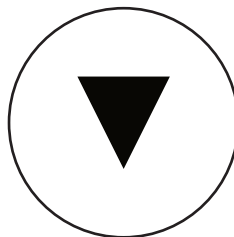
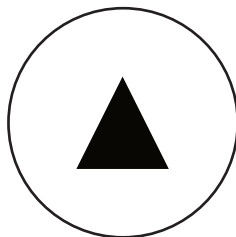
### Lower half left to right:

- Time and date of next dose.
- Battery Symbol showing remaining battery life.
- Number - This shows which dose is next based on how many doses are set per day.

## How to Set the Pippa Tipper

This is done using the four buttons located below the screen.

Buttons left to right are:



## How to set the date and time:

- Press ▲ and ▼ together then:
  - Year is flashing, using the ▲ (up) and ▼ (down) press till correct year is showing. Press ▼▲ once to increase or decrease slowly or keep finger held down to skip through quickly.
  - Press SET
  - Month is flashing, use ▼▲ to correct month.
  - Press SET
  - Date is flashing, use ▼▲ till correct date is showing.
  - Press SET
  - Hour is flashing, use ▼▲ to change the hour to obtain the correct time.
  - Press SET
  - Minutes are flashing, use ▼▲ till the correct minutes are showing.
  - Press SET
  - 'DST ON' is flashing, this can be changed to 'DST OFF' using either of the ▼▲ buttons.
  - Press SET

The time (hours/minutes) and date (date/month) should now be showing with DST (if switched on) or if you chose 'off' the DST will not be visible on screen.

## How to set Daily/Weekly Alarms:

1. Press SET
2. Alarm number will flash along with time
3. Press ▲, this will change the hour in which the alarm is to be set
4. Press ▼, this will change the minutes in which the alarm is to be set
5. Press SET (this sets current alarm and takes you to the next alarm to set)
6. Repeat steps 3-5 above if wanting to set multiple alarms
7. Once you have set the last dose press SET down for 2 seconds to return to the home screen. Alternatively, the alarm option will stop flashing in 1 minute.

The alarms are automatically set to daily, however any alarm can be set for once a week. This needs to be set on the same day you require the alarm to be i.e. if you set an alarm weekly and the current day is Tuesday, the weekly alarm will always sound on a Tuesday.

***You need to set the weekly alarm on the same day of the week as you intend it to alarm in the future.***

The weekly alarm can be set by pressing VOL when in any alarm whilst it is flashing on screen.

The maximum number of daily alarms is 28.

If you require any assistance or you have any questions please contact  
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## **How to Delete an Alarm**

- Press SET repeatedly until the alarm you wish to cancel is flashing (alarm number and time will flash)
- Press ▲ repeatedly going up the hours until -- -- is visible. The alarm is now cancelled

## **Setting the Alarm Volume**

- Press VOL, the number of bars in the top left left of the screen can be altered to adjust the volume

This goes from one bar visible, which is the lowest volume, to four bars, which denotes the highest volume.

## **Alarm Sound:**

The default is a melody alarm.

### **To Change Default Melody Alarm to Include your Voice Message:**

The advantage of having a voice message is that the intended user of the dispenser can be given a personalised message (no longer than 20 seconds). This is more useful than a beep that someone may hear but not understand what to do.

1. Press and hold the VOL button for 2 seconds and then release.
2. 'REC' will be visible on screen and after the on beep you can speak your message.
3. Press VOL which will save the message.

Steps 1-3 can be repeated if you want to change the recording.

Your message will now be heard for all alarms that have been set. The melody will still be heard alternating with your voice message.

### **To Clear Voice Message and Return to Melody Alarm Only:**

- Press and hold VOL for 5 seconds
- 'REC' appears on screen, Still holding the VOL button down, 'clear message' is then visible

The alarm is now back to the default melody one.

# Preparing the Pippa Tipper for Filling

This is designed for all tablets and capsules **NOT** for granules or liquid medicines.

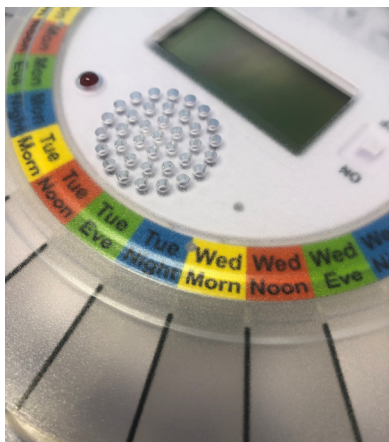
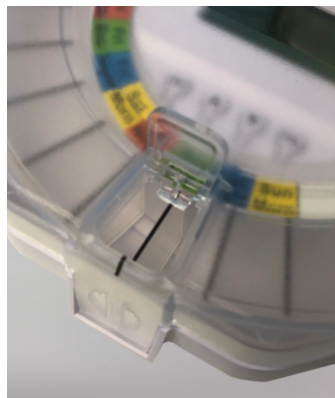
**Not all tablets/capsules should be taken out of their original packaging as they may degrade outside of their protective packaging. If you are unsure please speak to staff at your local community pharmacy who will be able to offer you excellent advice.**

With the lid open the clear plastic tablet tray should be seated within the dispenser with the black line of the dividing tablet sections lining up with the black line on the lid where the hinged flap is. This means that two tablet sections will be visible through the hinged flap.

It is important to have the tablet section in the correct place as the tablet dispenser will now lock appropriately if seated incorrectly.

Choose the appropriate paper disc to fit in with how many times a day the dispenser has been set for. If none are appropriate, blank disks have been included for you to fill in yourself. The discs can be placed on the plastic tablet tray and you will find 3 plastic pegs to hold them in place.

**Note** - if using the weekly function you will need to use a blank disk and include the weekly section in the correct place on the disc.



To ensure the disc is in the correct place (whether a pre-printed disc or your own) you will need to place the paper disc so that the next intended section will be the right half of the split sections under the hinged flap.

## For Example:

E.g.1 - The tablet dispenser is being used once daily and the alarm is set for 09.00. Pick the daily paper disc. If you are setting/filling the dispenser after 09.00 then you will need to have the section showing the day today on the left half and the section showing tomorrow's day on the right half of the sections visible under the hinged flap. This is because the next dose will be due tomorrow.

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E.g. 2 - The tablet dispenser is being used four times a day with with alarms in the morning, midday, evening and bedtime. If it is now after the midday alarm then you will need to set the paper disk with midday to the left half and evening to the right half under the hinged flap. This is because the next dose due will be evening.

**The two sections under the hinged flap should always show the last section it would have given to the left and the next section to the right.**

With the tablet tray and paper disc in the correct position you are now ready to fill the dispenser with tablets. If you have large tablets it may be easier to put these in first.

Once you have filled the dispenser with tablets and have checked you are happy with what you have put in it then you can close the lid, checking that the tablet tray is still in the correct position.

Tip the tablet dispenser over and with the key provided lock the lid, turning the key clockwise to lock it and anti-clockwise to unlock it. At this point you will hear and see the tablets move but they will stay within their own sections, they cannot move from one section to another. The key turns roughly 90°. Do not force the key further as this is likely to cause damage.

## **Taking Medication from the Pippa Tipper**

At the time the alarm is due, the alarm melody with your voice message, will sound and the red light will flash. The tablet tray will rotate clockwise so the full section is visible under the hinged flap. The display will also show 'Take medication'. The alarm sound, light and message will repeat for 30 minutes or until the person has picked up the dispenser and tipped the tablets into their hand or into a bowl (not provided). The hinged flap will then be locked after 2 minutes from tipping the tablets out of the dispenser when it rotates a half section. This remains in this position until the next tablets are due.

## **Test Mode:**

You will need to press three buttons at the same time.

- Press SET, ▼ and ▲ together.
- The melody will be heard once
- The red light flashes
- TEST shows on the display screen
- The plastic tablet tray will rotate clockwise five sections

Do **NOT** forget to put the tablet tray back into the correct position after a test.

## Useful Information

- If the power on/off is switched off by mistake the settings will remain in the memory of the dispenser.
- If the battery is left to run out completely, when charged the settings will still remain in the memory.
- The clear plastic tablet tray can be removed from the dispenser and washed in the dishwasher up to 60°.
- The dispenser should **NOT** be immersed in water.
- The dispenser should **NOT** be kept in the refrigerator or freezer.
- If the person using the dispenser intends on going abroad the dispenser should be taken without any tablets within it and with it switched off. It can be filled once the person has reached their destination.
- If the person using the dispenser is taken into hospital be aware that hospital staff will not be able to use medicines from this dispenser.
- If the dispenser is left upside down the melody will repeat (muffled) as a reminder it needs to be picked up and put in the upright position. The next alarm should then sound as usual.
- If the dispenser is left upside down when the alarm is due the alarm sound will be muffled and the tablets cannot be accessed as the lid remains locked.
- A clear lid is provided. This is a personal preference. Some people may prefer to see their tablets, others may not.
- The outer diameter can be wiped clean with a damp, not wet cloth. Do **NOT** charge the unit at the same time
- The pharmacy label carrier/medication record is for use by a pharmacy if they are willing/able to fill the Pippa Tipper. Do **NOT** assume they will be able.

## Warranty

Your Pippa Tipper comes with a 12 month warranty.

## Ravencourt is Not Responsible for:

- Medication used in the dispenser
- Size of doses used in the dispenser
- Medication being taken by the dispensers user
- Misuse of device
- Pharmacies accepting filling the dispenser
- Damage cause by not following the given instructions

Tel: +44 (0) 1780 489100  
[www.ravencourtliving.com](http://www.ravencourtliving.com)

Ravencourt Ltd.  
Newstead Road,  
Stamford,  
Lincolnshire,  
PE9 4JJ  
United Kingdom

Stylianou Lena  
12 Panagias,  
1046,  
Nicosia,  
Cyprus

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If you require any assistance or you have any questions please contact  
Ravencourt Ltd. Tel: +44 (0) 1780 489 100 Email: [info@ravencourt.com](mailto:info@ravencourt.com)