∧liveCor®
KardiaPro

Welcome to KardiaPro, the web-based portal
to remotely monitor your patient's ECG,
blood pressure or weight data. The user guide
highlights the key features of KardiaPro, allowing
your team to build a seamless workflow for
Remote Patient Monitoring.

Contents

USE KARDIAPRO TO EASILY ORDER A KARDIA BUNDLE FOR YOUR PATIENTS:

- KardiaMobile + 1 Year Connection

- 1 Year Connection Only

- Omron Evolv Blood Pressure Monitor + 1 Year Connection

- KardiaMobile + Omron Evolv Blood Pressure Monitor + 1 Year Connection

HOW IT WORKS:

1. Practice enters patient information in KardiaPro to generate a unique referral code

2. Patient downloads the Kardia app, creates account and enters the referral code in the Kardia app

3. Patient completes in-app purchase of the recommended Kardia Bundle

4. All patient recordings are automatically sent to the practice KardiaPro portal

5. Practice sets parameters to flag recordings you want to review

6. KardiaPro automatically generates summary reports for review

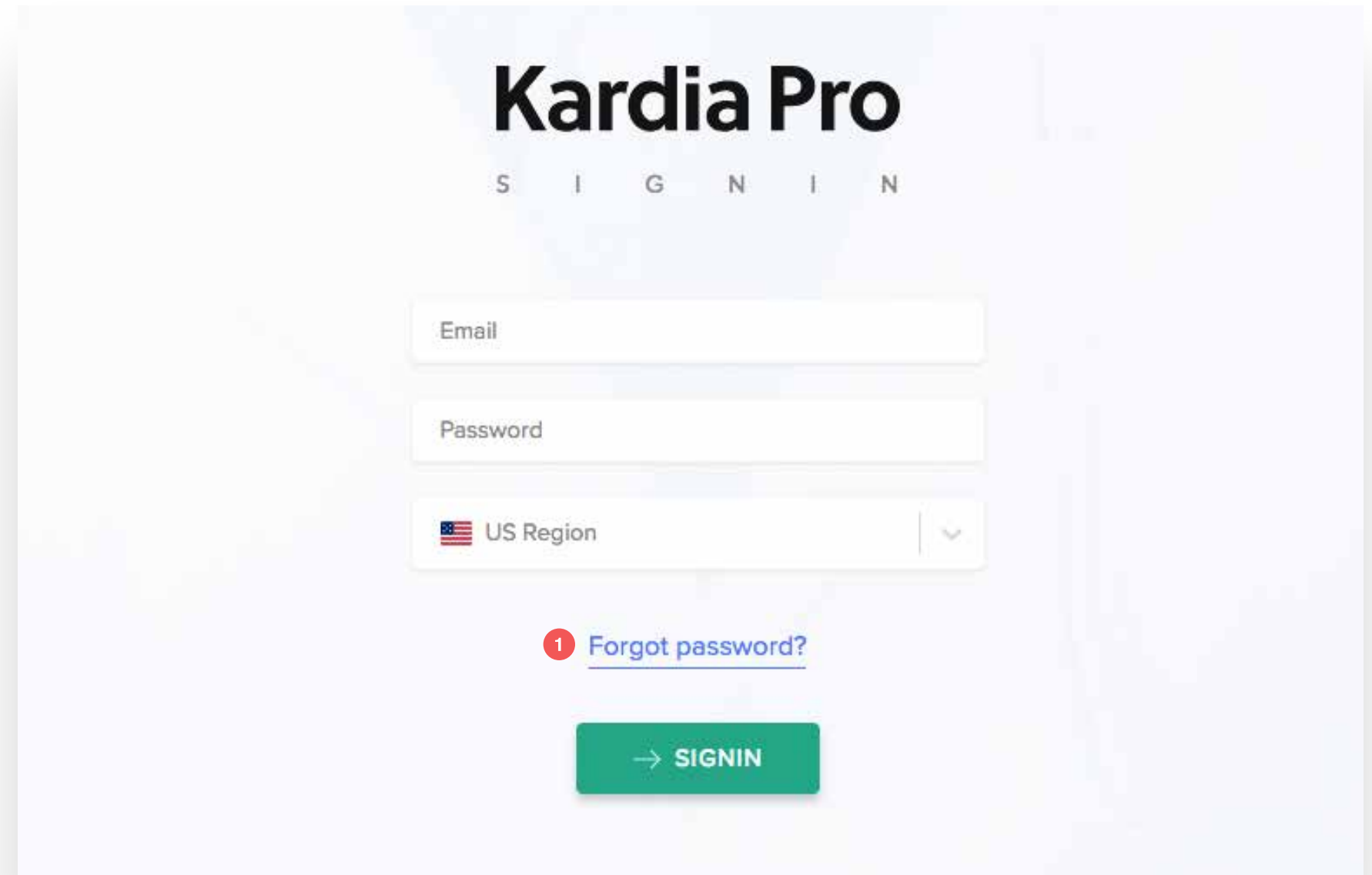7. Practice bills patient insurance for Remote Patient Monitoring

NEED ADDITIONAL SUPPORT?

Contact your AliveCor account representative directly or contact customer support at kardiaprosupport@alivecor.com

First-time signing in

Simply enter www.kardiapro.com
into your web browser.

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1. Select "Forgot password?"

   • Enter email address as your username.

   • You will receive an email to create a secure
   password to sign in to KardiaPro.

The KardiaPro Dashboard

This is your personal homepage. From here, you can access all the areas of KardiaPro, as well as new connection updates.

1. **Patients:** Click here to access the patient directory. Once in a specific patient file, select each tab to see patient specific information including longitudinal biometric data and summary reports.

2. **ECG Inbox:** Access both your Personal Inbox or the Practice Inbox. Here you will find ECGs that have been flagged for review based on the inbox settings you select for each patient.

3. **Reports:** Summary reports automatically generated for billing will be available for review, annotation, e-signature and export.

4. **Connection Metrics:** Summary of patient connection activity for past 14 days for the practice, ability to filter by Provider. Select "Show" to reveal the names of the specific patients in each section.

5. **Add Patient:** Add a new patient to KardiaPro.

6. **Settings:** All users can update their password here. Account Administrators have access to add and delete team members, set email notification frequency and set default inbox settings.

7. **Sign Out:** Sign out of KardiaPro here. If you forget to sign out, the system will automatically sign you out after 20 minutes of inactivity.
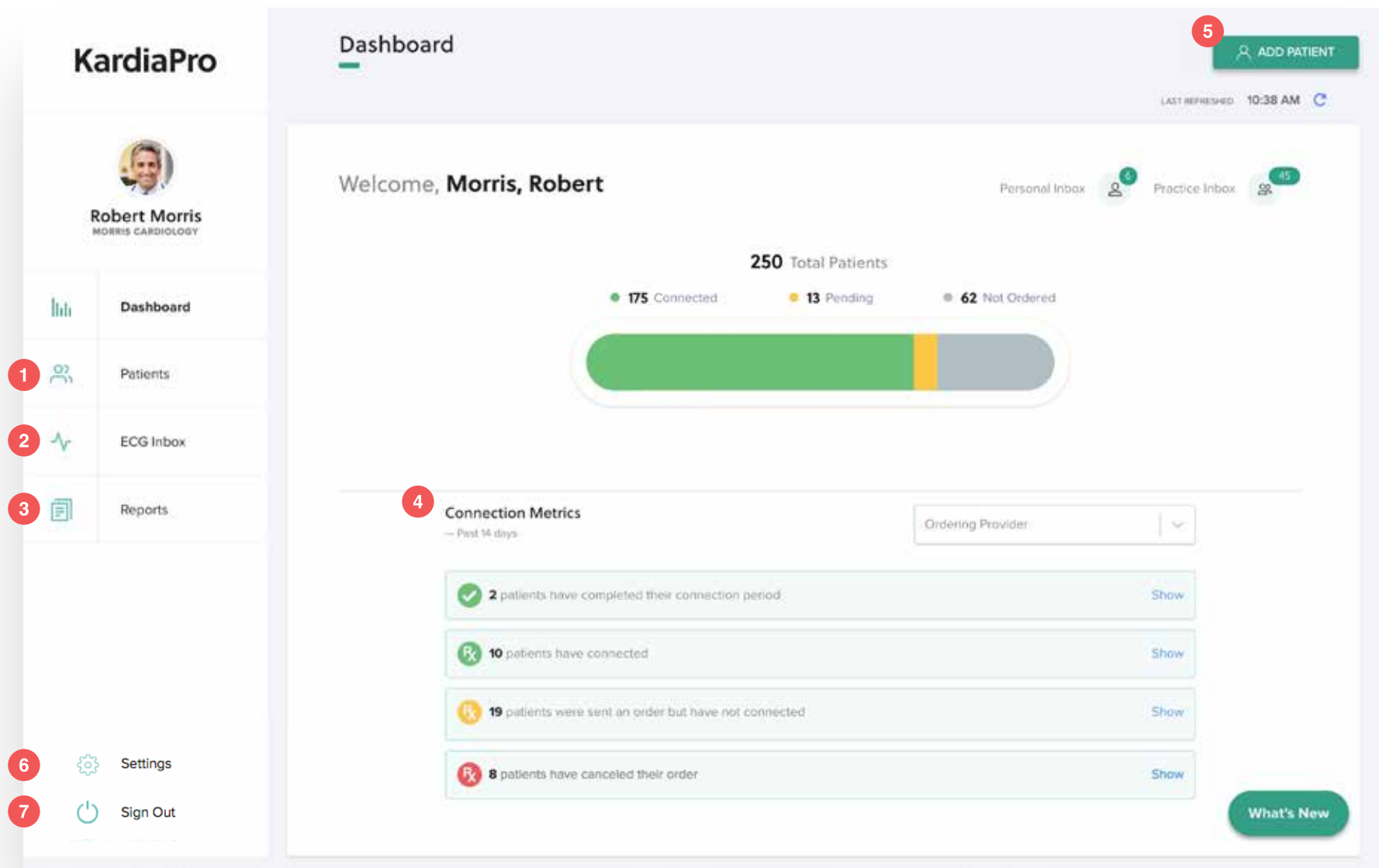
Adding a new patient to KardiaPro

Adding a patient is simple. Just enter patient information and select a connection plan. KardiaPro will generate a Referral Code the patient will use to purchase the Kardia Bundle you have ordered.

Patient downloads the Kardia app, creates account and enters the referral code in the Kardia app. Patient completes in-app purchase of the recommended Kardia Bundle.

1. Select the "Add Patient" button on the top right of the screen.

2. Enter patient information. The only mandatory fields are Patient Medical Record Number and Email. The email entered here will be used to send the patient an instructional email for getting started.

3. You may also enter notes about the patient here. Some practices use this field to note specific dates regarding interventions (i.e. date of ablation or cardioversion) or for entering information regarding medications (oral anticoagulation medication status, date of new blood pressure medication dose, etc.)

4. Select "Save."

Adding a patient to KardiaPro, continued

STEP 1: CONNECTION PLAN

1. Select Connection Plan for the patient. This designates the Kardia Bundle you would like the patient to purchase.

2. Review email address and edit as needed.

STEP 2: REPORTS & BILLING

3. Type to select the Primary Indication ICD-10 code associated with the medical necessity for Remote Patient Monitoring.

4. Select Billing Code which will then auto-generate summary reports based on the specific billing criteria. CPT 99091 will auto-generate a summary report every 30 days and CPT 99457 will auto-generate a report every calendar month.

5. Optional: Enter an EHR order number if required when billing Remote Patient Monitoring.

STEP 3: INBOX SETTINGS

6. Select a filter for which recordings you want flagged for review in the ECG Inbox: all non-normal recordings, all recordings, no recordings or custom. All recordings will be available in the patient file regardless of which recordings you elect to flag for review.

7. Select an Inbox where you would like flagged recordings to be routed for review: Practice Inbox or unique Provider Inbox.

8. Select "Order."

Adding a patient to KardiaPro, continued

1. Upon completion of ordering the Kardia Bundle, the patient file will open. You will see the "pending" connection status and a 12-letter referral code for the patient to use when creating their Kardia account on their phone.

   - Provide patient with an educational handout, the Kardia Care Plan.

   - The patient then downloads the Kardia app, selects "create account" and enters the 12-letter referral code when prompted. The patient will complete the in-app purchase of a Kardia Bundle. Hardware will be shipped to the patient's address within 1-3 business days.
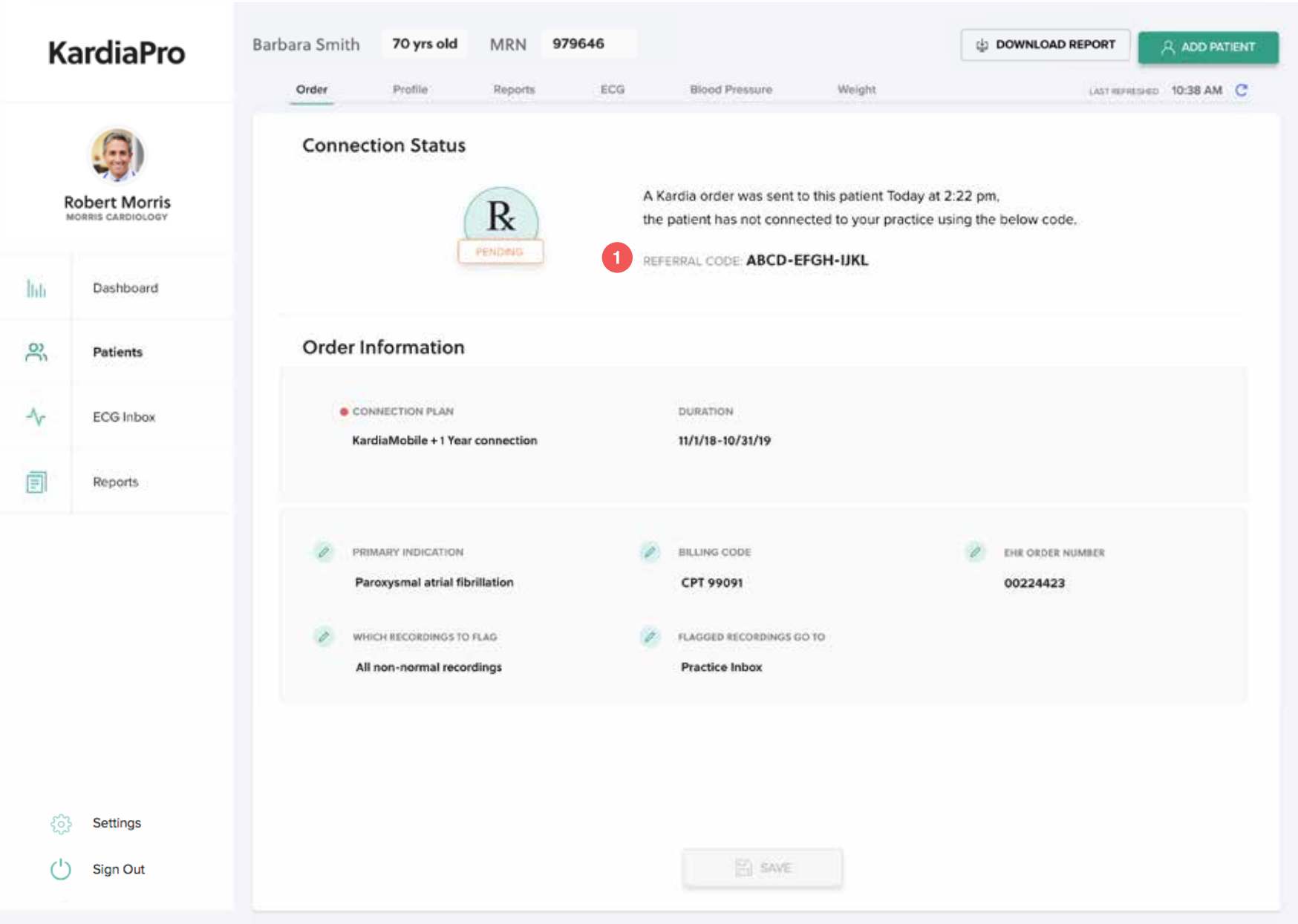
Adding a patient to KardiaPro, continued

- For practices providing patients with in-office set-up and education (reimbursement code CPT 99453), once their Kardia account is created, use a KardiaMobile demo unit to have the patient take their first EKG recording using their Kardia App. Use this opportunity to educate patients on how to take a quality EKG recording, see page 3 of the Kardia Care Plan for specific instructions. The KardiaMobile unit is not tethered to a specific phone, so you can use any KardiaMobile device to take the initial recording.

- For patients monitoring blood pressure, AliveCor recommends the Omron Evolv Blood Pressure demo monitor for education. Patients can trial the demo monitor in the office, then manually enter their blood pressure recording into their Kardia app. If patient is ordering an Omron Evolv Blood Pressure monitor, they will pair their unit using Bluetooth to the Kardia app when they receive the device at home.

- For practices sending the patient home for set-up, refer the patients to the instructional email from your practice. The email includes the 12-letter referral code. You may also elect to write down the 12-letter referral code at the top of the Kardia Care Plan patient handout.

Kardia Care Plan

Referral Code

Your doctor has recommended Remote Patient Monitoring of your EKG, blood pressure, or both. With Kardia, your recordings will be automatically sent to your health care team.

CONNECT TO YOUR DOCTOR

- ◯ KardiaMobile + 1 Year Connection
- ◯ 1 Year Connection Only
- ◯ Omron Evolv Blood Pressure Monitor + 1 Year Connection
- ◯ KardiaMobile + Omron Evolv Blood Pressure Monitor + 1 Year Connection

The device and service may be eligible for reimbursement through FSA, HSA and HRA accounts. Visit alivecor.com/fsa for more information.

USE AS DIRECTED

- ◯ Take an EKG when you feel palpitations, heart flutters or other symptoms
- ◯ Take an EKG _____ times per ◯ Day ◯ Week
- ◯ Take a blood pressure recording _____ times per ◯ Day ◯ Week

  At the following times _____ AM_____ PM

TAKE ACTION WHEN _____

Sharing data and important safety information. Although your doctor will have access to all of your recordings, they will not be reviewing them in real-time. For specific concerns or immediate review of a reading, please contact your doctor's office. Kardia is not intended to replace emergency medical care. If serious symptoms occur (such as: dizziness, shortness of breath, fainting, etc.), seek immediate medical attention.

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Recording your EKG with KardiaMobile

With KardiaMobile you can take a medical-grade, FDA-cleared EKG in just 30 seconds, anytime, anywhere. You'll receive one of three results: normal sinus rhythm, possible atrial fibrillation, or unclassified.

Make sure your phone is compatible: alivecor.com/compatibility

To record a high-quality EKG:
- Sit down and relax with your forearms resting on a flat surface.
- Place KardiaMobile near the microphone on your smartphone. KardiaMobile uses sound to communicate with your phone.
- Open the Kardia app and press "Record your EKG."
- Rest one or two fingers on each electrode, with your right hand on one electrode and your left hand on the other. No need to squeeze or press down firmly.
- Remain still during the 30-second recording.
- Your recording will automatically be sent to your health care team after you select "Done" or ✓ at the conclusion of the recording.

Additional EKG recording tips
- Smartphone or tablet should be unplugged. Do not use any headphones or other accessories while recording an EKG.
- Turn off hearing aids. Avoid close proximity to items that may cause interference (TV, computers, etc).
- If your fingers are dry, moisten them with water or antibacterial wipes.

Good quality EKG recording   Poor quality EKG recording

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Recording your blood pressure with Kardia

If your doctor has requested to track your blood pressure, simply pair your Omron Evolv blood pressure monitor to your Kardia app. If you don't have an Omron Evolv blood pressure monitor, manually enter your recordings using any blood pressure monitor.

Using an Omron blood pressure monitor

Pair your bluetooth-enabled Omron blood pressure monitor:
- Open the Kardia app and press "+ Add blood pressure."
- Press "Pair an OMRON monitor" and follow the steps.

Recording instructions for Omron Evolv blood pressure monitor:
- Sit with your legs uncrossed and feet flat on ground.
- Put the arm cuff on your left arm half an inch above your elbow.
- Securely close with fabric fastener.
- Rest your arm on a stable surface with the arm cuff level with your heart.
- Press the START/STOP button on your monitor to start recording.
- Open the Kardia app, press "+ Add blood pressure" and press "Transfer new recordings."

Using any blood pressure monitor

Manual entry of blood pressure:
- Record your blood pressure.
- Open the Kardia app and press "+ Add blood pressure."
- Enter Systolic, Diastolic and pulse values.

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Reviewing ECGs

When patients are added to KardiaPro, inbox settings can be configured to determine:

- Which ECGs should be flagged for review: all non-normal recordings, all recordings, no recordings or custom.

- Which inbox the flagged ECGs will be routed to: the unique Personal Inbox or Provider Inbox.

1. Select "ECG Inbox" to view ECGs flagged for review. Note: Personnel designated with as an Account Administrator can set email notifications, delivered either daily or weekly, if there are ECGs awaiting review in either the Practice Inbox or your Personal Inbox.

2. Navigate to each inbox by selecting "Personal Inbox" or "Practice Inbox." The green circle with the numeric value designates the number of ECGs awaiting review in each inbox.

3. Archived is used for sites completing clinical studies, where staff may bulk export every interpreted ECG. The archived box is a listing of every recording that was interpreted and confirmed (the final interpretation).

4. Select any ECG preview to open a full 30-second rhythm strip.

Reviewing ECGs, continued

REVIEWING, INTERPRETING & SIGNING

1. Select "Add Interpretation."
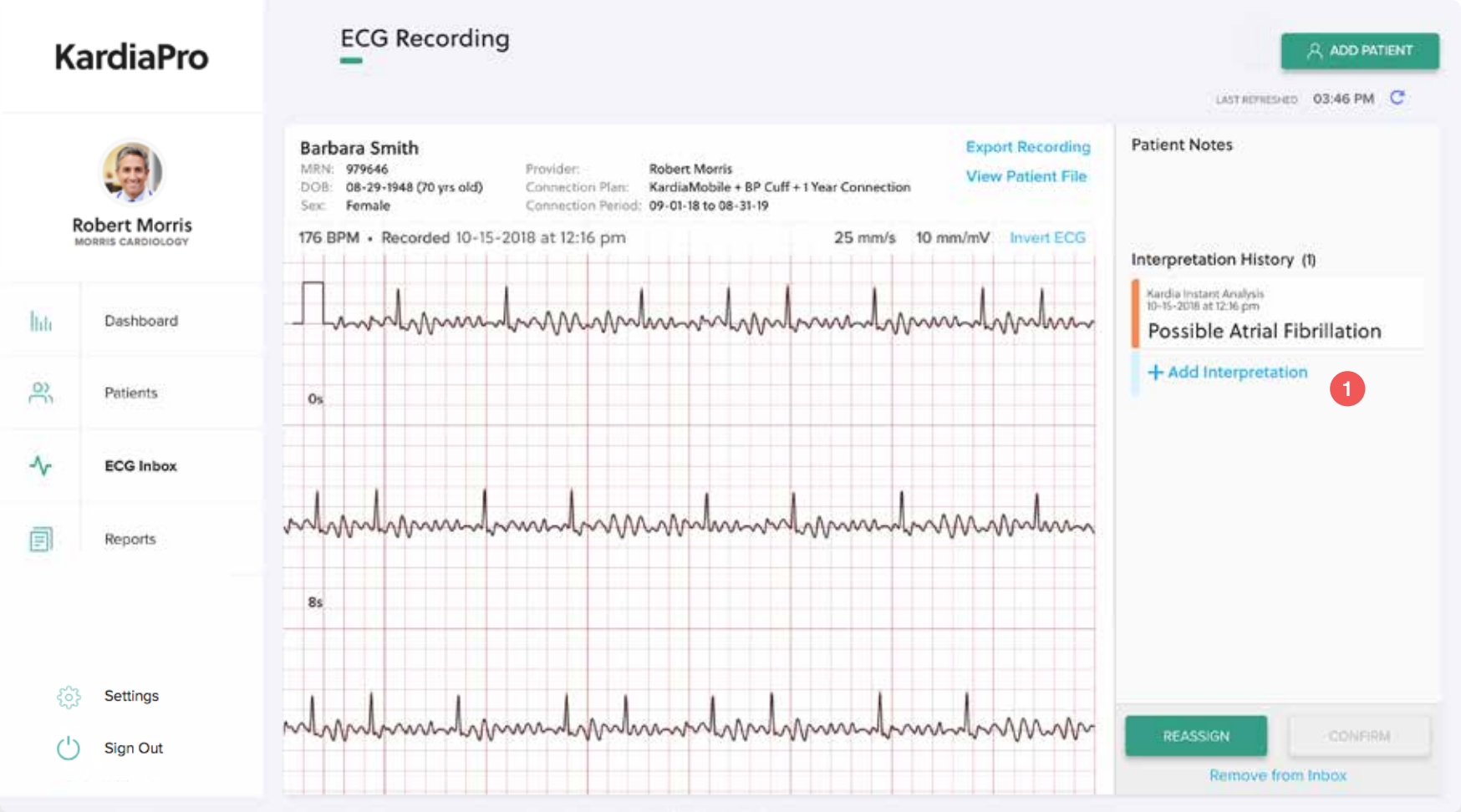
Reviewing ECGs, continued

REVIEWING, INTERPRETING & SIGNING

1. Type in box or scroll to search for an interpretation. Time saving tip: You can easily search for "Ventricular Premature Complex" by typing "PVC" in the search bar. Additionally, you can select more than one interpretation. The interpretations selected will appear in the "added interpretations" section.

2. Optional: Type additional comments or notes.

3. Select "Save" to automatically e-sign and save your interpretation.
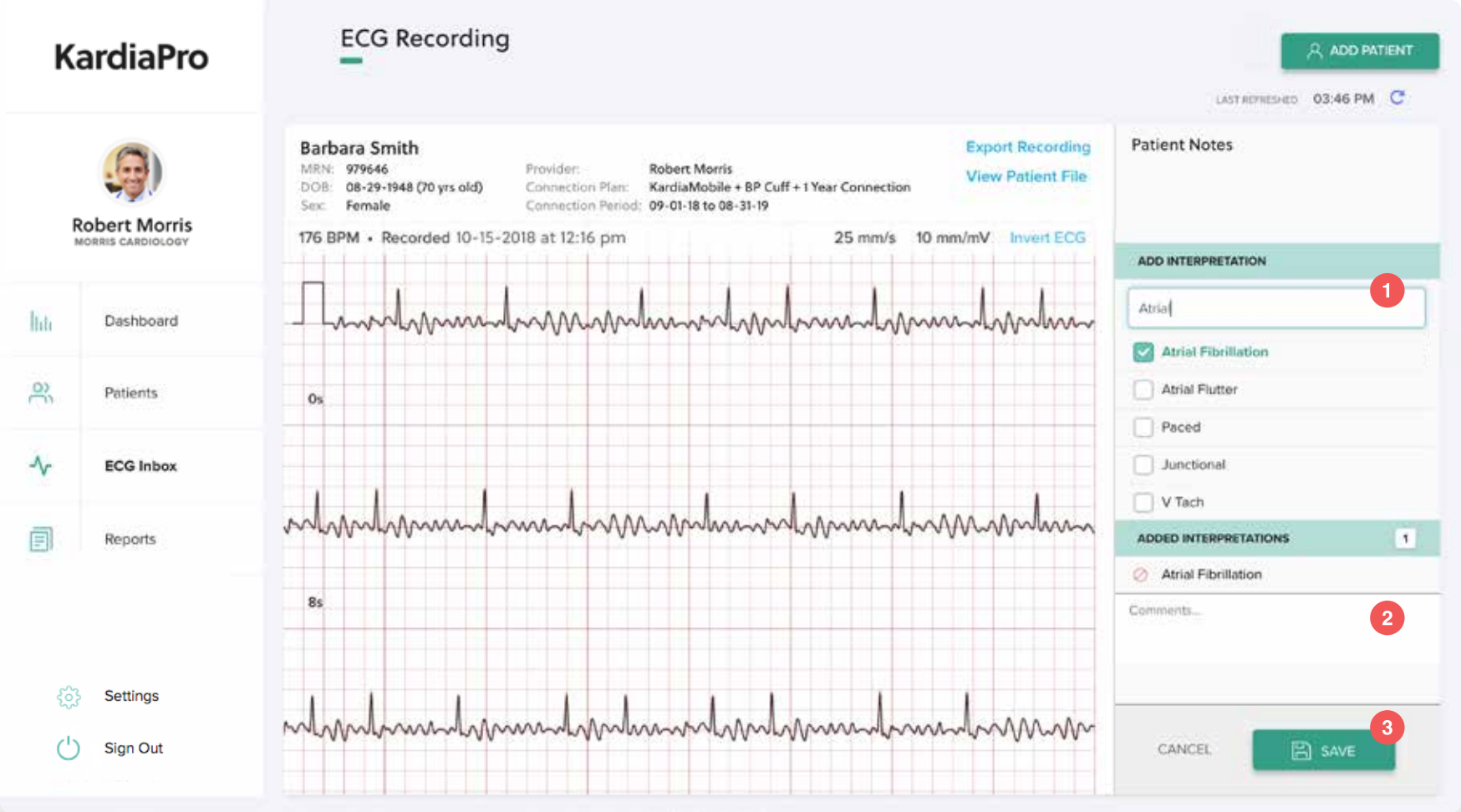
Reviewing ECGs, continued

OPTIONS FOR OVERREAD ECG

1. Select "Remove from Inbox," interpretation is saved in patient's file and added to summary report.

   OR

2. Select "Reassign" to send rhythm strip to a different Inbox for review.

   OR

3. Select "Confirm," interpretation is archived, saved in patient's file and added to summary report. By confirming, you will no longer be able to add or modify interpretations to this ECG. Confirmed ECGs will be listed in the archived folder. Option to bulk export confirmed ECGs from the archived folder.

OTHER ACTIONS

4. Export an individual ECG to a PDF file in one click.

5. Jump to a patient's file to view longitudinal ECG, blood pressure and weight data. Then easily use your browser back button to return to interpreting the ECG recording.
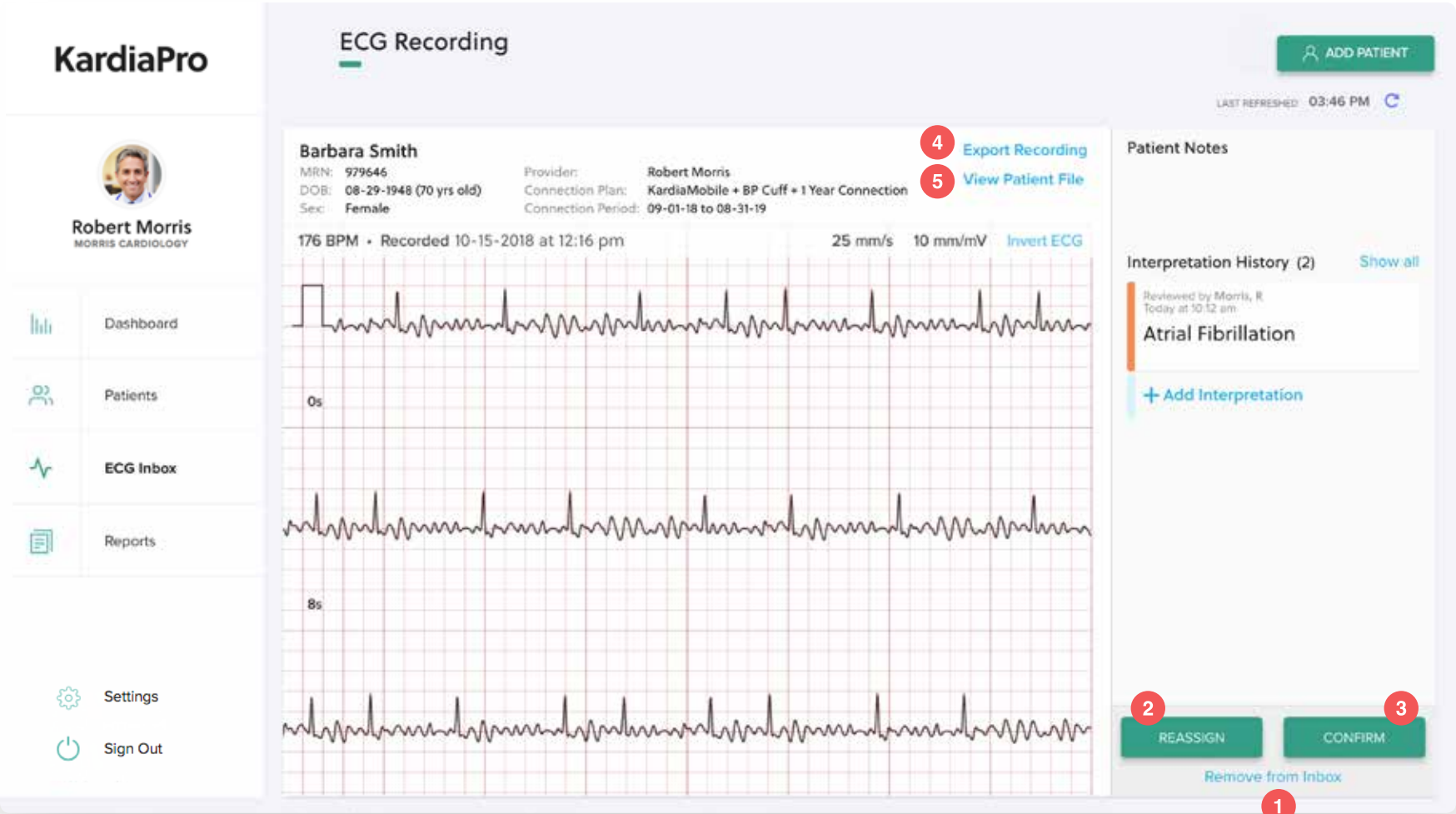
Reviewing a Patient File

The patient directory is used to search for a specific patient. Once in a patient file, you'll have access to patients longitudinal data. From the patients file you'll also see notes, connection history, summary reports, and ECG, blood pressure and weight data.

1. Select "Patients."

2. To quickly find a specific patient, select "Filter" under the Patient column and type first name, last name or medical record number.

3. Select any row to open patient's file.

Reviewing a Patient File, continued

1. To return to the full list of patients, select "Filter" again, and press the "x" to remove filter.
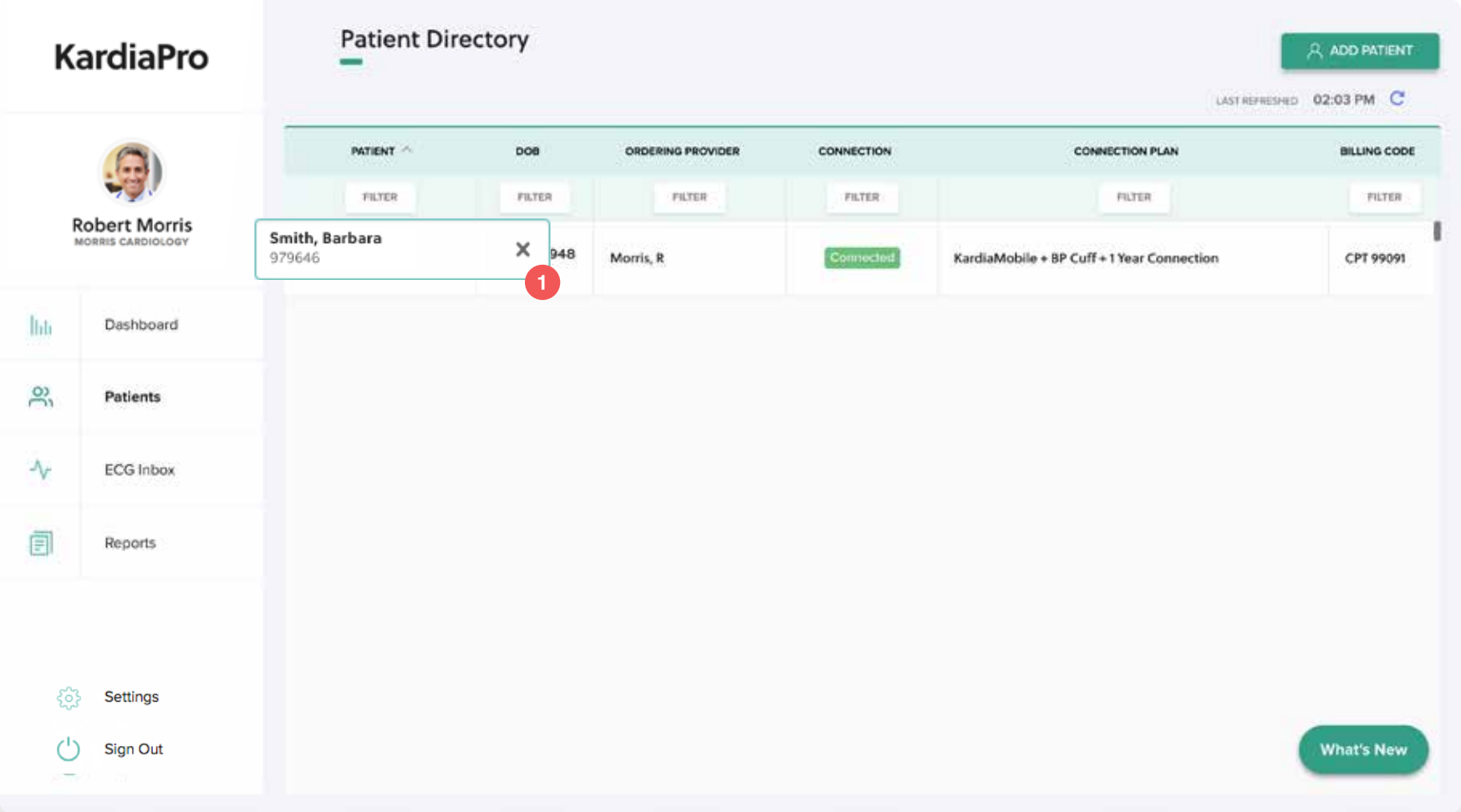
Reviewing a Patient File, continued

1. Sort patients by name, DOB, ordering provider, connection status, and connection plan, by simply clicking on the column header.

2. Select any row to open the patient's file.

Reviewing a Patient File, continued

OVERVIEW: CONNECTED PATIENTS

1. From the "Overview" tab you can manage patient connection plan, modify billing codes, generate a new 12-letter referral code and manage inbox filters.

2. Patient connection status: Connected

3. For connected patients, you'll see the connection period.

4. You can modify any of the fields in this box by selecting the pencil icon to edit.

5. Primary Indication: This is populated from a library of ICD-10 diagnosis codes.

6. Billing Code: This must be selected to auto-generate summary reports.
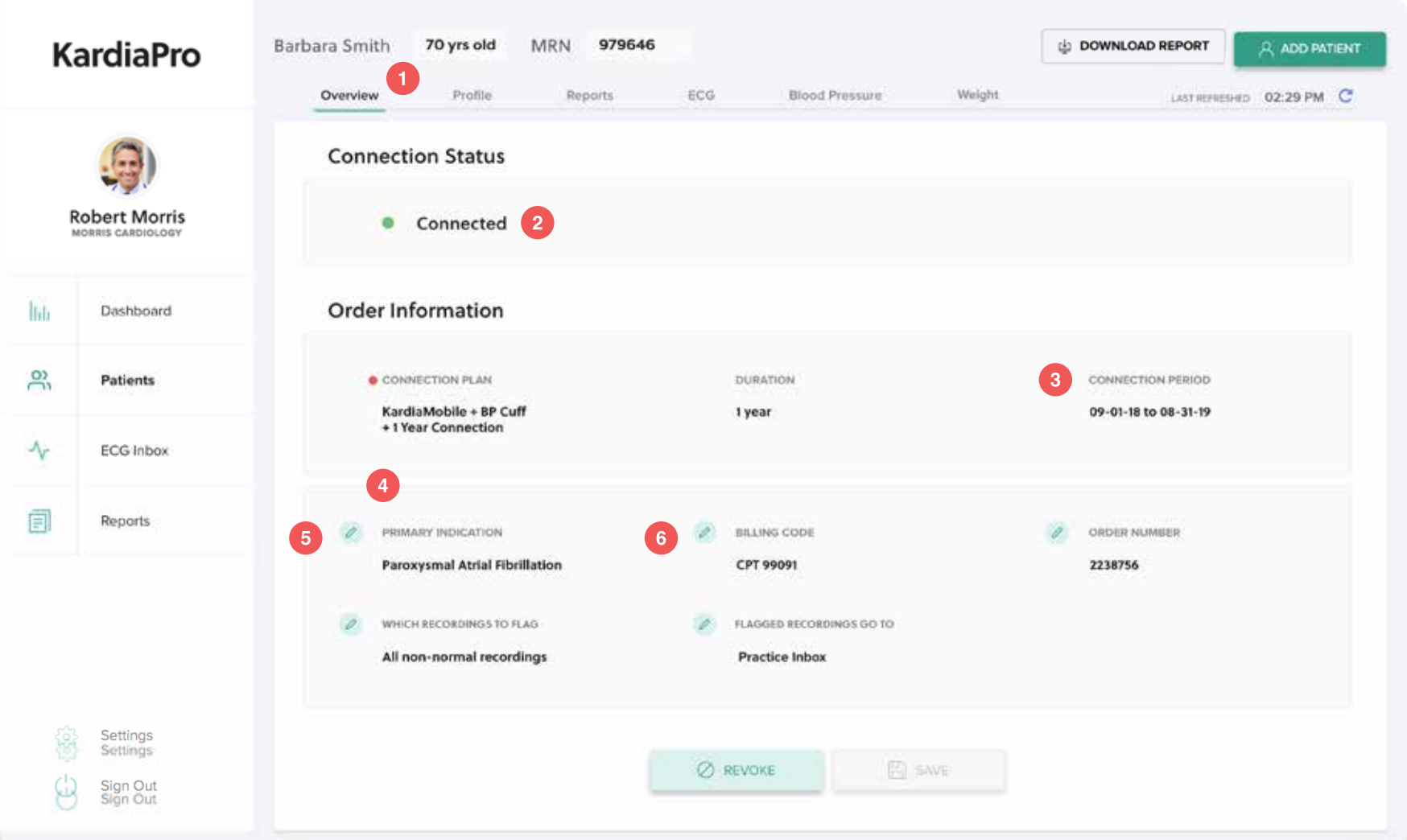
Reviewing a Patient File, continued

OVERVIEW: CONNECTED PATIENTS, CONTINUED

7. Which Recordings to Flag: Modify at any time which recordings are flagged to for review.

  • If you'd like to customize the inbox settings for a specific patient, select the pencil icon next to "Which Recordings to Flag."

  • For example: If a patient has been diagnosed with AFib and you only want to see recordings with HR over 140, select "Custom" and you can designate this here. This allows you to set patient specific settings in order to flag actionable data.

8. Revoke: Select to manually disconnect a patient from KardiaPro. You will then be asked to confirm that you want to disconnect the patient from the portal.
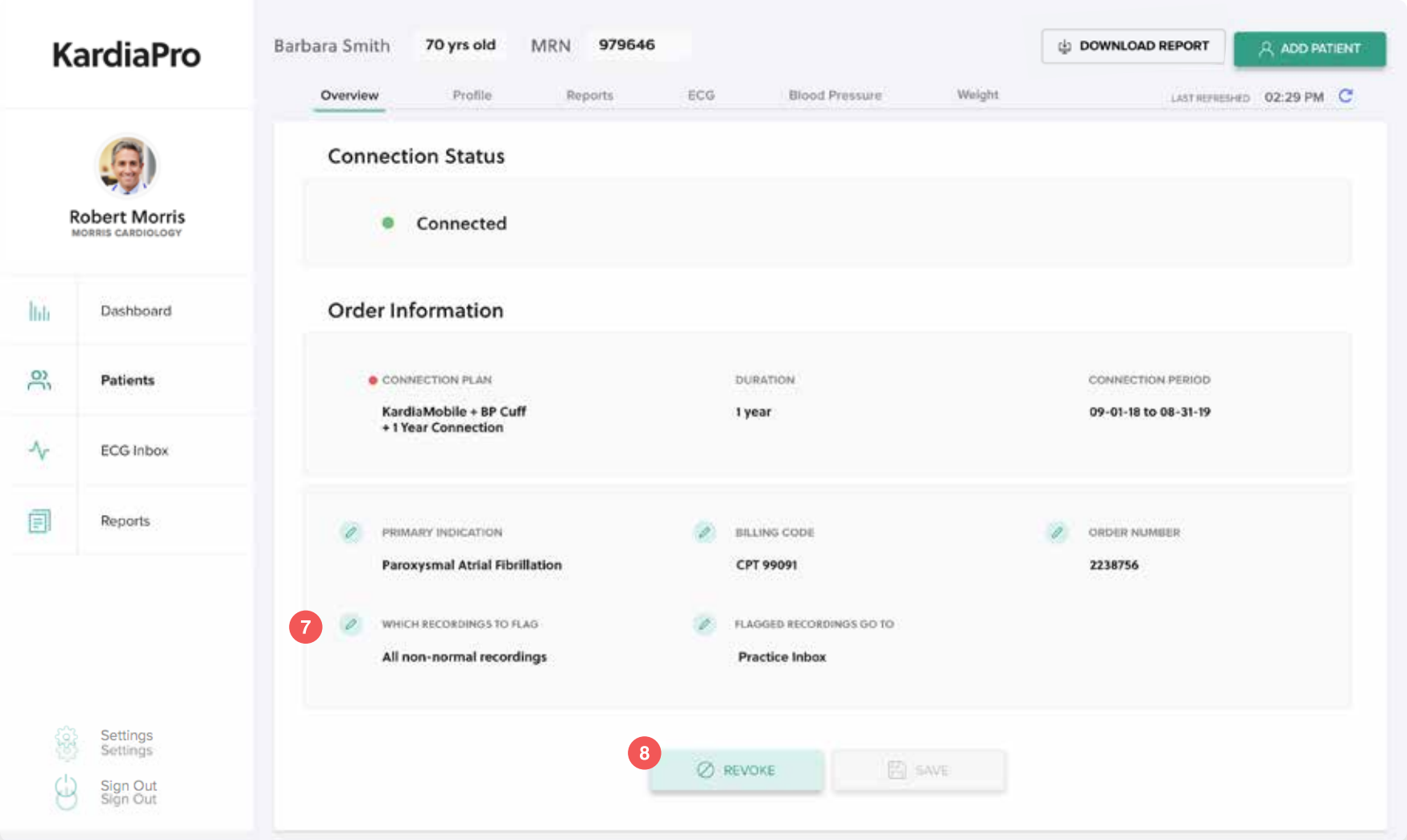
Reviewing a Patient File, continued

OVERVIEW: PENDING PATIENTS

1. For pending patients, or those who have not yet connected to the KardiaPro portal, you'll see the 12-letter referral code. The referral code is good for 90 days. If the patient does not connect in 90 days the code will expire and no longer appear on this page. The page status will change from "Pending" to "Not ordered." If the patient would like to connect after the code expiration, simply order a new connection plan, which will issue a new referral code.
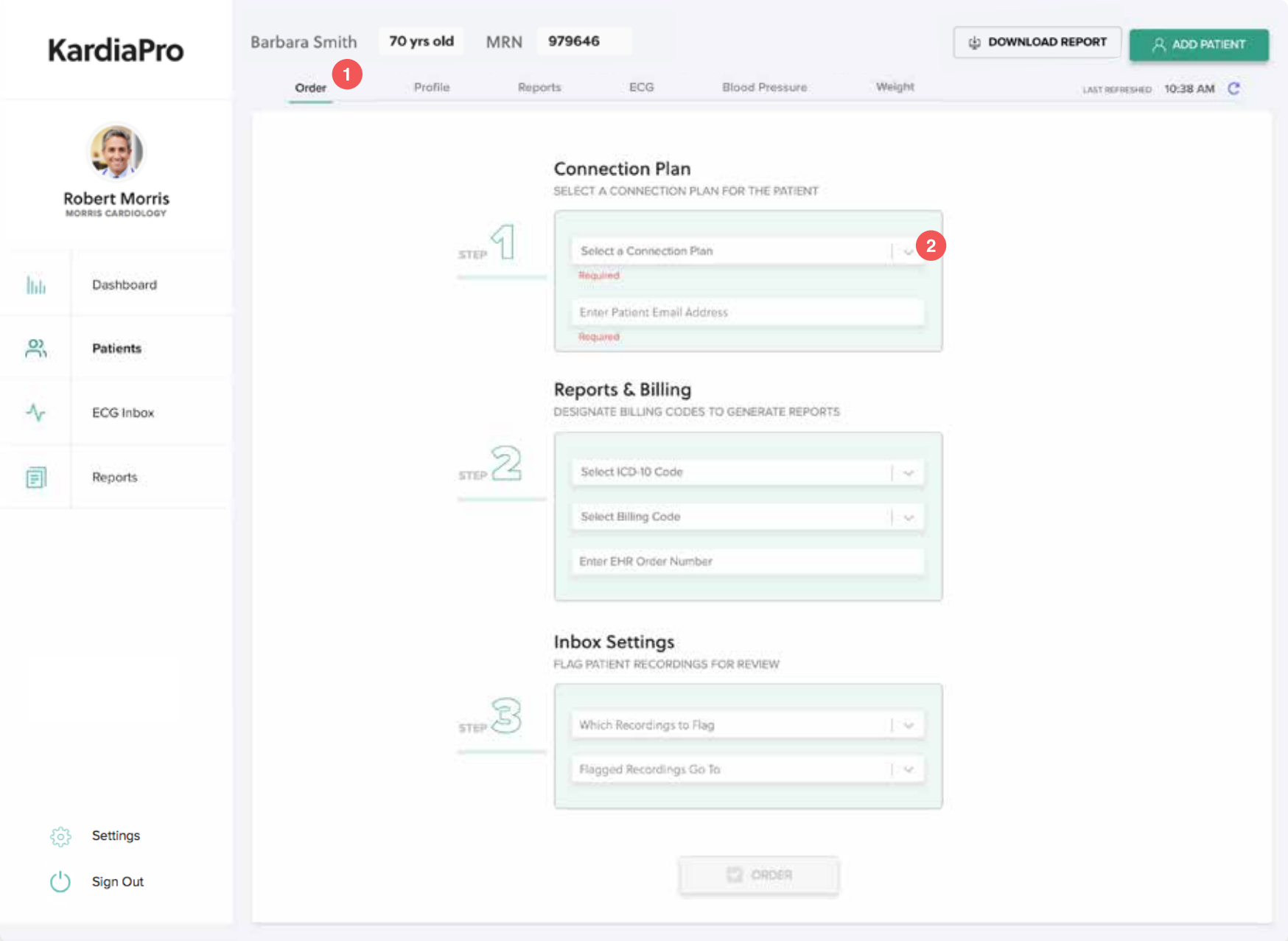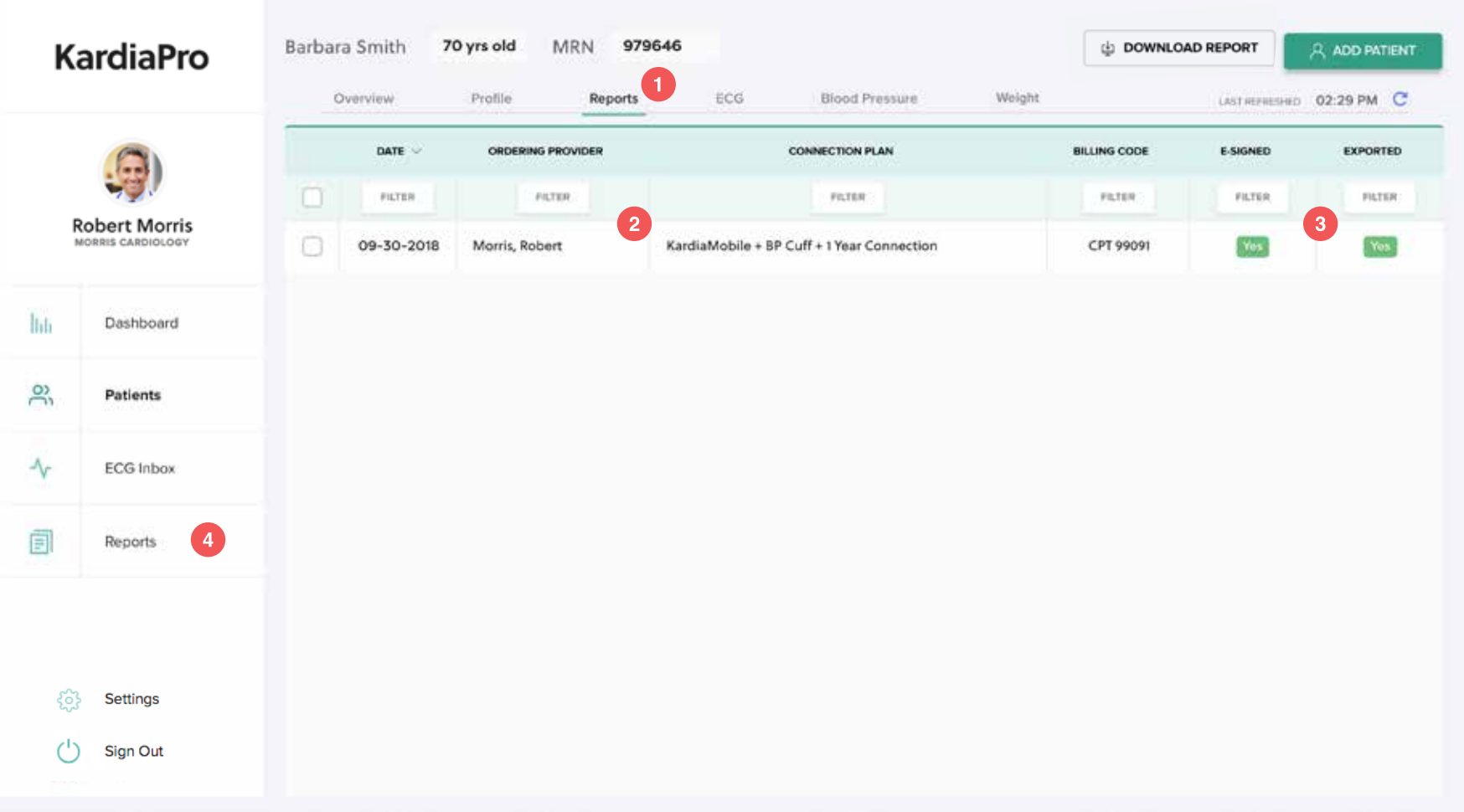
Reviewing a Patient File, continued

OVERVIEW: NOT CONNECTED

1. A patient status is either connected, pending or not connected. If the patient is not connected (example: the patient completed a connection period and is no longer connected), you'll see the order form appear on the first tab.

2. Here you can order a new connection plan and create a new referral code.

Reviewing a Patient File, continued

1. "Profile" tab of Patient File.

2. Patient demographic information, all fields are modifiable by selecting the pencil icon.

3. Access and modify notes section in concert with key points regarding patient care plan.

4. Scroll to see KardiaPro connection history.

Reviewing a Patient File, continued

1. "Reports" tab of Patient File.

2. Review history of all auto-generated summary reports for this patient.

3. See which reports have e-signed and exported.

4. Note the workflow for reviewing, interpreting, e-signing and exporting reports will be completed through the Reports tab, on the left navigation pane. Historical reports specific to the patient can then be accessed in the patient file in the Reports tab.

Reviewing a Patient File, continued

1. "ECG" tab of Patient File.

2. Use the scroll bar under the ECG graph to quickly scroll through months of ECGs to see visual representation for how frequently the patient is in and out of sinus rhythm. Tap on a dot in the graph to bring the ECG recordings to the top of the list.

3. View all ECGs this patient has recorded.

4. Open any ECG to apply interpretations. (see page 11 for further instructions)

5. Note the workflow for reviewing, interpreting, and e-signing flagged ECG's will be completed through the ECG Inbox, on the left navigation pane. Regardless of which recordings have been flagged for review, a copy of all ECG recordings for the patient will be in the patient's file in the ECG tab.
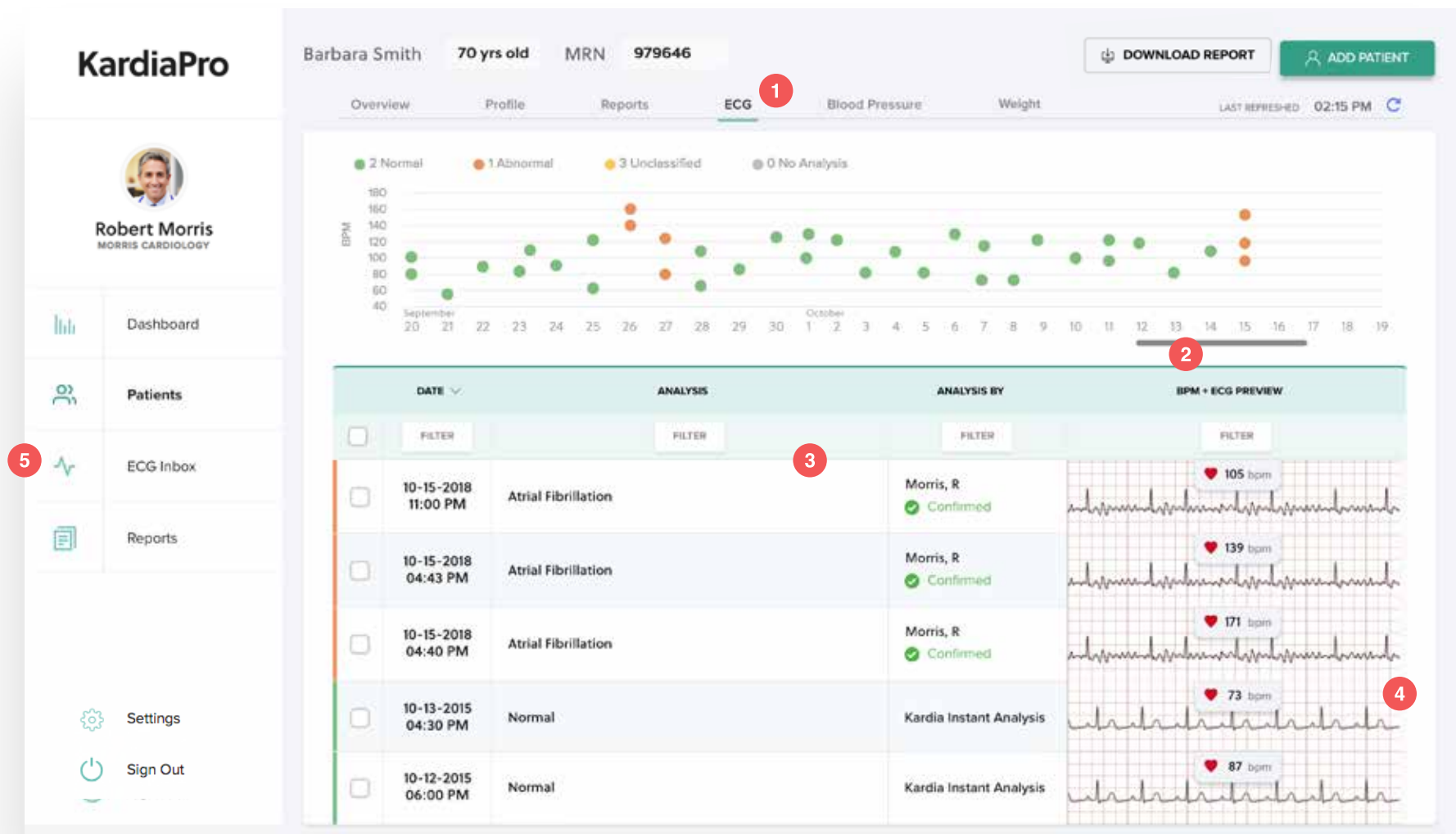
Reviewing
Blood Pressure Data

KardiaPro gives you deeper insight of your patient's health by allowing you to easily spot trends and adjust medications as needed.

Blood pressure recordings are captured in the Kardia app by either:

1. Manual Entry: Patient manually enters blood pressure into their Kardia app using any blood pressure monitor.

   OR

2. Omron Bluetooth technology: Patient uses an Omron Bluetooth enabled monitor to electronically transfer BP recordings into their Kardia app.

All blood pressure recordings will be available for review in the KardiaPro patient file under the blood pressure tab.

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1. "Blood Pressure" tab of Patient File.

2. Filter and sort data by recording date.

3. Source will tell you if the recording was captured using a "Connected Device" or "Manual Entry."

4. Category is defined by the AHA blood pressure categories.

5. Filter data by selecting a range of Beats Per Minute (BPM), Systolic or Diastolic values.
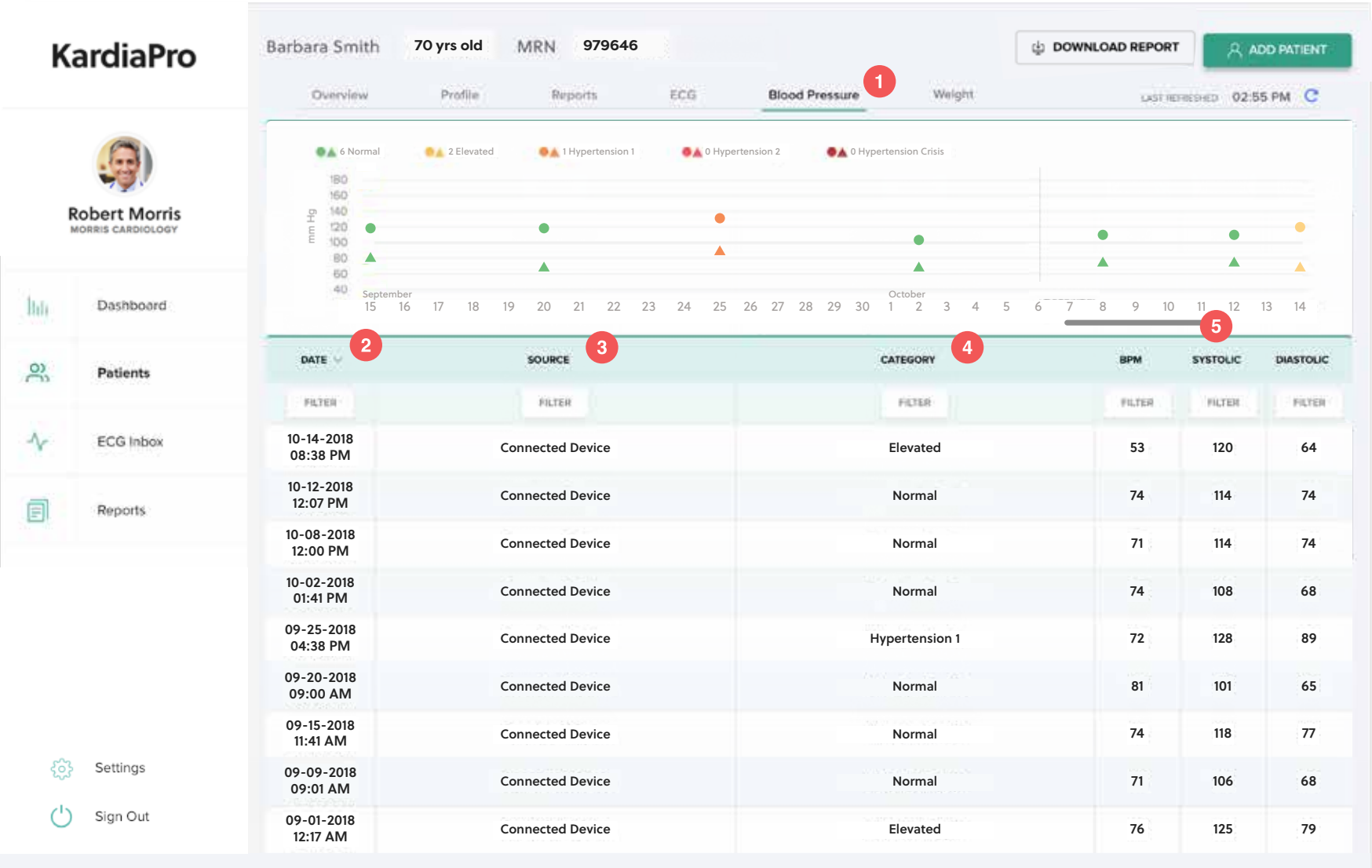
Reviewing Reports

Reports will be auto-generated for all patients assigned a billing code, as designated within the patient file overview page. Reports will be generated per the requirements of the specific billing code, i.e. auto-generation of a report every 30-days or every calendar month.

At a glance you'll see which reports have been e-signed and exported.

TO E-SIGN REPORTS

1. Select "Reports" from the left navigation pane.

2. Filter by the ordering provider.

3. Filter e-signed and select "No."

4. Open the report to review, interpret and add e-signature (see next page for details).

Reviewing Reports, continued

TO E-SIGN REPORTS

1. Reports have several pages. Scroll up and down to see all of the pages of this patient file. The user can E-sign when viewing any page on the report.

2. The report will include a summary of all data captured in Kardia over the time period specified for the billing code selected.

3. Select "E-Sign" to add comments and e-signature with date.
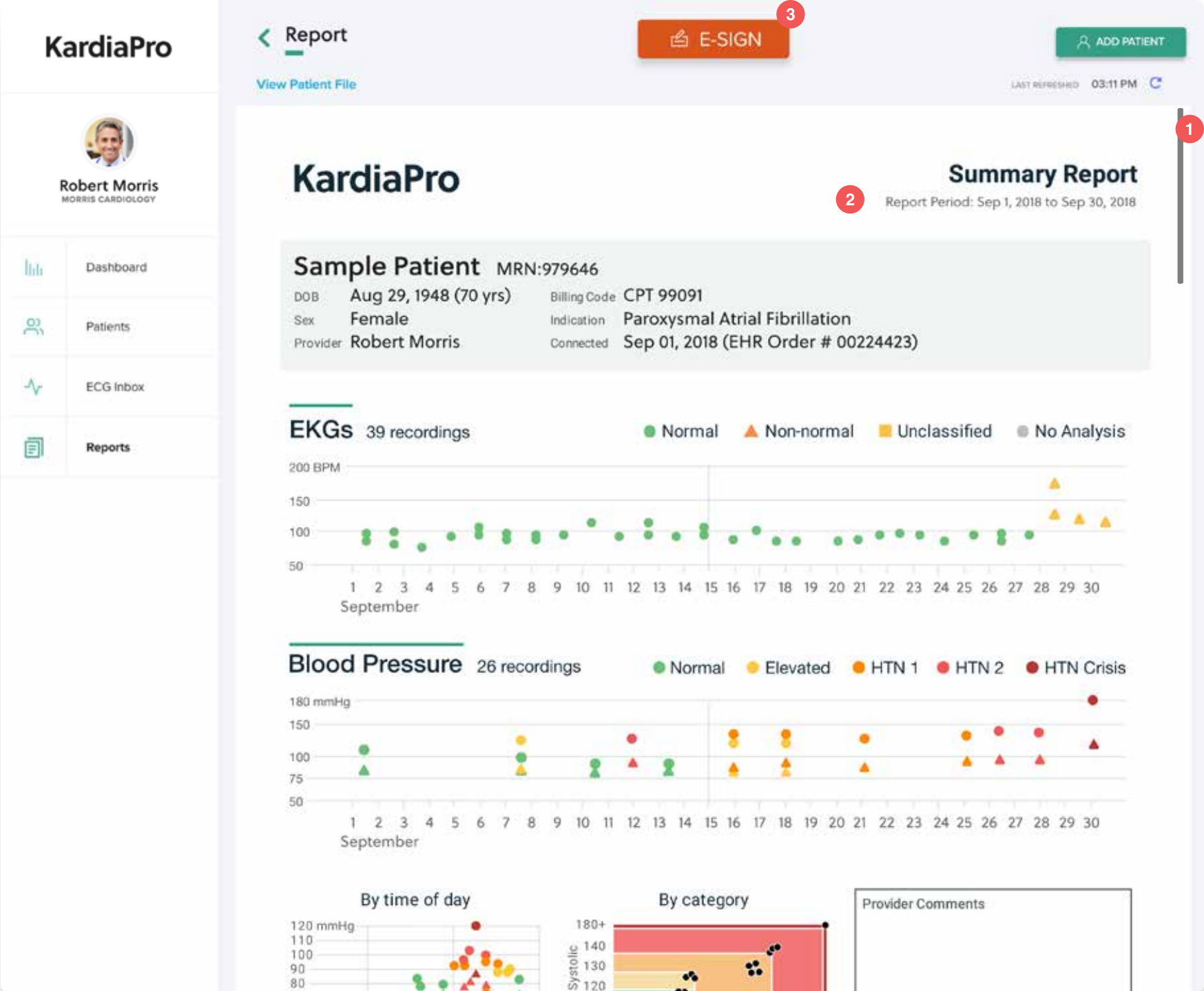
Reviewing Reports, continued

**TO BULK EXPORT REPORTS OR
DOWNLOAD A BILLING REPORT CSV FILE**

1. Filter e-signed and select "Yes."

2. Filter exported and select "No."

3. Check the left hand column for the reports
   you want to export or download.

4. To bulk export a PDF file of each report:
   Select "Export Patient Report" and then
   check your email for a secure link to a
   zip file of summary reports.

   OR

5. To download a billing report CSV file:
   Select "Download CSV" and a file will be
   immediately downloaded for you to open.

BILLING REPORT CSV FILE

The details included in the CSV file are:

- Report Start Date

- Report End Date

- Patient Name

- Patient MRN

- Patient DOB

- Ordering
  Provider Name

- ICD-10 Code

- Billing Code

- E-signed

- Exported
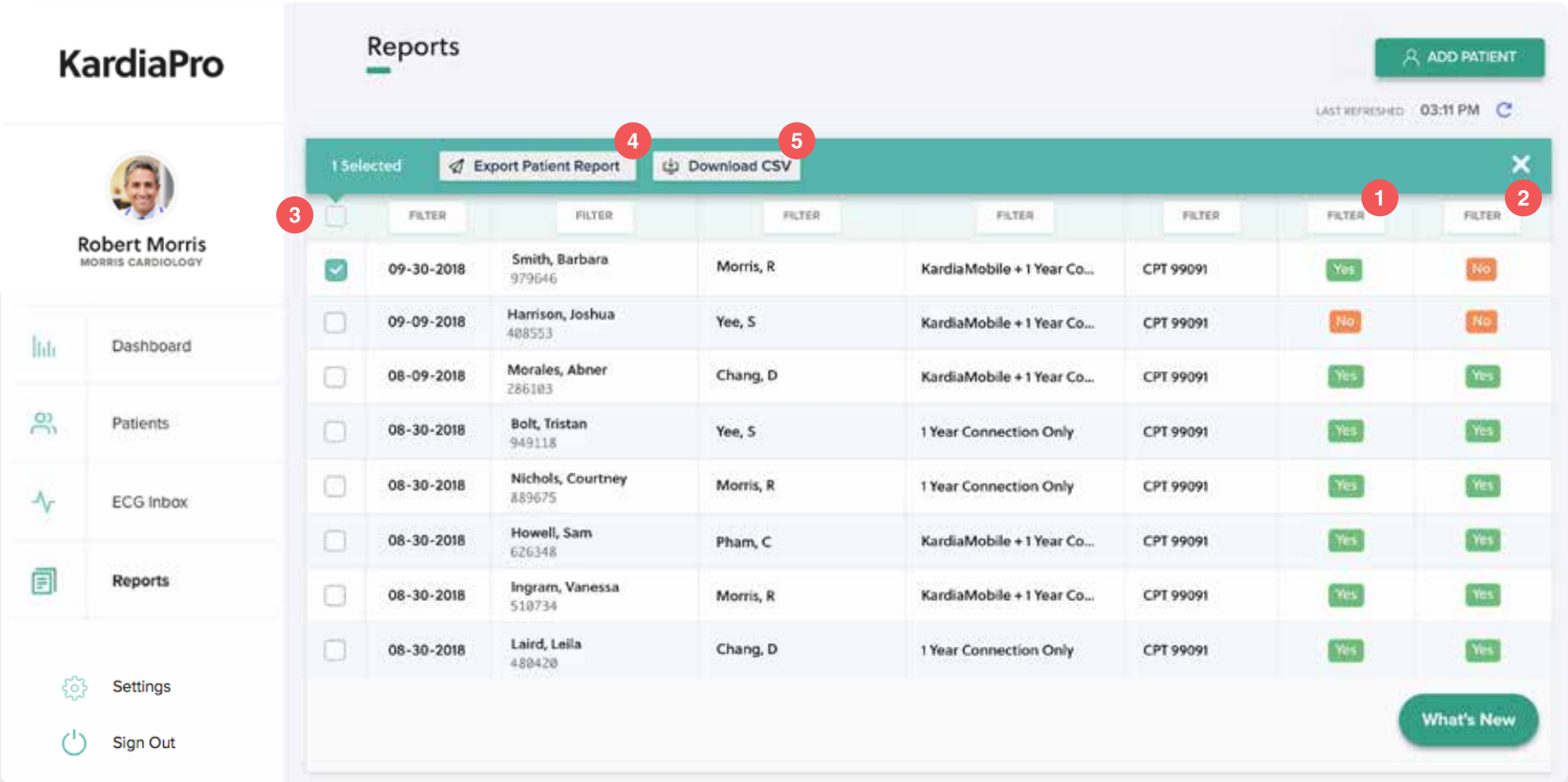
User Settings

From Settings, all users can change their password.

For personnel designated as Account Administrators, you can add and remove members and modify Inbox default settings.

ALL KARDIAPRO USERS: UPDATE PASSWORD

1. Select "Settings."

2. "Update Password" tab of Settings.

3. Enter your Current Password.

4. Enter your New Password twice.

5. Select "Save."

Alternatively, if you don't know your password and you'd like to reset your password, you can go to kardiapro.com and click "forgot password." Enter your email. This will generate an email with a link to reset your password.
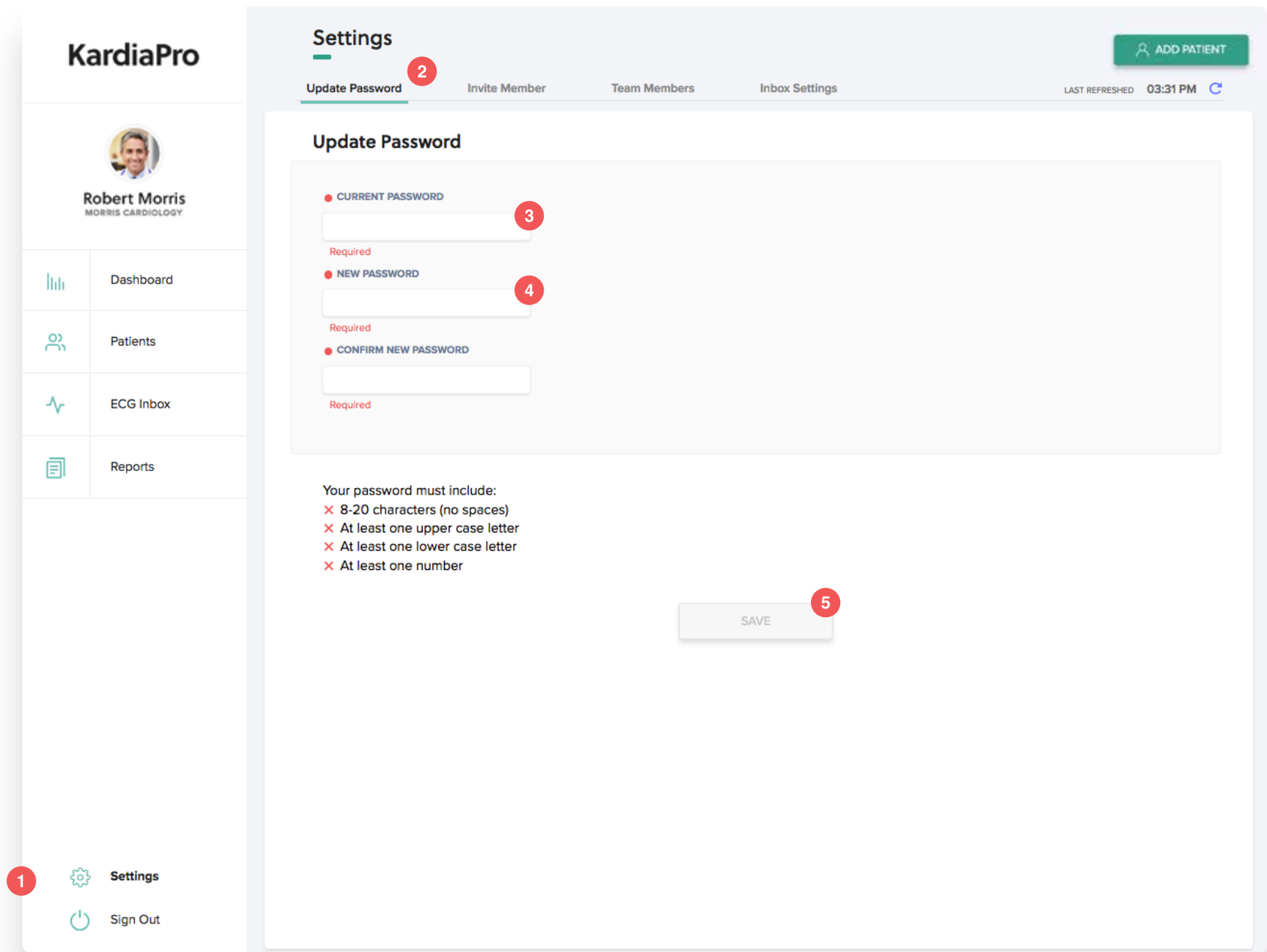
User Settings, continued

ACCOUNT ADMINISTRATOR: INVITE MEMBER

1. Click "Invite Member" tab within from the Settings Menu Bar.

2. Enter email address for new user

3. Designate member role of either Account Administrator or Provider, by checking the appropriate box, if either role applies to the new member being invited. Administrators will be able to manage team member accounts and Inbox settings. Providers will be listed as an Ordering Provider when adding new patients. Invited member will receive an email with a link to create their KardiaPro account and password.

4. Pending Invites can be revoked by checking the email and selecting "Revoke."
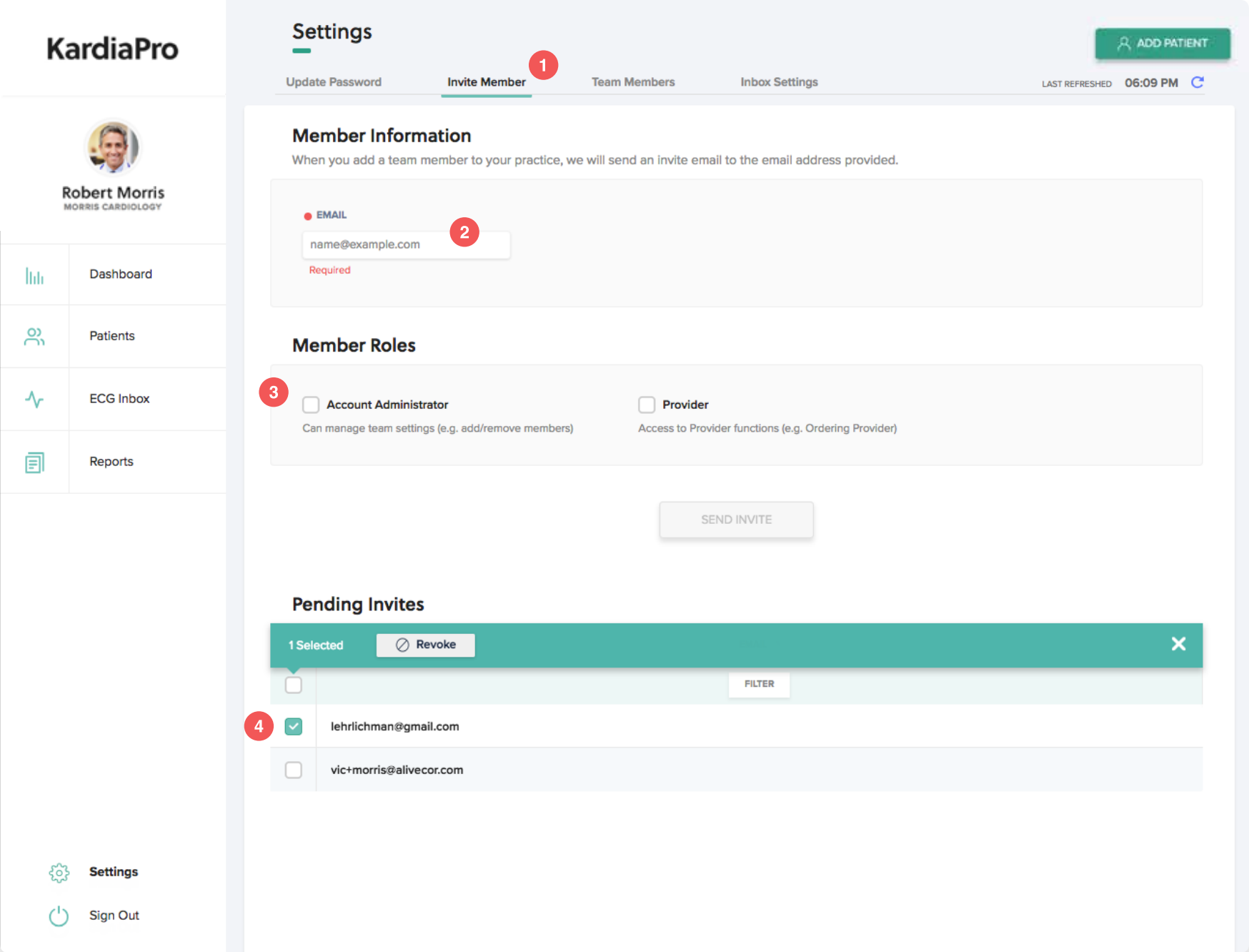
User Settings, continued

ACCOUNT ADMINISTRATOR: MEMBER INFORMATION

1. "Team Members" tab of Settings.

2. Search by name or email by selecting "Filter."

3. Quickly filter or sort list by Administrators and Providers.

4. You can open any team member information by selecting any row. (see next page for details)

User Settings, continued

ACCOUNT ADMINISTRATOR: MEMBER INFORMATION

1. Edit name and email address.

2. Modify Member Roles.

3. Designate Unread ECG Reminders Email notifications.

4. Edit "Frequency of Reminders" to Daily, Weekly or Never.

5. Receive reminders for ECGs in the Practice Inbox or the Personal Inbox.

6. Select "Save."
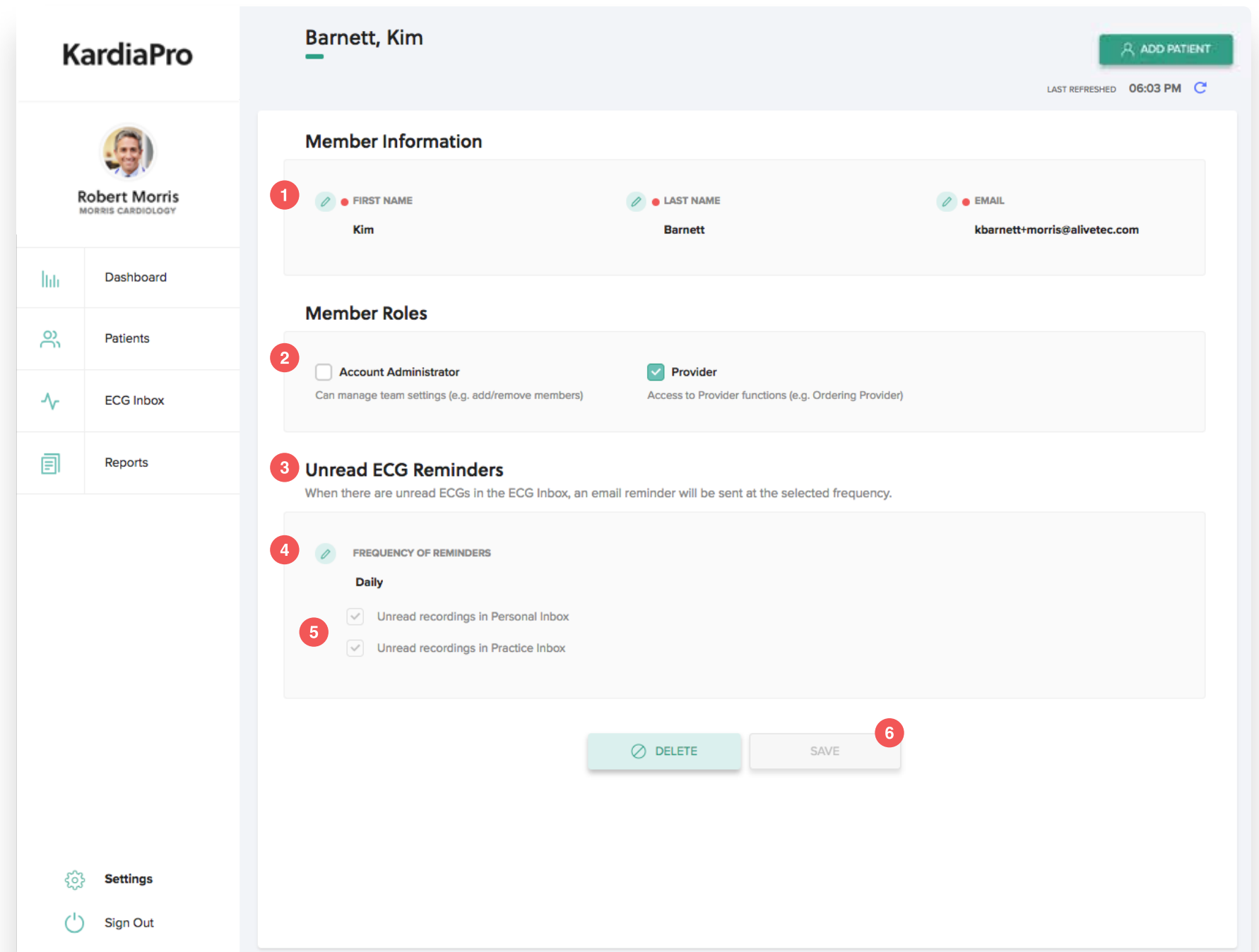
User Settings, continued

ACCOUNT ADMINISTRATOR: INBOX SETTINGS

1. "Inbox Settings" tab of Settings.

2. Select the practice level default for which recordings to flag: All non-normal recordings, All Recordings, No Recordings or Custom.

3. Select "Save."

NOTE: The inbox settings tab sets the default that will appear when a user is adding a new patient. However you can always modify the "default inbox settings" for each patient upon patient enrollment or within the overview tab of the patient file.