

# STEP Customers - Instructions



## Simple Tag Exchange

At the STEP program initiation, McRoberts will provide you with a tag exchange kit (including a tag exchange box and a return shipping label). You will use the tag exchange kit to exchange tags with McRoberts.

Each tag will arrive in its own foil pouch. The tag exchange kit includes a metal tag storage box to hold the foil pouches in a metal tag storage box. The tag exchange kit can accommodate up to 100 tags. The McRoberts Storage Box can accommodate up to 100 tags.

Each time a tag is removed from a patient's care, you will need to exchange it for a new tag. On a weekly basis, send the used-tag box to McRoberts. Put the return shipping label on the tag box inside a shipping box. Put the return shipping label on the tag box inside a shipping box.

Ship the box to:

McRoberts Technologies  
STEP Fulfillment  
Suite 111  
409 Joyce Kilmer Avenue

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