

# UNIVERSITY OF WASHINGTON MEDICAL CENTER

## Stentofon Guide

2009

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**The Stentofon system is an in-house intercom that allows hands-free communications over two-way speakers contained in desk or wall mounted telephones. The user can dial a three-digit code to reach an individual extension or a three digit group call code to communicate with a group of extensions simultaneously. NOTE: The group call and individual code listings are updated and maintained by the individual departments.**

**CALLING A STENTOFON:** Press the digit keys to dial the 3-digit individual station code. A “number selection” tone is heard upon dialing the first digit. When dialing is completed a different “calling tone” is heard and red lamps will light at each station to indicate an established connection.

In most cases, the parties may converse in handsfree mode after the connection is established. In noisy environments, however, the user may need to place the station in “one-way” mode by pressing the “M-key” to talk and releasing the key to listen. To cancel “one-way” mode and return to “two-way” mode, lightly touch the “M-key”.

To end the conversation, press the “C-key” to cancel.

**STENTOFON GROUP CALLS:** The procedure for making a group call is the same as for making individual calls with the following additional considerations:

1. A group call should be cancelled immediately after the message is delivered by pressing the “C-key”. This will free the channel for other users.
2. Group calls should be kept as brief as possible because there is only one group call channel in the system.
3. A group call will override and interrupt any individual stations programmed into the group.
4. Use the group call function only if a call to an individual station will not suffice.

**PRIVACY FUNCTION:** You can block your station from receiving incoming conversations by switching the “open/private” switch to “private”. If a station that has been placed in the private mode is dialed, both parties will hear a ringing tone. The calling party will know that the other party does not wish to be disturbed. To answer a station placed in the private mode, lightly press the “M-key” and the speaker will be active for conversation.

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**CARDIAC CARE UNIT**

5 East .....	851
ICU Group Call .....	850

**INTENSIVE CARE UNIT**

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ICU Group Call .....	850

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***Administrative Staff***

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Marianne Goldin (RR-215) .....	180
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Norm Beauchamp (RR-220).....	133
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