



Columbia Regional Program

Autism Services - Orthopedic Services -
Deaf/Hard of Hearing Services - Vision Services

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Guidelines for AT/AC Equipment Care

Security: Please do not leave computers or devices in front of windows or leave in a vehicle.

Storage: Store Laptops or AC devices in a case, if one has been provided. Laptops and AC devices should not be kept in extreme temperatures.

Charging Laptops and AC Devices: Laptops and AC devices require specific power supplies. Please use the provided power supply. The batteries can be charged at anytime. Laptops and devices charge faster when they are turned off.

Plugging/Unplugging Peripherals and Power Supply: Power supplies and USB devices (rectangular plug) can be plugged in at any time. Occasionally, a restart is required for the USB peripheral to work properly.

Use of Surge Protector: Use a surge protector at ALL times to ensure that an electrical surge does not damage the device. Many older homes are not grounded and often, there are electrical surges of which we are not unaware.

Installing/Uninstalling Software: Contact your CROS consultant PRIOR to installing or uninstalling.

AC Programming: If programming/customization of AC devices for home use is needed, appropriate steps as outlined by the CROS consultant must be followed.

Care and Maintenance: Please keep food and drinks away from the laptop or AC device.

Virus Protection: Computer viruses can be transferred by sharing disks/memory cards and by using the internet. Virus protection software has been installed; please ensure it is enabled.

Appropriate Device Use: CROS AC devices should be used to practice and carry over communication skills beyond the school setting. Computers should be used to continue school programs while at home. Internet access should be limited to appropriate sites related to education.

Failure to follow the above guidelines may result in discontinuation of the home use privilege.

If you have questions or concerns regarding the above policies and procedures please contact:

CROS Consultant

Phone Number

School Contact

Phone Number