





LED indications will operate for (5) seconds each time the AFCI is turned "ON" and will display each time the breaker is reset up to (30) days after the last trip.

LED Indicators	Last Known Trip Condition	
OFF	OFF	Overcurrent
ON	OFF	Arc Fault or PTT Passed
ON	ON	Arc Fault to Ground

The last known trip condition can be cleared by the following procedure:

1. Turn the AFCI to the "OFF" position.
2. Press and hold the PTT button.
3. Turn the AFCI to the "ON" position.
4. Release the PTT button within (5) seconds.

combination
Troubleshooting Checklist
www.usa.siemens.com/aic
1-800-241-4453

SIEMENS

A/C			Kitchen
A/C			Sw. App.
Bath			Bedrooms
GFI			Lights &
Bath Light			Outlets
Hall Light			Kitchen Lights
Smoke Detectors			Kitchen
			Sw. App.
			Living Rm.
			Lights &
			Outlets
			RANGE HOOD
			RANGE
			Range

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CORTEX
PROPERTY MANAGEMENT

Dear Tenants,

We're writing to update you on how to report maintenance requests to us. To ensure timely and effective resolution of any maintenance issues that occur in your home, we now offer several options for reporting requests 24/7!

Before submitting a request, please remember the following:

- You are responsible for basic home maintenance like bulb, battery, and filter replacements, simple wear-and-tear, simple drain clogs, etc. Refer to your lease for details.
- Please attempt basic troubleshooting before reaching out to us. Many helpful guides are online.

Once you're ready to submit a request, choose one of the three reporting options described below.

- Online: Request help with routine issues online through the tenant portal. Visit cortexpm.apollo.com/connect to log in to your portal and submit a new maintenance request. Describe thoroughly what the problem is, what you've already done to mitigate the problem, and include pictures when possible.
- Text: Text our 24/7 maintenance line at (651) 858-2838 to quickly alert us to issues, including emergencies.
- Over the Phone: If you'd prefer to speak with a live agent, call our 24/7 maintenance line (same number as above) and follow the prompts to connect with a representative. From there, we'll connect you with the first available agent.

Moving forward, maintenance requests will only be reviewed if they are submitted through one of the three methods described above, so be sure to update your contacts with the new maintenance number and bookmark the tenant portal site on your web browser.

Thank you!
Cortex Property Management