

Mackworth

Transfer Aid (TA180)



User Manual

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Symbols in use Index



Warning – Consult instructions for use



Manufacturer



Please observe local laws on recycling



Two-person lift may be required



Refer to user manual



Date of manufacture



Serial number



CAUTION: DO NOT ATTEMPT TO USE THIS EQUIPMENT WITHOUT FIRST UNDERSTANDING THE CONTENTS OF THIS MANUAL.

1. Introduction

Before using this equipment, and to ensure the safe operation of your transfer aid, carefully read this entire manual, especially the section on “Cautions”. The transfer aid can easily be operated by one person.

The transfer aid is designed to be used in conjunction with Prism Medical UK accessories manufacturer’s accessories can be used following a risk assessment.

Please refer to any user guides supplied with these components and refer to them while reviewing this manual.

Should any questions arise from reviewing this manual contact your local authorised Prism Medical UK Representative.

Failure to comply with warnings in this manual may result in injury to either the operator, or the individual being raised/transferred. Damage to the transfer aid and/or related components may also occur. Be sure that the contents of this manual are completely understood prior to using this device. Store this manual with the documents included with the transfer aid and sling(s). Contents of this manual are subject to change without prior written notice.

2. Contraindications

There are no known “contraindications” associated with the usage of the transfer aid and its accessories, provided they are used as per the manufacturer’s recommendations and guidelines.

However, it is recommended that a client specific assessment is completed by a trained and knowledgeable health care professional to determine the method of transfer.

Prism Medical UK does not recommend a required number of caregivers for the use of our products. This information and recommendation can only be provided after a thorough personalized, case specific assessment, as there are many factors that can influence these decisions.

This assistance can be provided in the form of; a nearby qualified caregiver, a phone, a communication device etc.

3. Intended use / Overview of the TA180 Stand Aid

The transfer aid is a mechanical mobile aid used by health care professionals to transfer clients. The device makes it possible to move mobility impaired individuals with minimal strain or risk to the caregiver, while providing complete safety, dignity and comfort for the client.

The transfer aid has the ability to hold an individual up whilst being transferred from one location to another – the patient will need to have the ability to hold the aid whilst it is in motion.

The device is used under instruction and the operation of the aid is undertaken by an attending carer

Please familiarise yourself with the components of the stand aid by referring to the diagram on the next page.

Model table for the Transfer Aid	
Product code	Product description
TA180 *	TA180 Transfer Aid (180kg SWL)

* The numerical number in the product code relates to the SWL limits.

4. How to use the transfer aid

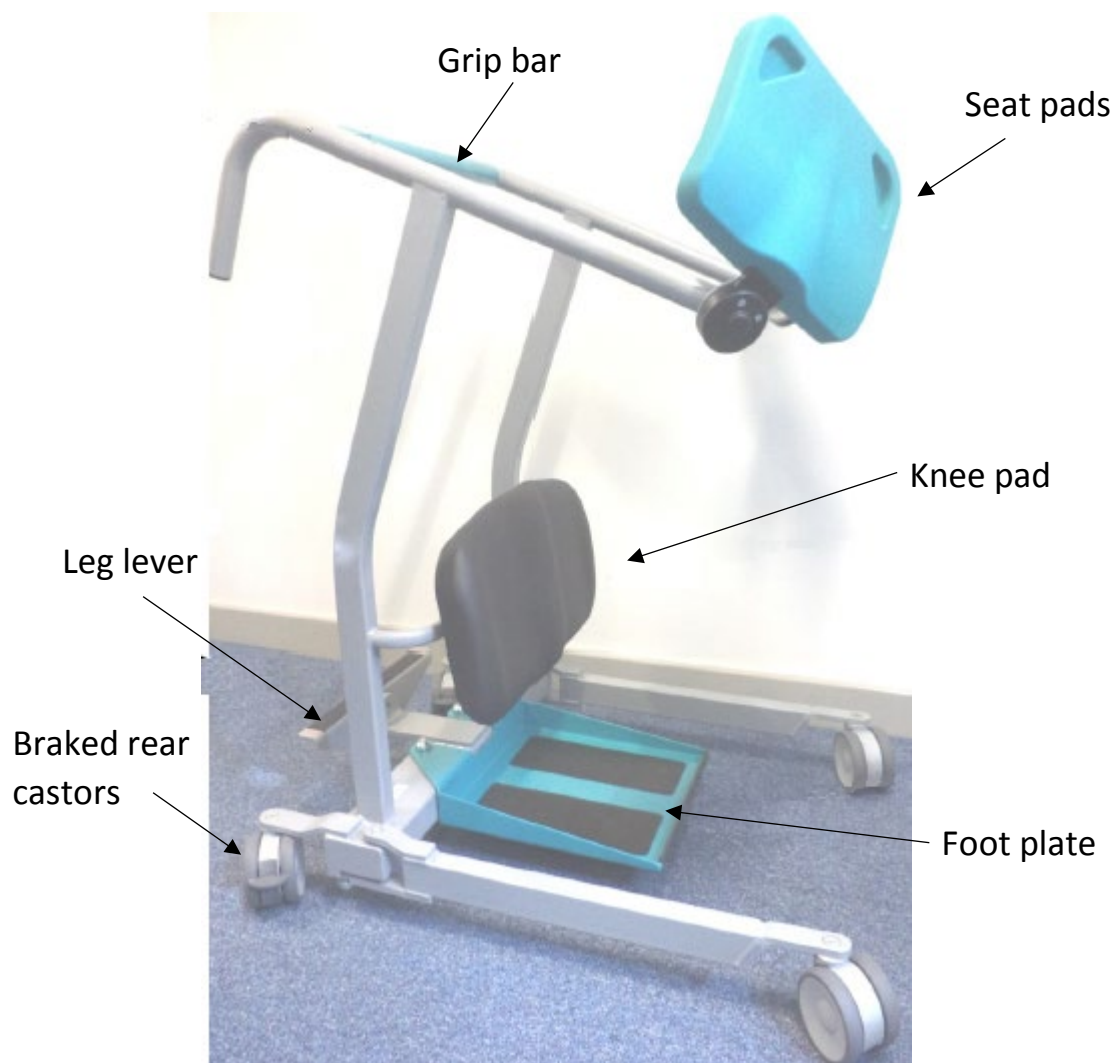
The transfer aid will be delivered already installed ready for use



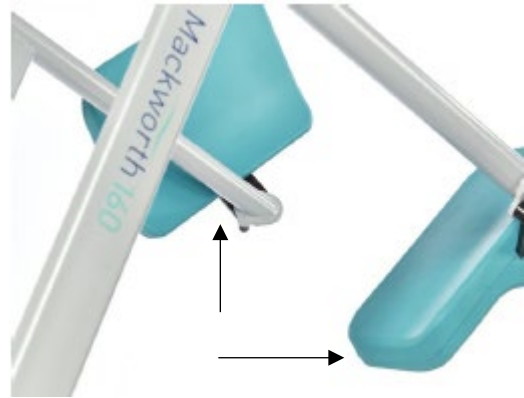
SAFETY NOTE: The aid may be heavy for users and will need to be lifted with care, please operate the device with the use of the castors wherever possible to prevent any injury.

Before use, you should familiarise yourself with use of the transfer aid, the procedure for opening / closing the leg sections and the positioning of clients when opening or closing the seat pads.

Appropriate training in lifting and handling procedures should be undergone by any person operating a Transfer aid, for their own and the client's safety and comfort. These instructions are designed to cover the method of using the transfer aid.



The seat pads can swivel as shown in the photograph opposite. This allows the transfer aid to get as close as possible to the client. Position the transfer aid and apply the rear castor brakes, so the client can step onto the foot plate.



Ensure that the client has hold of the grip bar, before rotating the seat pads back to the operating position.

Once the seat pads are back in their position, the client can be able to position their posterior onto the seat pads. Once the client is comfortable the carer can release the brakes on the rear castors.

The transfer aid is now ready to move the client / patient to their desired area.

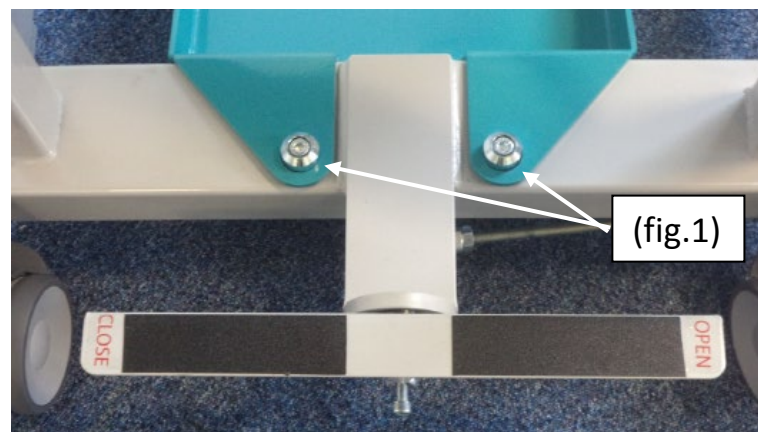


4.1. To Alter the Leg Width

The legs on the base unit of the Transfer Aid are operated by adjusting the leg lever pedal, as shown in the photo below. To open the legs, press on “open” to close the legs, press on “close”. Transfer Aid manoeuvres can be completed with the legs in any position

4.2 Foot Plate Positioning

The foot plate is fitted onto the base by locating it onto the 2 location pegs either side of the central leg lever bracket, as shown in (fig.1)



5.0 Safety Precautions



Please read and follow the safety precautions listed below. The operation and use of the TA180 Transfer Aid is straightforward. These basic safety precautions will help make moving operations easy and trouble free.

- **ALWAYS** conduct a risk assessment to plan your moving / transfer operations before commencing.
- **ALWAYS** carry out the DAILY CHECK LIST (next section) before using the Transfer Aid.
- **ALWAYS** read this manual and familiarise yourself with the operating control and safety features of the Transfer Aid before lifting a patient.
- **ALWAYS** check that the weight of the patient is within safe working load of the Transfer Aid.
- **ALWAYS** push the Transfer Aid by the handles.
- **ALWAYS** apply the brakes when parking a Transfer Aid.

- **NEVER** push a loaded Transfer Aid at speeds which exceed a slow walking pace.
- **NEVER** push the Transfer Aid over uneven or rough ground, particularly if loaded.
- **NEVER** attempt to push or pull a loaded Transfer Aid over a floor obstruction which the castors are unable to ride over easily.
- **NEVER** bump the Transfer Aid down steps, loaded or unloaded, this will damage the castors.
- **NEVER** attempt to negotiate a loaded Transfer Aid on a slope.
- **NEVER** exceed the max load of the transfer aid.

YOUR Transfer Aid is for patient transfer. **DO NOT** use it, or allow it to be used for any other purpose.

6.0 Daily Checks

1. Check that the castors move freely
2. Check that the braked castors operate correctly
3. Check that the seat pads move freely and are not loose

7.0 Recommended Cleaning Instruction

General cleaning

The exterior of the TA180 can be cleaned using a damp soapy cloth for general cleaning duties. **Please ensure the cloth is damp and not wet.** Ensure the exterior of the device is dry after cleaning, dry using a clean dry cloth.



Care should always be taken when cleaning around electrical components

Disinfecting (if necessary)

Should the TA180 require a more thorough clean, the use of the Actichlor disinfectant product, which is widely available in tablet form and used throughout the healthcare industry, is recommended for use to ensure a thorough clean.



- Please follow the manufacturers safety instruction for the use of the cleaning product before use to ensure safe use for the operator and the patient.
- Ensure the cloth is **damp** before the cleaning process. **DO NOT** use a wet cloth over electrical systems.
- Be careful not to let water ingress into the device as although the device is IP rated, it is not water tight.

Application is through a clean soaked (but damp) cloth applied to wipe the device down

Used in the following dilutions to ensure an effective clean:

- Actichlor dissolvable chlorine tablets provide a concentration of 1000 ppm of available chlorine (0.1%) per 1 tablet
- 1 tablet (1.7g formed tablet (x1)) will create a virucidal solution, diluted in 1 litre of water to provide effective means to clean a “Dirty” device. This is also ideal for use after an outbreak of the Norovirus / winter vomiting and can be used as a precaution against C.Diff. It is effective against viruses, bacteria, spores, yeasts and moulds.
- The contact time against the outer components of the device should be for 5 minutes to prevent any virucidal infections without a degradation to the functionality of the device. 5 minutes is a recommended contact time. The device can withstand a longer contact period but the 5 minute recommendation as a minimum must be followed to provide an effective cleaning regime.
- Blood spills should be dealt with by an increased concentration of the solution – please refer to the instructions on the manufacturers product labelling.

(recommended cleaning instruction...continued)

Concentration limits for differing cleans will be shown on the manufacturers Aichtochlor tablet container, however, this is reflected in the table below:

Dilution chart					
Product used as:	Device condition	Concentration (ppm)	Dilution qty *	Tablets per litre	Contact time
Bactericidal	Clean	200	5 litre	1	1 minute
	Dirty	1000	1 litre	1	5 minutes
Yeasticidal	Clean	200	5 litre	1	1 minute
	Dirty	1000	1 litre	1	5 minutes
Fungicidal	Clean	2000	1 litre	2	15 minutes
	Dirty	5000	1 litre	5	15 minutes
Mycobactericidal	Clean	1000	1 litre	1	15 minutes
	Dirty	5000	1 litre	5	15 minutes
Virucidal	Clean	500	2 litre	1	5 minutes
	Dirty	1000	1 litre	1	5 minutes
Sporcidal (C.Diff)	Clean	1000	1 litre	1	10 minutes
Sporicidal	Clean	5000	1 litre	5	10 minutes

* Dilution is made within water

- When diluted in water, one tablet gives 1000 ppm of available chlorine **DO NOT** dilute within any other medium
- The concentration of the solution depends upon whether the device being cleaned is noticeably dirty or not (indicated in the table by "Device Condition")

Safety precautions when using this cleaning agent

Handling and Storage:

Advice on Safe Handling



Avoid contact with skin and eyes. Do not breathe dust / fumes / gas / mist / vapours / spray. Use only with adequate ventilation Wash hands thoroughly after handling. Mixing this product with acid or ammonia releases chlorine gas

Hygiene Measures

Handle in accordance with good industrial hygiene and safety practice. Remove and wash contaminated clothing before re-use. Wash face, hands and any exposed skin thoroughly after handling.

(recommended cleaning instruction...continued)

Conditions for safe storage, including and incompatibilities



- Keep out of reach of children
- Keep container tightly closed
- Store in suitable labelled containers
- Storage temperature: 0°C to 25°C

Individual protective measures:

- Hand protection: Gloves

Dissolve

Dissolve in cold water – With no agitation, 1 tablet will take approx. 10 minutes to fully dissolve in the water used.

The information above has been extracted from the Actichlor MSDS (Manufacturers Safety Data Sheet). For a full review of the data please follow the link below:

<http://www.nhsggc.org.uk/media/236215/msds-actichlor-plus.pdf>

Any work performed on the Transfer aid must be in accordance with the specifications detailed in the test requirements of BS 10535:2006.

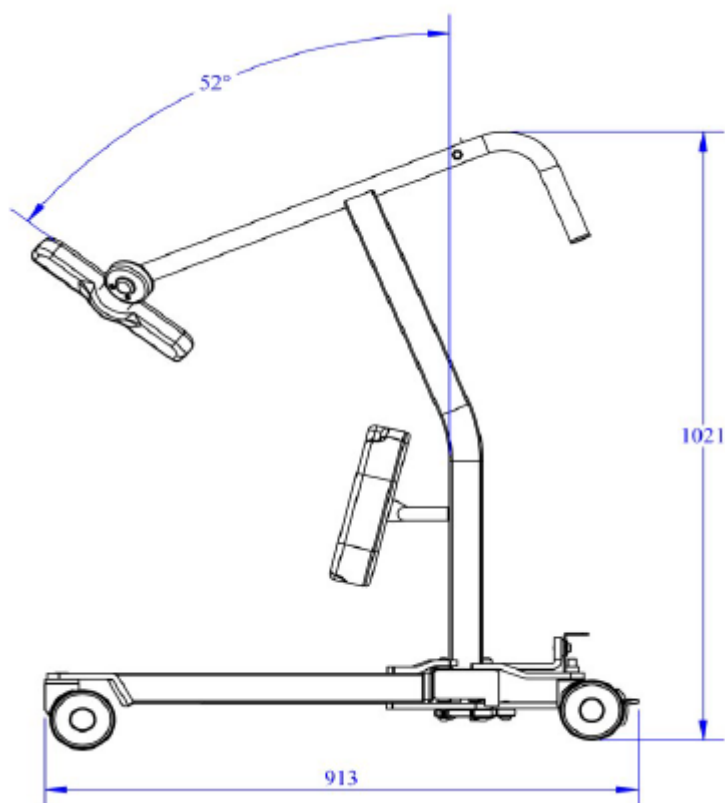
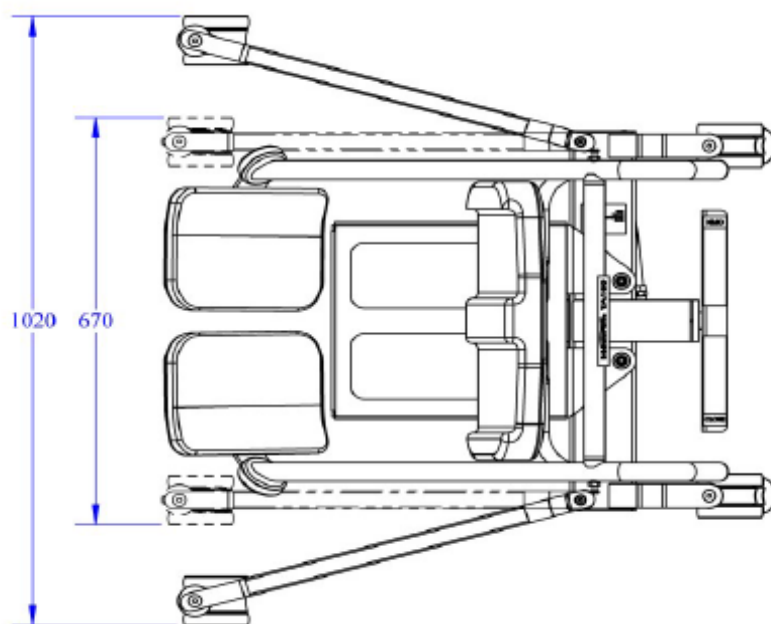
The transfer aid needs to be checked on a regular basis and you should also consider testing / servicing in accordance with the “LOLER REGULATIONS” (Lifting Operations and Lifting Equipment Regulations 1998).



If disposal of the device is required, please observe the local guidelines for recycling

8.0 Technical Specification

8.1 Dimensions and weights



8.2 Model specification

Model Specification	TA180
Maximum weight capacity	180kgs
Lifting range	Up to 180kgs
Transfer aid foot print (L x W)	1500mm x 650mm
Turning radius	1125mm
Legs open – External width	910mm
Legs open – Internal width	910mm
Legs closed – External width	665mm
Legs closed – Internal width	515mm
Overall height of legs (top of legs to floor)	113mm
Ground clearance (underside of leg to floor)	64mm
Front twin castors (diameter)	100mm
Rear twin castors (diameter)	100mm
Weight – Transfer Aid (complete)	37 kgs

8.3 Maximum Load (Safe Working Load - SWL)

The maximum load is clearly marked on the label of the device.

9.0 Standards Applied

The standards that have been applied to the device are as follows:

- BS EN ISO 10535
Equipment for the transfer of disabled persons. Requirements and test methods

10. Safety check list

The following checks are those recommended by the manufacturer and are supplementary to requirements that may be applicable for current Lifting and Handling and other health and Safety regulations such as The Lifting Operations and Lifting Equipment Regulations 1998 which may have additional requirements to those set out below

10.1 Daily Check List:

The following checks should be carried out daily before using the Stand Aid:

- Make sure the Transfer Aid moves freely on its castors
- Examine the seat pads to ensure they are free from any damage and they are not loose
- Make sure that leg opening and closing is functioning correctly
- Examine the Transfer Aid to ensure the device has not been damaged through use or storage.
- Ensure the kneepad is secure and is free from damage through use or storage
- Please ensure the transfer “route” has been established before operation to ensure any obstacles or slopes / inclines have been identified or / and removed before use.

10.2 Warning Notes



Your Transfer Aid has been manufactured and tested to exceed BS EN 10535:2006. This does not mean that it can be used without care. ALL OPERATORS should have read the operating instructions and appreciate this warning section.

- I. ALL TRANSFER AIDS are less stable on sloping surfaces. A 5-degree slope is the maximum permitted and then only with great care.
- II. ALL TRANSFER AIDS are dangerous to the person being transferred when used recklessly or pushed at speed.

The policy of Prism Medical UK is one of continual improvement and we reserve the right to modify designs without notice.

11. Fault Finding / Maintenance

If the Transfer Aid will not operate:

- Movement is compromised by excessive force required to move the aid – check the castors are not fouled with debris that would restrict its movement (clean out, test and return to service)
- Movement is restricted by a damaged footplate that is catching on the floor level. Remove and place out of service – contact your nearest agent for a replacement footplate

If the above checks prove unsuccessful, contact the service department of your nearest approved agent

11.1 Service / Maintenance

Any works performed on the TA180 must be in accordance with the specifications detailed in the test requirements of BS 10535:2006. You should also consider if the device requires servicing in accordance with “LOLER REGULATIONS” (Lifting Operations and Lifting Equipment Regulations 1998).

12. Test certificate and Guarantee

<p>TA180 Transfer Aid</p> <p><u>TEST CERTIFICATE</u></p> <p>Model: TA180</p> <p>Safe Working Load: 180Kgs</p> <p>Serial No:</p> <p>Date of Test:</p> <p>This Test Certificate confirms that the above numbered Stand Aid has been fully tested in accordance with the tests specified in:</p> <ul style="list-style-type: none">• BS EN 10535 and has conformed fully therewith. <p>Signature of Tester</p>
--

This guarantee does not affect or in any way limit your Statutory Rights

1. Prism Medical UK guarantees the TA180, supplied as new, against failure within the period of twelve months from the date of purchase by virtue of defects in material or workmanship.
2. The liability of Prism Medical UK under terms of this guarantee shall be limited to the replacement or the defective part(s) to the sales distributor, dealer, agent, person or entity which purchased the equipment from Prism Medical UK. In no event shall Prism Medical UK incur liability for any consequential or unforeseeable losses.
3. This equipment guarantee shall be void if the equipment is not serviced by Prism Medical UK or its authorised agents, in accordance with manufacturers recommendations, or if any unauthorised persons carry out work on the equipment.
4. This guarantee does not apply to failure attributable to normal wear and tear, damage by natural forces, user neglect or misuse or to deliberate destruction.

13. Service record history

13.1 Initial Information

Complete the following section on Purchase and Service Information as soon as this equipment is purchased.

- Use the service record history to record to any completed service and repairs.
- Ensure that the service record is signed and dated each time it is used.
- Be sure to have this piece of equipment serviced on a regular basis as described in the General Inspection and Maintenance Section.
- Be sure to have this piece of equipment serviced on a regular basis (6 monthly where LOLER applies).

Purchase Information

Product name: Transfer Aid

Model: TA180

Date of purchase: **Serial No.:**

Purchased from:

Address:

City: **Postal code:**

Telephone number:

Comments:

Contact the following company for service

Company:

Address:

City: **Postal code:**

Telephone number:

Comments:

13.2 Service Record History

Complete this section after each service, repair inspection and/or maintenance.

* Photocopy additional pages as required*

Date: _____		Time: _____	
Service Type: <input type="checkbox"/> Periodic inspection <input type="checkbox"/> Monthly inspection <input type="checkbox"/> 6-month inspection <input type="checkbox"/> Repair <input type="checkbox"/> Yearly inspection <input type="checkbox"/> Other			
Completed by: (signature)	
Company:			
Remarks & Action Taken:			
Device left in a safe usable condition: YES. <input type="checkbox"/> NO <input type="checkbox"/> (if "NO" explain in remarks the action taken)			

Date: _____		Time: _____	
Service Type: <input type="checkbox"/> Periodic inspection <input type="checkbox"/> Monthly inspection <input type="checkbox"/> 6-month inspection <input type="checkbox"/> Repair <input type="checkbox"/> Yearly inspection <input type="checkbox"/> Other			
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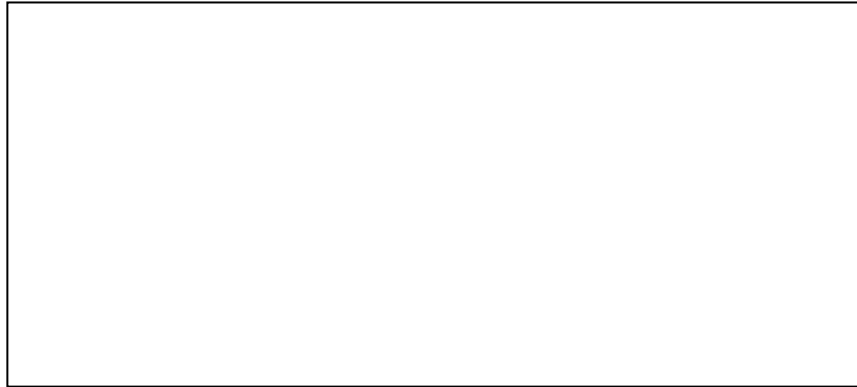
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User notes:

Mackworth



Disclaimer

While every effort has been made to ensure the accuracy of information contained in this user manual, no liability can be accepted for any errors or omissions. The manufacturer operates a policy of continuous improvement where specifications and other data are subject to change without notice.



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