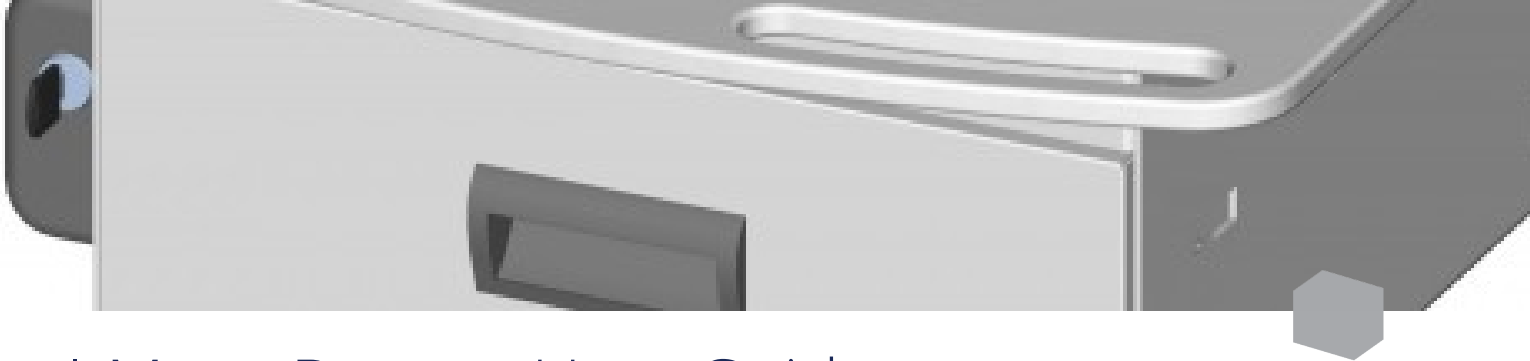


## I-Move Drawer User Guide



# I-Move Drawer User Guide

Thank you for placing your confidence in our Rounds Trolleys. They have been engineered from quality materials and hand-made with care to fulfil the requirements of the healthcare industry. Your trolley will give years of trouble-free service if used and cared for in accordance with our directions.

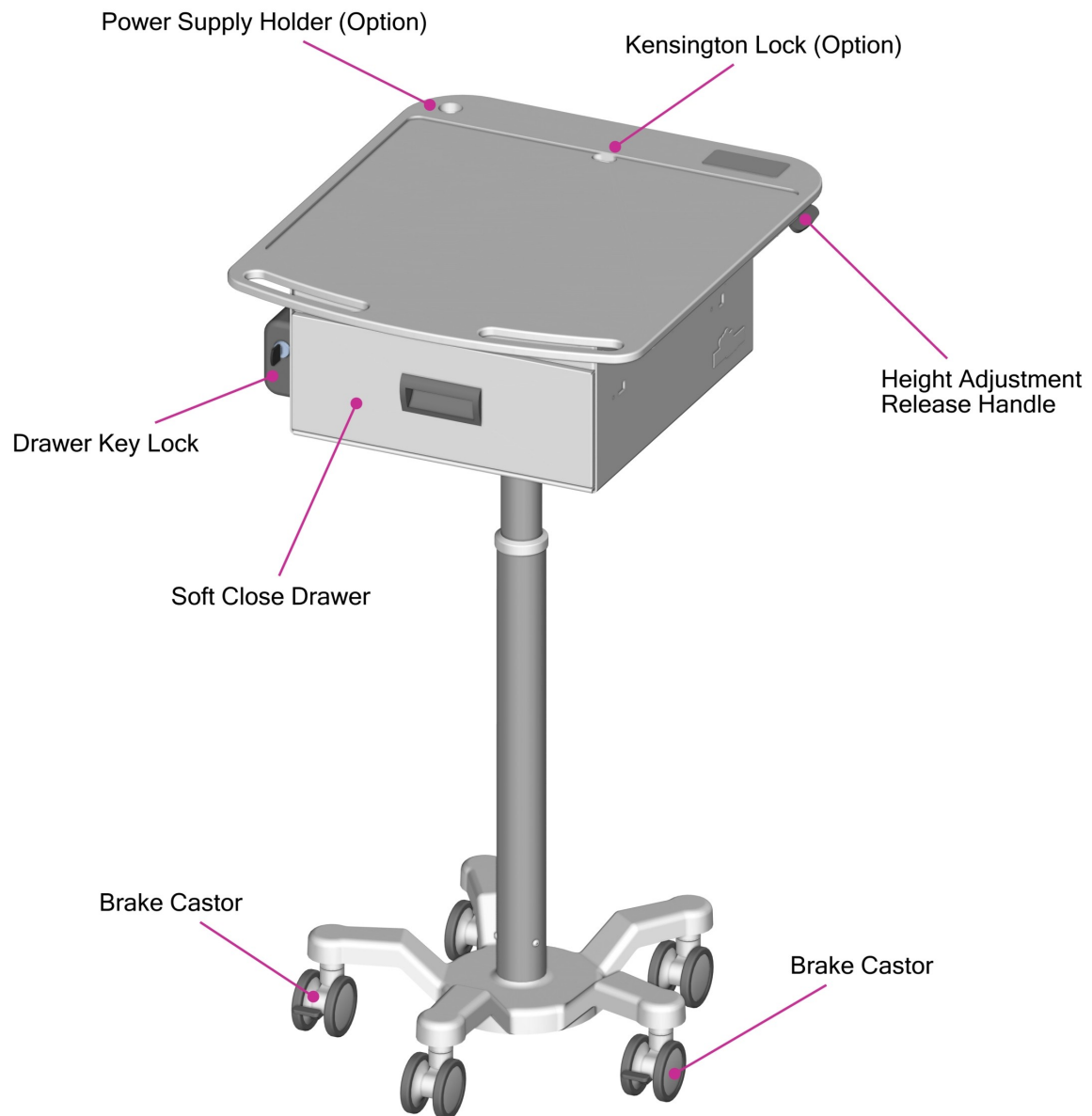
This trolley is a re-usable, mobile device for use in a healthcare environment that allows working height adjustment and daily nursing equipment to be transported for the purpose of care, nursing, examination and/or treatment within the environment. A range of models, designs, features and accessories are available for this customisable device.

These instructions for use are for a non-powered (hydraulic) trolley. This trolley contains metal and hydraulic powered components. Associated electrical interference potential and/or magnetic safety issues may merit special consideration in your healthcare environment.

Before using your [I-Move Drawer Rounds Trolley](#) please take the time to read our user guide carefully and familiarise yourself with the controls and operation of the unit.

**IT IS IMPORTANT TO ASSESS THAT THIS EQUIPMENT IS SUITABLE FOR YOUR CLINICAL NEEDS.**

# Product Overview



**Overall Size:** 550 x 645mm

**Height Range:** 930 to 1230mm

**SWL:** 10kg

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# Product Warnings & Safe Operation

## Patient/Staff Safety

- Patients, especially children must not be left unattended on or with a trolley at any time.
- Care must be taken in the operation of all moving parts and accessories to minimise risk of injury to staff or patients.
- Trolley top must be in the optimum position for each carer.
- Maximum static load capacity on the trolley is 10kg and must not be exceeded.
- Any weight must be distributed as evenly as possible on trolley top.
- Do not overload the storage compartment.
- Clips, locks or retainers are supplied by the manufacturer for patient / staff safety and must not be removed.
- Only apply brakes when the trolley is stationary.

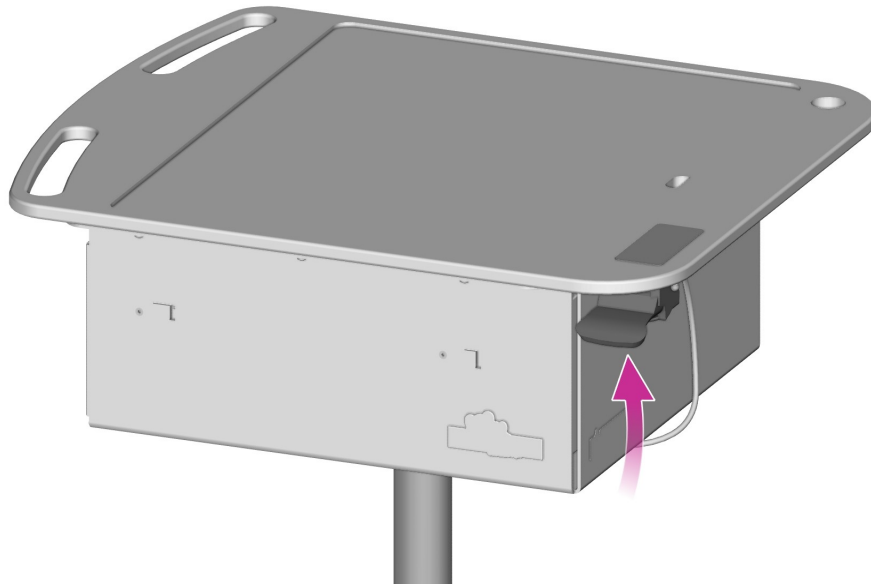
## General Use

- Trolley must never be left on sloping surfaces unattended, even with brakes fully engaged.
- Only wheel on smooth, level flooring. Traversing side on, across slopes is to be avoided under any circumstances.
- On wet or slippery flooring do not lean or apply unnecessary force against trolley, as it may slide; even with brakes fully applied.
- Always use both hands when moving the trolley.
- Always move the trolley at the lowest practical height.
- Never PUSH the trolley over floor obstructions.
- Always PULL carefully over floor obstructions.
- Do not run or move quickly with the trolley.
- Do not lean or sit on the trolley top.
- Periodic maintenance must be done in accordance with the user guide to ensure the safest product at all times and meet warranty requirements.

## **YOUR OWN AND YOUR PATIENT SAFETY REQUIRES THAT YOU ALWAYS CHECK THE TROLLEY FUNCTION BEFORE USE.**

- Are the castor's free moving and firmly attached?
- Does the height adjustment and any movable parts operate correctly?
- Are the visible surfaces free from damage, soiling and undue wear?
- Is the full unit clean and hygienic?
- Is the design suitable for the patient and the anticipated healthcare environment?
- Is the trolley included in your institution's preventative maintenance plan?
- Does the trolley operate correctly, without undue vibration, noise and/or physical stresses? IF NOT, DO NOT USE.
- Isolate and quarantine the trolley with the suspected malfunction. Contact Modsel or an authorised agent for advice.

# Adjusting The Height



## To raise or lower the top

**Step 1.** Squeeze the lever upwards to release the column lock.

**Step 2.** While still squeezing the lever, grip the top firmly with both hands and raise or lower the top to your desired height.

- Do not allow the top to raise quickly.
- Always keep your back straight.
- Stand close and maintain control of the trolley.

**Step 3.** Release the lever to lock the top into the new position.

# Locking the Drawer



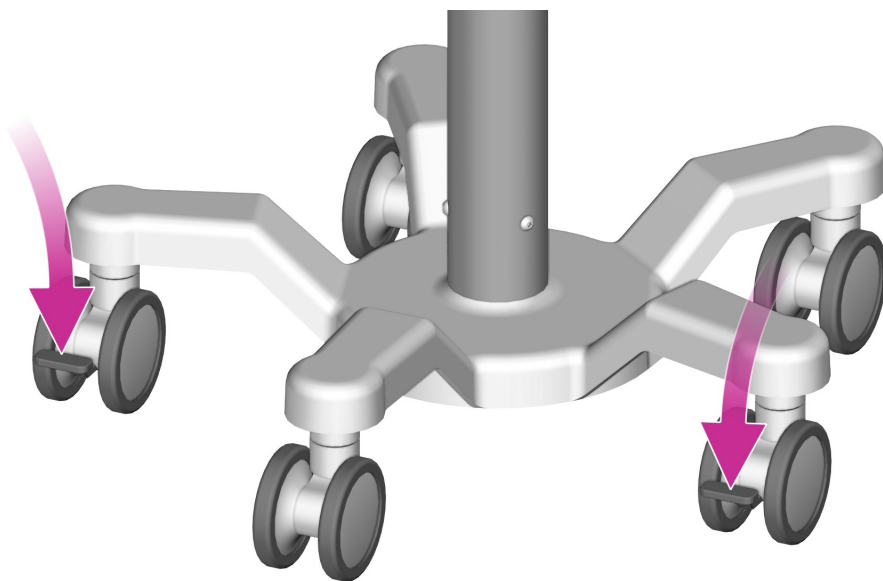
## To lock

- Insert the key and quarter turn anti-clockwise (key to vertical position). Always check the drawer is secured safely. Do not leave the key in the lock.

## To unlock

- Insert the key and quarter turn the lock clockwise (key to horizontal position) to release the drawer for opening.

# Using The Brakes



## To lock

- Press down the lock tabs on each of the two outer castors with your toe until the castor does not free wheel or move.

## To release

- Lift the lock tabs on any braked castors with your toe until the castor is fully released and moves freely.

# Cleaning

We continue to develop our products and use materials or coatings that will withstand the tough and aggressive chemicals used in present cleaning programs. Our ranges of Modsel Rounds Trolleys have been carefully designed with the ease of cleaning, safety and longevity in mind.

## **SURFACE CLEANING RECOMMENDED FOR ROUTINE CIRCUMSTANCES.**

- Do not hose, soak or submerge this trolley. Surface clean only.
- Disinfect using your institution approved procedure; ensuring the surfaces are decontaminated, free from residues and dry before use.
- Clean with alcohol based sanitisers or with appropriate water-based residues removal, or consider quaternary ammonium compounds\*
- Machine washing and autoclaving is not recommended.

\* Institution approved brands at manufacturer's recommended concentrations.

## **TO CLEAN and DISINFECT**

- CONSULT your facility contamination control plan.
- Consult care instructions for any accessories that have been supplied separately.
- Spot clean any visible soiling.
- Wipe over all surfaces with a suitable disinfectant, ensuring a suitable contact time.
- Rinse or remove residues as merited.
- Store indoors in a clean and dry environment, protected from contamination.

## **DO NOT**

- Use phenolic disinfectants, abrasive or aqueous cleaners, steel wool or non-proprietary cleaners containing solvents.
- Permanently remove any fixtures or fittings integral to the safe operation and use of the trolley.
- Allow fluid to contact electrical fittings, fixtures or connectors.

If you suspect significant contamination, consider fogging and/or UVC exposure in conjunction with advice from Modsel and your contamination control representative.

**DAMAGE CAUSED BY THESE PROCESSES ARE IDENTIFIABLE AND MAY VOID WARRANTY.**



# Troubleshooting & Maintenance

## The trolley doesn't wheel straight

- Check if any one castor is not free wheeling as easy as others – are any bound, worn out or damaged.
- Ensure any leg on the base frame has not been damaged.
- If not working, REPORT TO MANAGEMENT.

## The height adjustment doesn't work

- Is the release lever working, does it squeeze fully.
- Is the release cable fully actuating the column strut, does it need fine adjusting to create more tension.
- Is anything obstructing the column from moving.
- Is the gas strut working inside the column, or has it failed.
- If not working, REPORT TO MANAGEMENT.

Problems that could be encountered with mobile trolleys could involve wheel locks and/or brakes not functioning or engaging correctly, height adjustment or frame/structural components failing. Loss of functionality could cause the platform surface to tilt, spilling equipment onto the floor. Routine inspection of castors and other frame components can usually prevent these problems.

After each (12) twelve months of use, the trolley must be checked in accordance with our recommended Service Checklist.

[An approved \*\*MODSEL Service Checklist\*\* can be downloaded online from this link](#)

**TO ENSURE WARRANTY, PERIODIC MAINTENANCE RECORDS MUST BE RETAINED.**

### Malfunction

- Any failure of the trolley to operate correctly should be immediately investigated.
- Isolate and quarantine the trolley with the suspected malfunction.
- Contact MODSEL or authorised agent for advice.

### Disposal

- Contact MODSEL or your institution expert for advice on disposal of this device.
- DO NOT repurpose this device. MODSEL as the legal manufacturer of this medical device can advise if it can be reconditioned.

# 15 Year Warranty

## **We warrant in the event that:**

- Any fabricated structure failure is found within (15) fifteen years from the date of invoice due to faulty workmanship.
- A part or parts of plastic not covered by the above warranty, are found within (5) five years from the date of invoice to have a structural defect.
- Any externally supplied moving parts including springs, castors, hydraulic rams, struts, levers etc not covered by the above warranty, are subject to third party warranties or found within (1) one year from the date of invoice to have a structural defect.
- The purchaser, within (14) fourteen days of discovery of the defect or defects gives written notice to Modsel or their distributor or agent, and:

## **The defect or defects are not due to:**

- Cosmetic issues such as fading, crazing, discoloration.
- Lack of maintenance as per minimum requirements.
- Vandalism, negligence, abuse, accidents, improper installation or normal wear and tear.
- Products tampered with or altered, modified or repaired by anyone when not approved by Modsel.
- Conditions such as close proximity to salt, extreme hot or cold temperatures.
- Non-adherence to cleaning and care instructions.
- Permeation of fluid substances into foam.
- Incorrect usage of electric parts as per the operating directions.

## **Modsel will:**

At our option, repair or replace the part or parts found within our reasonable judgement to have been defective in workmanship or materials. Should your trolley ever require attention due to a failure as defined under the warranty above, please contact Modsel or your local distributor from whom your trolley was originally purchased.

# Manufacturing Records

Manufactured by **Modsel** Pty Ltd,

54 - 56 Industrial Ave, Maryborough, QLD, 4650, Australia.

Contact +61 1300 785 790

Product Serial Number;

Date of Manufacture;

