

STEDY™
Instructions for Use



CE

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Our policy is one of continuous development, and we therefore reserve the right to make technical alterations without notice. The content of this publication may not be copied either whole or in part without the consent of BHM Medical Inc.

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General

Thank you for purchasing the Stedy.

The Stedy is part of a series of quality products designed especially for hospitals, nursing homes and other health care uses.

We are dedicated to serving your needs and providing the best products available along with training that will bring your staff maximum benefits from every ArjoHuntleigh product.

Please contact your local ArjoHuntleigh representative if you have any questions about the operation or maintenance of your ArjoHuntleigh equipment.

The Operating, Product Care, and Maintenance Instructions are mandatory for the safe and effective handling of the Stedy, including the safety of the resident/patient and the caregiver.

Supplier information

This product is manufactured by:
BHM Medical Inc.
2001 Tanguay Street
Magog (Quebec)
Canada J1X 5Y5

Authorized European Representative

Huntleigh Healthcare Ltd.
310-312 Dallow Road
Luton, UK
LU1 1TD

Distributor information

A complete listing is available on the last page of this manual.

Service and support

A service routine has to be performed on the Stedy by ArjoHuntleigh trained personnel to ensure the safety and operation of your product. See *Preventive Maintenance Schedule*.

If you require further information, please contact your local ArjoHuntleigh representative, which can offer comprehensive support and service programs to maximize the long-term safety, reliability and value of the product. Contact your local ArjoHuntleigh representative for replacement parts.

The telephone numbers appear on the last page of this manual.

Definitions:

WARNING: Failure to understand and follow this instruction may result in injury to yourself and to others.

CAUTION: Failure to follow these instructions may cause damage to the product(s).

General

WARNING: Read before use.

Before using the Stedy, you must read and fully understand these Operating, Product Care and Maintenance Instructions. You must be trained on the Stedy and on any accessories, as well as its functions.

Intended use

Before using the Stedy for the first time ensure it has been securely and correctly assembled (if supplied disassembled).

The Stedy is manufactured to a very high standard and has been designed to quickly and easily transport or transfer patients or residents from one sitting position to another. It is not intended for long periods of sitting or transportation.

The Stedy may also be used as a supportive aid when elevating a patient for the purposes of changing wound dressing, changing incontinence pads or personal cleansing.

The Stedy is intended to be used only by patients who possess the ability to stand unaided or can stand with minimal assistance.

This product has been designed and manufactured to provide you with trouble free use, however, there are certain checks that will need to be carried out periodically. See care of the Stedy section.

The expected operational life of this product is five years. Infrequent use and proper storage could extend its expected life considerably.

After the initial five year period it remains the customers responsibility to have the Stedy re-validated by ArjoHuntleigh before further use.

Before using the Stedy, familiarize yourself with the various parts and thoroughly read and understand these Operating, Product Care and Maintenance Instructions.

All references to the patient in these instructions refer to the user or person being transported, and reference to the attendant refers to the caregiver or the person who operates the Stedy.

References to the left and right of the Stedy in these instructions are as viewed from the patients position.

The Stedy may be used to transport and support patients while showering, providing the patient has been clinically assessed for suitability for this particular function.

WARNING: Use only ArjoHuntleigh support straps that have been specifically designed for the Stedy.

WARNING: Do not overload the Stedy with a weight in excess of the approved transporting capacity of 120 kg (264 lb.).





CAUTION: The Stedy may be used on gentle slopes with caution.

WARNING: One person should not attempt to manually lift the Stedy, if it has to be lifted, care should be taken to avoid injuries.

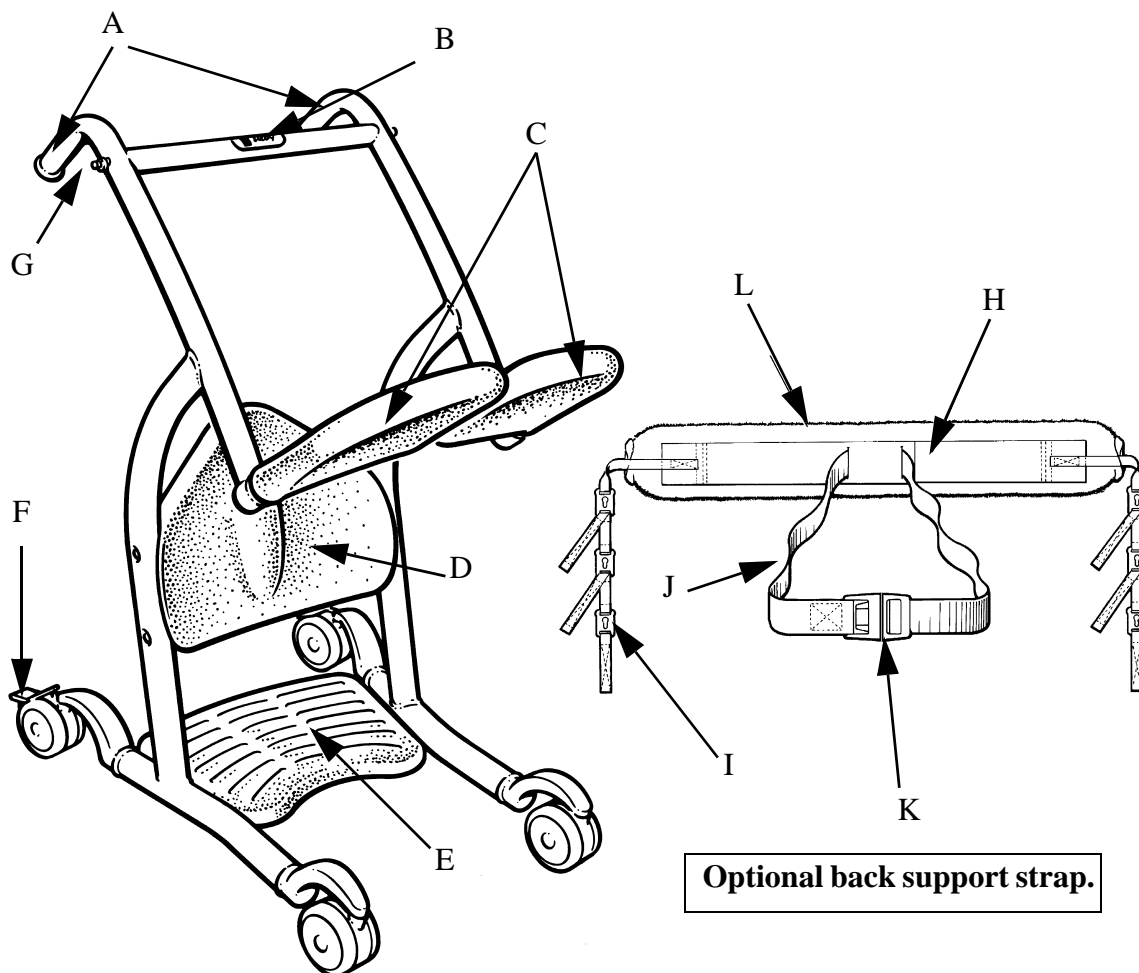
Some information contained in these instructions may become outdated, due to improvements made to this product in the future. If you have any questions regarding these instructions or the Stedy, please contact your local ArjoHuntleigh representative.

ArjoHuntleigh's policy is one of continuous development, and therefore reserves the right to change specifications without notice.

General

Symbol	Key to symbol		
<p style="text-align: center;">ISO 15223 3.15</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;">REF</div>	<p>This symbol is accompanied by the manufacturer's catalogue number.</p>		
	<p>This symbol is accompanied by the date of manufacture and by the address of the manufacturer.</p>		
	<p>This symbol refers users to the Operating, Product Care, and Maintenance Instructions.</p>		
	<p>This symbol indicates the products comply with all the applicable European Directives.</p>		
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;">SN</div>	<p>This symbol is accompanied by the manufacturer's serial number.</p>		
	<p>This symbol indicates “separate collection” for all batteries and accumulators as per the WEEE Directive.</p>		
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">EC</td> <td style="padding: 2px 10px;">REP</td> </tr> </table> </div>	EC	REP	<p>This symbol is accompanied by the name and by the address of the authorized representative in the European Community.</p>
EC	REP		

Part Designation



LEGEND

- | | |
|--|-----------------------------|
| A. Manoeuvring handles | I. Attachment clips |
| B. Cross bar | J. Waist strap |
| C. Pivot seat halves | K. Buckle |
| D. Padded kneepad | L. Fleece cover (if fitted) |
| E. Footboard | |
| F. Castor brake | |
| G. Support strap attachment lugs | |
| H. Back support strap (optional extra) | |

Safety Instructions

WARNING: Only manufacturer selected parts designed for the purpose shall be used for the Stedy in order to avoid injuries attributable to the use of inadequate parts.

WARNING: Unauthorized modifications or repairs on the Stedy will affect its safety and invalidate any warranty. The manufacturer will not accept responsibility for any accidents, incidents or lack of performance that occur as a result of any such unauthorized modification or repair.

General

- Carry out the recommended maintenance check points listed in the Preventive Maintenance Schedule section, before every use.
- Always use the maneuvering handles to move the Stedy.
- Do not attempt to push or pull a loaded lift over a floor obstruction which the castors are unable to ride over easily, including steps, door thresholds or moving side-walks.
- Do not push the lift at a speed which exceeds a slow walking pace (3 km/hour or 0.8 meter/second).
- An assessment of the suitability for transfer of a resident/patient who is connected to electrodes, catheters or other medical devices must be conducted by qualified personnel before performing a transfer.
- This mobile resident/patient lift must be used by a caregiver trained to these instructions and qualified to work with the resident/patient to be transferred and should never be used by residents/patients on their own.

Equipment warning labels

Inspect all precautionary labels on the equipment. Order and replace all labels that cannot be easily read.

Care of the Stedy

Care checkpoints

The Stedy has been designed with low user maintenance in mind although there are certain checks which should be carried out at specified intervals.

The periods at which some checks should be carried out will depend on how often the equipment is used. Unless otherwise stated, rely on experience to decide how often these checks should be performed.

How often the following actions are taken depends on how often the equipment is used.

Unless otherwise stated, it is a good idea to begin once a week and then rely on experience to decide how often it is necessary in the future.

- With regard to laundering, the back support strap should not be classified as linen, but as an accessory to a patient transfer system and therefore classified as a medical device. Straps should be cleaned and disinfected only in strict accordance with the manufacturer's instructions.
- Mechanical pressure should be avoided during the washing and drying procedure e.g. rolling or pressing, as these can damage parts vital to the safe and comfortable operation of the strap.
- It is recommended that ArjoHuntleigh Stedy equipment, accessories and straps are regularly cleaned. If the straps or equipment needs cleaning, or are suspected of being contaminated, follow the cleaning and/or disinfection procedures recommended below, before re-using the equipment. This is especially important when using the same equipment for another patient, to minimize the risk of cross infection.
- For cleaning your ArjoHuntleigh Stedy wipe down with a damp cloth using warm water to which a mild detergent has been added e.g. "ArjoHuntleigh CLEAN" - disinfectant/cleaner or equivalent.

Note: "ArjoHuntleigh CLEAN" - disinfectant cleaner is available from ArjoHuntleigh, or their approved representatives.

WARNING: If a hot air dryer is used to dry the Stedy, the temperature must not exceed 80°C (165°F).

- Do not use petroleum based solvents or similar, since this may damage plastic parts. For disinfection of contaminated equipment and accessories, use the preferred method of wiping the product completely with "hard surface disinfectant wipes" that are supplied impregnated with a 70% v/v solution of Isopropyl Alcohol.

Note: A rubbing action will be necessary when using the wipes to promote effective disinfection of the surfaces.

- **IMPORTANT:** Cleaning and disinfection products must be used in accordance with the manufacturer's instructions and suitable eye, hand and clothing protection must be worn at all times when handling disinfectants.
- Check that the ArjoHuntleigh Stedy can be propelled in a normal manner, making sure that the casters are quite free in their movement, as clogging by hair and fluff can occur, also check if the casters are damaged.
- Ensure that the casters are firmly secured to the chassis.
- Carefully inspect all plastic parts, in particular where there is personal contact with the patient's body, ensure that no cracks or sharp edges have developed which could injure the patient's skin or become unhygienic.
- It is essential that the support strap and attachment clips are carefully inspected. If the strap is frayed, or the clips damaged, the support strap should be withdrawn from use immediately and replaced.
- Check that all external fittings are secure and that all screws and nuts are tight.
- Ensure that all instruction labels are firmly attached and in good readable condition.
- A general visual inspection of all external parts should be carried out, and all functions should be tested for correct operation, to ensure that no adverse damage has occurred during use.
- If in any doubt about the correct functioning of the ArjoHuntleigh Stedy, withdraw it from use and rectify the fault or contact your local ArjoHuntleigh representative.
- The Stedy must not be left in an outside area where it will be exposed to extreme weather conditions, and should also be kept in conditions between 10°C (50°F) to 40°C (104°F).

Care of the Stedy

Servicing advice

Spare parts, if required are available from ArjoHuntleigh or their approved representatives.

Special tools are required for certain component replacement.

The simplest, safest and most effective way to maintain your product in good working order, is to have it methodically and professionally serviced at least annually by an ArjoHuntleigh approved engineer using ArjoHuntleigh approved spare parts.

For information on service and maintenance contracts, please contact your local ArjoHuntleigh representative.

Operating the Stedy

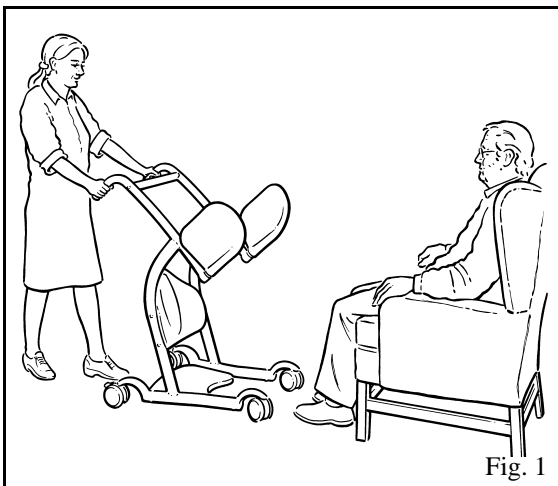
General

WARNING: Ensure there is sufficient space underneath and to the sides of the resident/patient's chair/bed etc. to achieve full entry with the Stedy.

If necessary, slightly offset the Stedy in relationship to the resident/patient. This is possible with a smaller resident/patient providing there is enough room for the resident/patient to have easy access to the Stedy.

Tell the resident/patient what you are going to do.

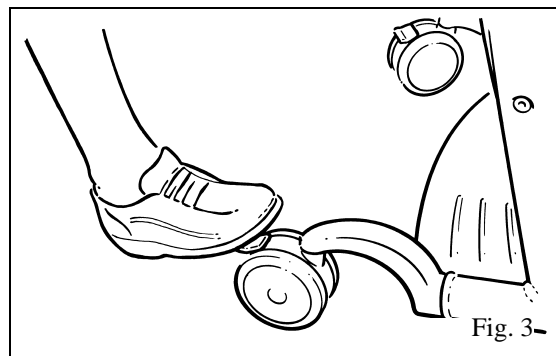
Pivot the two seat halves up and push the Stedy to approach the seated resident/patient from the front (see Fig. 1).



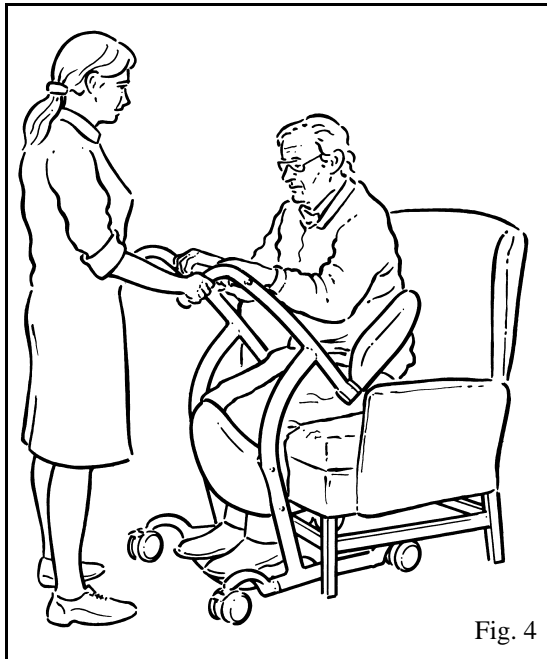
Carefully position the Stedy, close enough to the resident/patient to enable his/her feet to be placed on the footboard with his/her knees comfortably against the padded kneepad (see fig. 2).



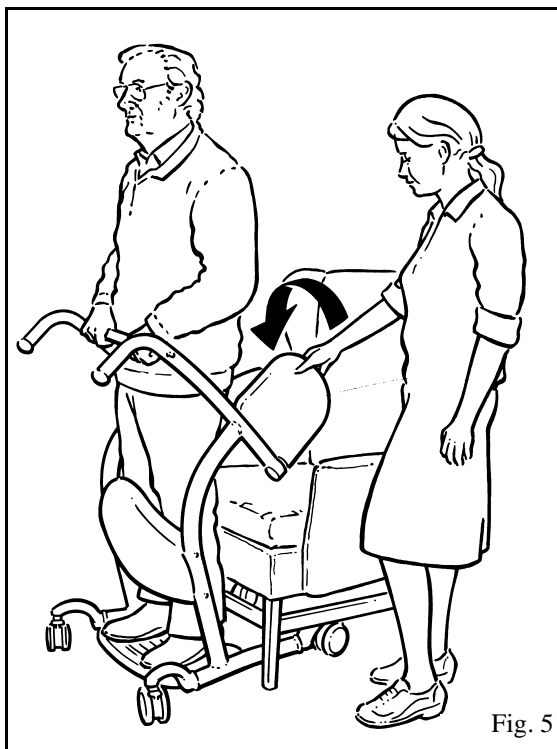
Apply the castor brakes (see fig. 3), and instruct the resident/patient to hold onto the crossbar. Encourage/help the resident/patient to achieve a standing position (see fig. 4).



Operating the Steady



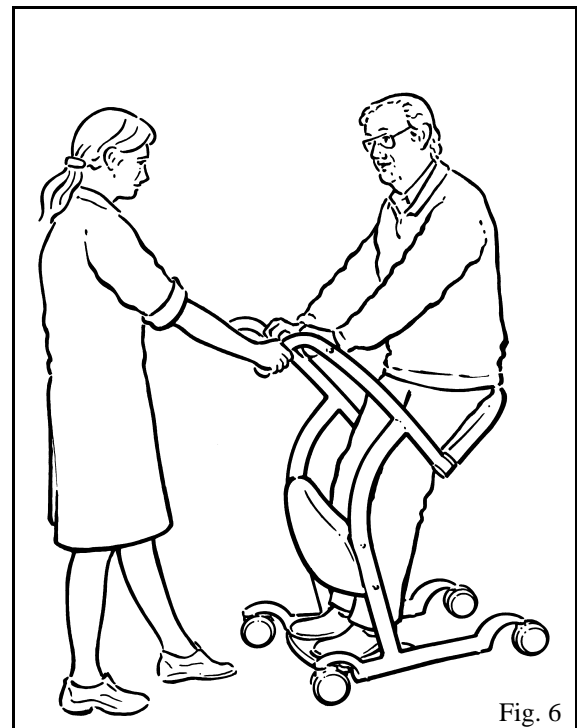
Return the pivot seats down and allow the resident/patient to sit comfortably back, while still holding on to the crossbar (see fig. 5).



Note: An optional accessory obtainable from ArjoHuntleigh or their approved representatives, is a backstrap, that can be fitted around the resident/patient and attached to lugs on the side frames. This will give added support for residents/patients who may feel unsecured, if unsupported in the seated position.

Once the resident/patient is in a comfortable position, release the brakes and transport away (see fig. 6).

If the resident/patient has difficulty supporting herself/himself, make her/him hold firmly onto the crossbar. The resident/patient will be kept in position by her/his knees being in contact with the kneepad.



At the Toilet

The resident/patient and Steady can be reversed over the toilet. Once in position apply the caster brakes and encourage the resident/patient to stand, remove the resident/patient's clothing as necessary, then pivot back the seat halves and allow her/him to lower herself/himself onto the toilet seat.

The Steady can remain in position if desired and will function as a support frame improving the resident/patient's confidence.

Helping up the resident/patient, will be a reverse of the above procedure.

Operating the Steady

Using the Back Support Strap

The use of the back support strap is optional and will depend on the resident/patient's ability to sit comfortably and safely when the upper body is unsupported.

ArjoHuntleigh back support straps are available as an accessory from ArjoHuntleigh or their approved representatives.

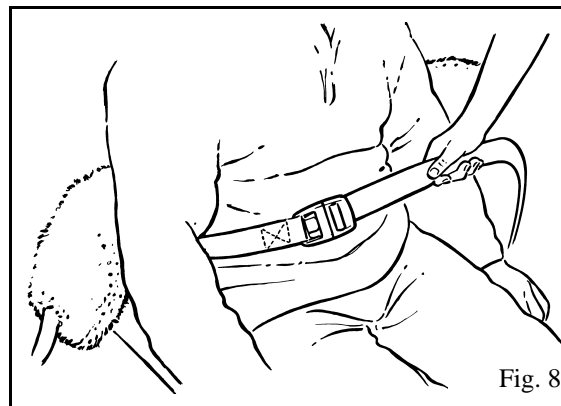
When using the support strap, always ensure the patient is seated on the Steady before attaching or detaching the strap. Never support the resident/patient using only the support strap.

When the resident/patient is seated comfortably, position the strap around the resident/patient's back so that it lies approximately 50 mm (2") horizontally above the waistline with the patient's arms outside the strap (see fig. 7).

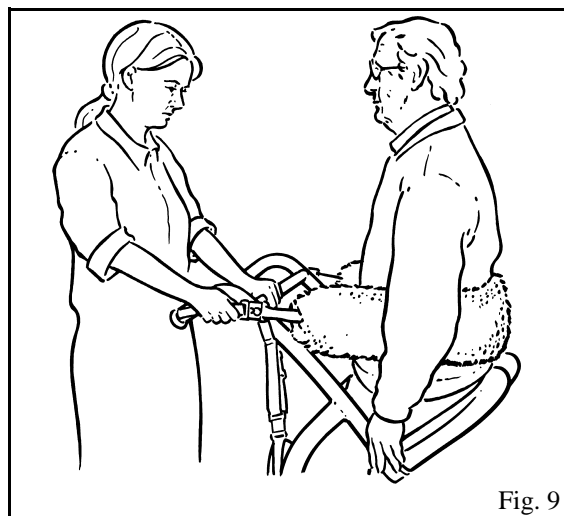


If needed, the additional waist strap attached to the back support strap can be fitted around the resident/patient for a feeling of extra stability. To use the additional waist strap, ensure the strap is separated at the buckle then position it loosely around the body ensuring it is not twisted or trapped behind the resident/patient's back (see fig. 8).

Fasten the buckle, then adjust by pulling the loose strap piece until the waist strap is tight but comfortable for the resident/patient (see fig. 8).



The back support strap should be connected to the lugs on the sides of the frame (see figs 9 and 10). Use whichever clip (on each side of the support strap) that is appropriate to keep the resident/patient supported, ensure the resident/patient is not pulled forward too much (see fig. 9).



Operating the Stedy

Ensure the attachment clips are pulled down onto the attachment lugs and secure when the support strap is fitted in position (see fig. 10).

WARNING: Always check that one support strap attachment clip on each side is in position before and during transportation.

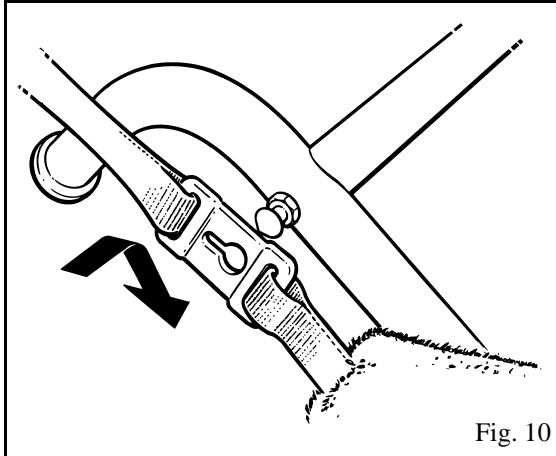


Fig. 10

When using the support strap the resident/patient should still be encouraged to hold onto the crossbar (see fig. 11).

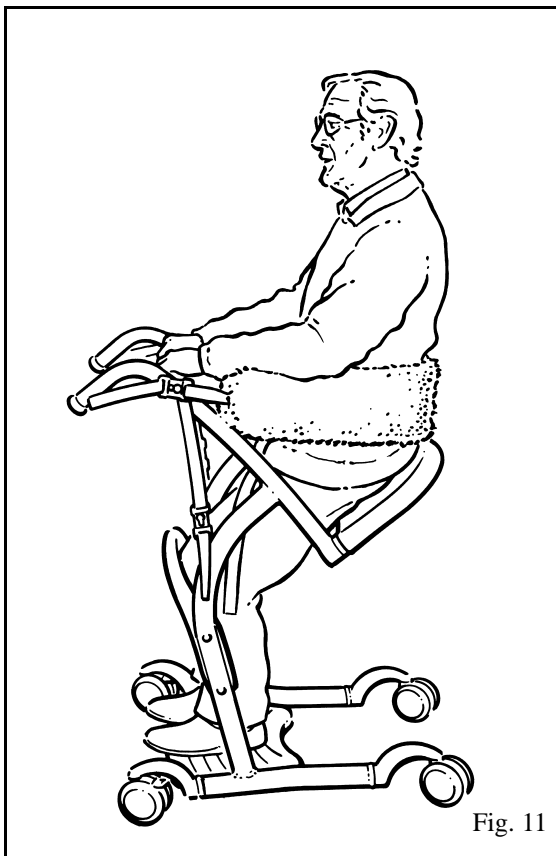
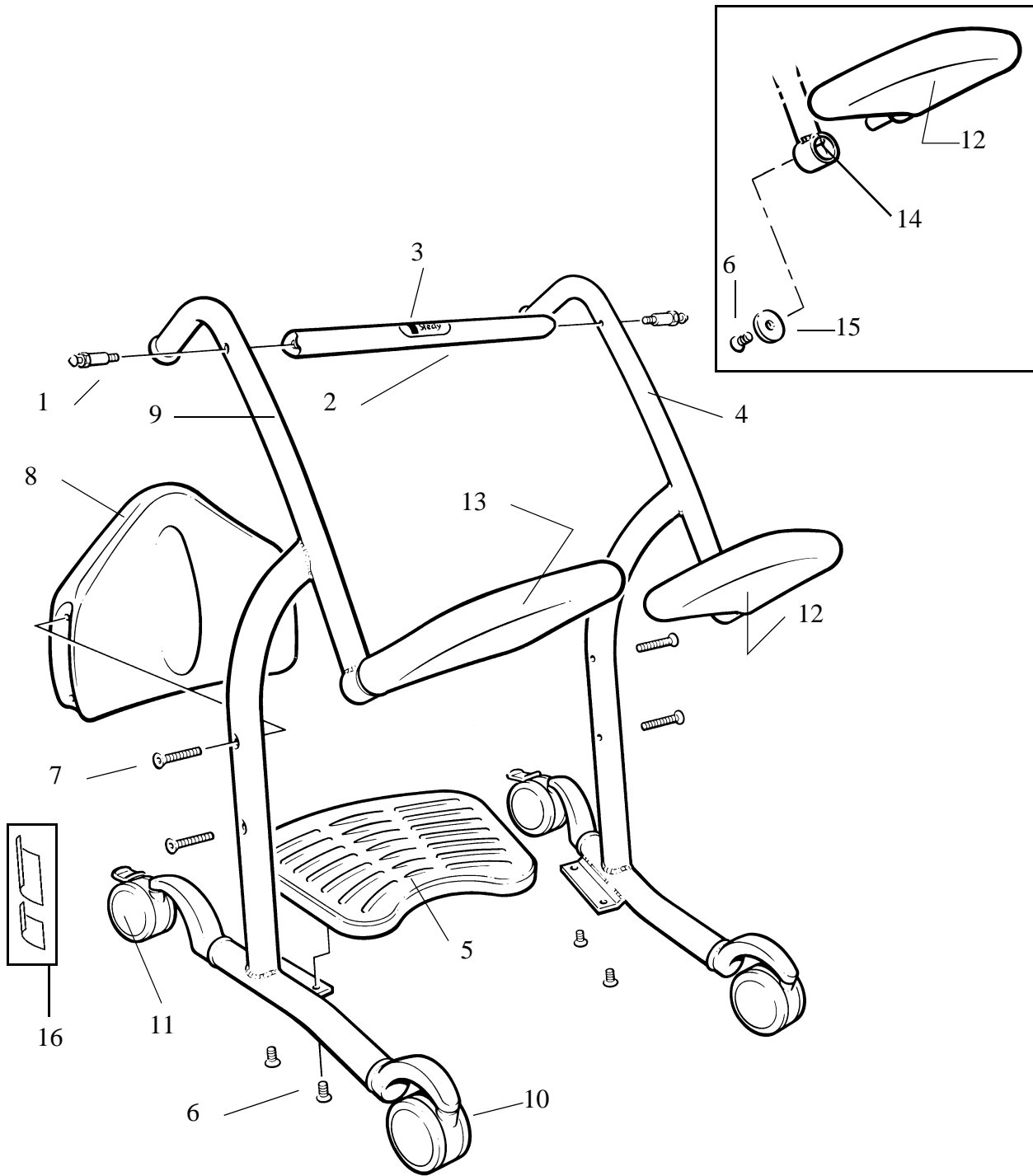


Fig. 11

Parts List: General Exploded View



Parts List: General Parts List

Stedy parts list

ITEM	QTY	DESCRIPTION
1	2	Sling attachment lug
2	1	Cross bar
3	1	Product label
4	1	Side frame (R.H. side)
5	1	Footboard
6	6	M8x20 SS CSK screws
7	4	M8x50 SS CSK screws
8	1	Kneepad
9	1	Side frame (L.H. side)
10	2	Front castor
11	2	Rear castor (braked)
12	1	Seat half (R.H. side)
13	1	Seat half (L.H. side)
14	4	Bushing (not illustrated)
15	2	End cap
16	1	Label set
17	1	Allen key (hex wrench) 5mm (not illustrated)
18	1	Spanner (wrench) $\frac{9}{16}$ " (not illustrated)

Stedy Spare Parts Kits

PART NUMBER	QTY	DESCRIPTION
NTX01400.US	1	Operating and Product Care Instructions
NTS0001.20	1	Side frame (L.H. side) spares kit, (includes: 1, 6x2, 7x2, 9, 10x2, 11x2, 14x2, 16, 17, 18)
NTS0002.20	1	Side frame (R.H. side) spares kit (includes: 1, 4, 6x2, 7x2, 10x2, 11x2, 14x2, 17, 18)
NTS0003.20	1	Kneepad spares kit (includes: 1x2, 7x4, 8, 17, 18)
NTS0004	1	Footboard spares kit (includes: 5, 6x4, 17)
NTS0005	1	Seat half (L.H. side) spares kit (includes: 6, 13, 15, 17)
NTS0006	1	Seat half (R.H. side) spares kit (includes: 6, 12, 15, 17)
NTS0009.20	1	Fixings kit (includes: 1x2, 6x6, 7x4, 17, 18)
NTS0010.20	1	Crossbar spares kit (includes: 1x2, 2, 3, 18)
NTS0012.20	1	Casters spare kit (includes: 10x2, 11x2)
Screws must be installed with Loctite glue #262 included with kits.		

Note: Unless otherwise specified (item number x quantity), component quantity is 1.

Preventive Maintenance Schedule

Preventive maintenance schedule

Equipment operators and Service/Maintenance Personnel should hold this Preventive Maintenance Schedule. If you require further information or a service contract, please contact your local ArjoHuntleigh representative.

The equipment is subject to wear and tear, and the following maintenance instructions must be performed when specified to ensure that the equipment remains within its original manufacturing specification.

ArjoHuntleigh strongly advises and warns that only ArjoHuntleigh Ltd company designated parts, which are designed for the purpose, should be used on equipment and other appliances supplied by ArjoHuntleigh Ltd, to avoid injuries attributable to the use of inadequate parts.

WARNING:

The points on this checklist are the minimum the manufacturer recommends. In some cases more frequent inspections should be carried out. Continuing to use this equipment without conducting regular inspections or continuing to use this equipment when a fault is found will seriously compromise the user and resident/patient's safety. Local regulations and standards may be higher than the manufacturer's. Preventive maintenance specified in this manual can prevent accidents.

FREQUENCY	Before every use	Weekly	Every 12 months
ArjoHuntleigh SLINGS			
Examine the slings, their straps and attachment clips. If any part of the sling or its straps is frayed, or any of the clips is damaged, the sling must be withdrawn from use immediately and replaced with a new sling.	X		
Where necessary, after patient use, carry out decontamination of the sling in accordance with ArjoHuntleigh Ltd instructions MAX.01520.INT. and local decontamination regulations.	X		

FREQUENCY	Before every use	Weekly	Every 12 months
ArjoHuntleigh STEDY			
Carry out a visual inspection of all external parts. All functions must be tested for correct operation, to ensure no adverse damage has occurred during previous use.	X		
Where necessary, after each patient use, carry out decontamination of the ArjoHuntleigh Stedy in accordance with ArjoHuntleigh Operating, Product Care, and Maintenance Instructions.	X		
Make sure all casters rotate freely and the two rear brakes lock.	X		
Examine all exposed parts, especially where there is personal contact with the patient's body. Make sure no cracks or sharp edges have developed that could cause patient or user injury or have become unhygienic. Replace where necessary and decontaminate.		X	
Make sure all external fittings are secure and that all screws and nuts are tight.		X	

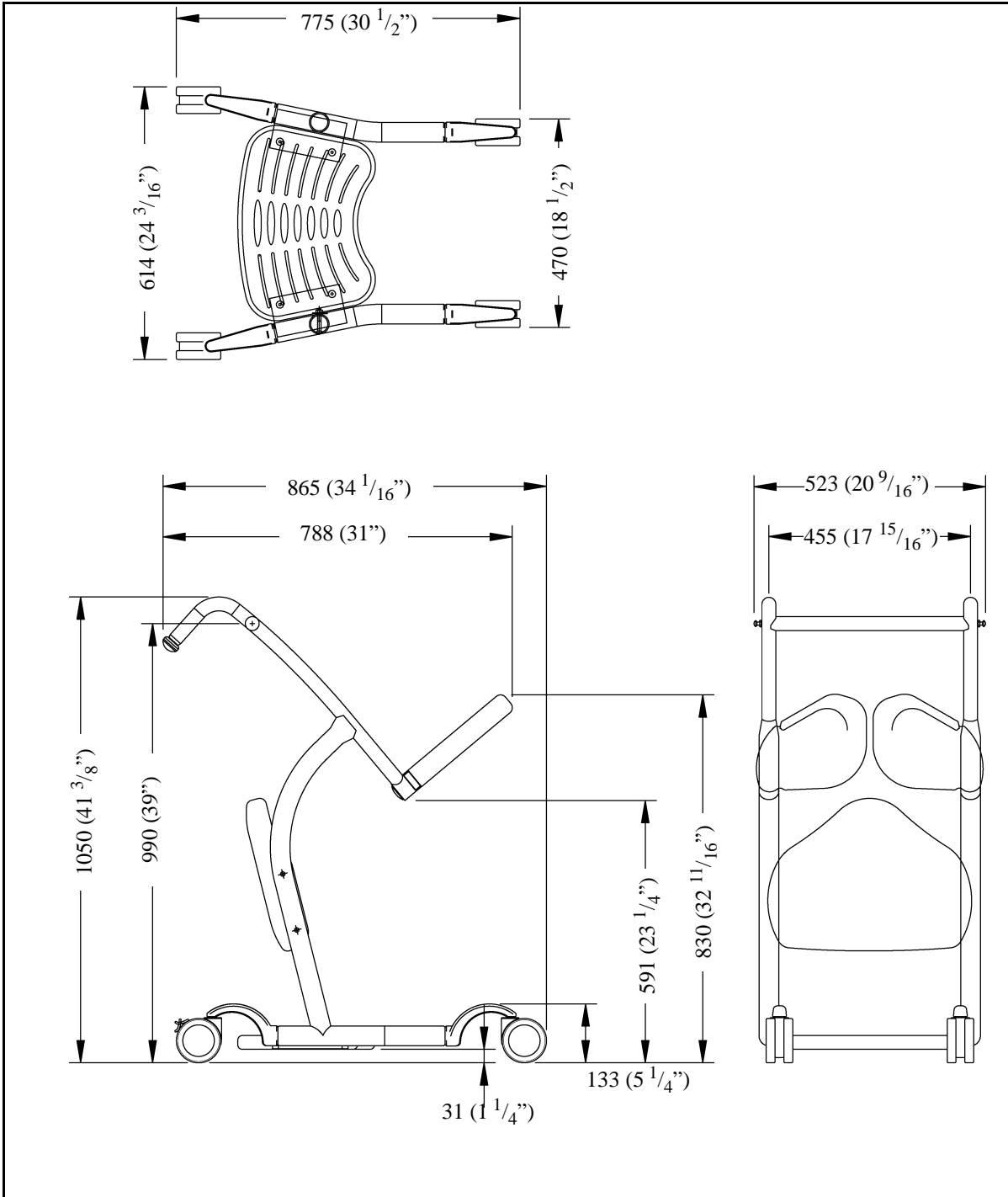
Preventive Maintenance Schedule

FREQUENCY	Before every use	Weekly	Every 12 months
Make sure the casters are firmly secured to the chassis.		X	
Make sure all instruction labels are firmly attached and in good readable condition. Replace when necessary.		X	
Inspect the two sling attachment points. If worn or damaged, replace with new.			X

If the product does not work as intended, immediately contact your local ArjoHuntleigh representative for support.

Technical Specifications

Weight.....16.8 kg (37 lb)
 Maximum permitted loading.....120 kg (264 lb)



Dimensions in millimeters, equivalent in inches.

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ARJOHUNTLEIGH

GETINGE GROUP

GETINGE GROUP is a leading global provider of products and systems that contribute to quality enhancement and cost efficiency within healthcare and life sciences. We operate under the three brands of **ArjoHuntleigh**, **GETINGE** and **MAQUET**. **ArjoHuntleigh** focuses on patient mobility and wound management solutions. **GETINGE** provides solutions for infection control within healthcare and contamination prevention within life sciences. **MAQUET** specializes in solutions, therapies and products for surgical interventions and intensive care.

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As our policy is one of continuous development we reserve the right to modify designs and specifications without prior notice.

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