

ConvaQuip Ind., Inc.

Model 9700-700 Patient Lift

Patient Positioning Instructions

&

Sling Application Guide

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SECTION 1 - POSITIONING THE SLING

1.1 Patient is Lying Down

1. Raise the bed rail on opposite side of bed (if applicable)
2. Log roll the patient away from you onto his/her side.
3. Lay the sling, handles down, behind the patient and roll the sling in half (Figure 1).
4. Align the bottom of the sling even with the patient's tailbone.
5. Lay the patient flat again, then roll them toward you and proceed to pull the sling material that you had previously rolled up, through to the other side.
6. Lift the patient's legs, one at a time and pull the leg straps through and over the legs.

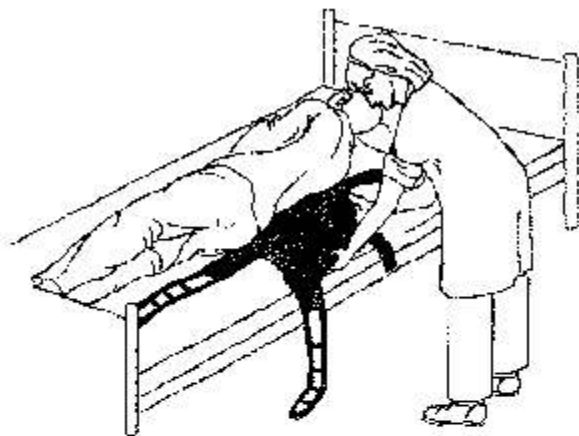


Figure 1 - Positioning the Sling for Patient In Bed

1.2 Patient in Sitting Position

1. If lifting from a wheelchair, apply brakes on chair. Lean the patient forward, enough to slide the sling, with handles on the outside, down behind the patient's back, to seat level (Figure 2).
2. Ensure the sling is centered both bottom and top (use middle stabilizing handle as a reference point) and rest patient back in seat.
3. From the front of the patient, tug both leg straps forward to ensure tightness and centering (both leg straps should extend out the same length).
4. Lift one leg and pull that strap under, then between legs and over the same leg. Repeat with other side.
5. If legs are in scissored position, cross each strap underneath both legs to form a "cradle" effect.



Figure 2 - Positioning the Sling Behind a Seated Patient

SECTION 2 - MOVING THE LIFT TO THE PATIENT

2.1 General Information

1. Clear the area around the patient of any obstacles that may interfere with the operation of the lift.
2. Raise the lifting boom to a safe height.
3. Ensure that the lift base is in the closed position.

2.2 Patient is in a Bed

1. Push the lift legs under side of bed at right angles to the patient (Figure 3), and lower the boom.
2. With the sling in place, position the lift so that the end of the boom is over the patient's abdominal area or lower chest area.
3. Make sure the padded spreader bar is positioned across the patient's abdomen, parallel with shoulders, and the side suspender bars are pointing from head to toe, parallel with the side of the body.
4. Be sure the rear casters of the lift are **NOT** locked. It is normal for the lift to roll slightly.

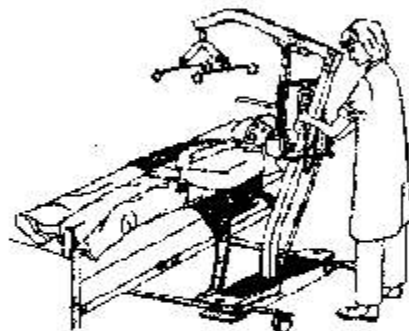


Figure 3 - Positioning the Lift Next to a Bed

2.3 Patient is on the Floor

1. Roll the lift to the patient's feet. Position the patient so that their legs straddle the lift mast (Figure 4).
2. With the sling in place, lower the boom until the side suspender bars are just above the patient's abdomen or lower chest.

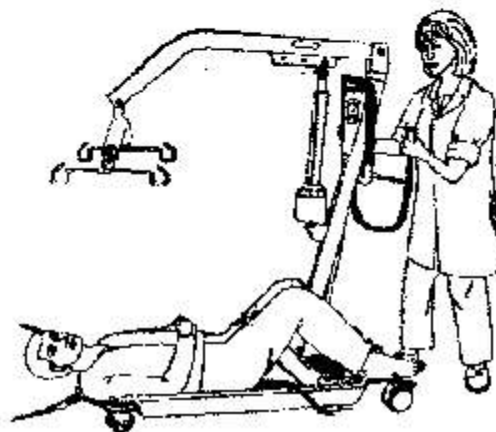


Figure 4 - Positioning the Lift for a Patient on the Floor

2.4 Patient is in a Chair

1. If the patient is in a wheelchair, lock the wheels.
2. Roll the lift to the front of the chair.
3. Adjust the lift's legs to fit around the chair. In most cases the lift base will need to be set to the full open position.
4. With the sling in place, lower the boom until the spreader bar is level with the patient's forehead and is 10 to 12 inches in front of the patient.

SECTION 3 - ATTACHING THE SLING TO THE LIFT

3.1 General Information

Decide in what position the patient should be in when lifted.

To lift the patient in a seated position, use a shorter set of loops at the shoulders and a longer set of loops at the legs. This places the patient's head higher than his/her legs.

To lift in a reclined position use a longer set of loops at the shoulders and a shorter set of loops at the legs. This will allow the patient's head to be level with his/her legs.

Attach the back loops to the hanger by slipping the right back loop over the right back hook and the left back loop over the left back hook.

Note: The left and right refer to the patient's left and right.

3.2 Configuring the Sling for Normal Use

1. Run the right leg strap under the patient's right leg, up between the patient's legs, and attach to the left front hook (Figure 5).

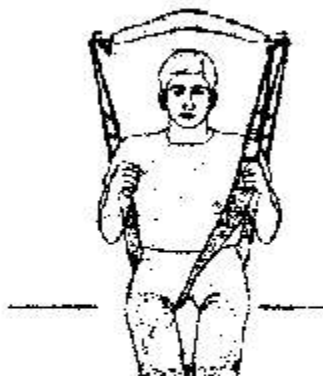


Figure 5 - Configuring the Sling - Step 1

2. Run the left leg strap under the patient's left leg, up between the patient's legs, and attach to the right front hook (Figure 6).

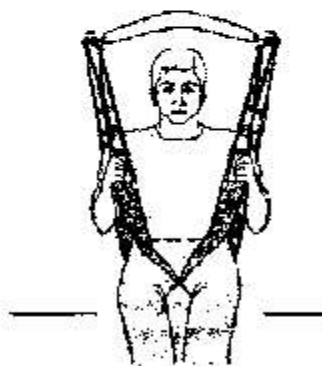


Figure 6 - Configuring the Sling - Step 2

3.3 Configuring the Sling for Impairments such as Groin Injury

1. Run the right leg strap under both of the patient's legs and attach to the left front hook.
2. Run the left leg strap under both of the patient's legs and attach to the right front hook (Figure 7).



Figure 7 - Configuring the Sling for a Groin Injury

SECTION 4 - LIFTING THE PATIENT

4.1 Lifting Patient from a Bed

1. Be sure the rear casters of the lift are not locked. It is normal for the lift to roll slightly.
2. Use the hand controller or the over-ride buttons to raise the boom just enough to check the patient's safety and comfort. Once certain of the patient's safety and comfort, raise the boom (Figure 8).
3. As you raise the boom, have attendants use the sling handles to guide the patient.
4. Pull the lift away from the bed, and lower the boom to a comfortable height for transporting.

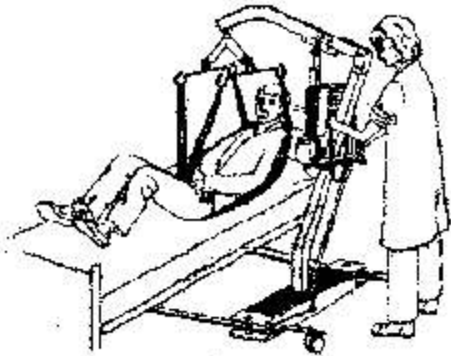


Figure 8 - Lifting from a Bed

4.2 Lifting Patient from the Floor

1. Check to be sure the rear casters of the lift are not locked.
2. Attach the sling to the lift.
3. Raise the boom just enough to check for the patient's comfort and safety. Once certain of their comfort and safety, proceed in raising the patient. (Figure 9).
4. As you raise the boom, have attendants use the sling handles to guide the patient.

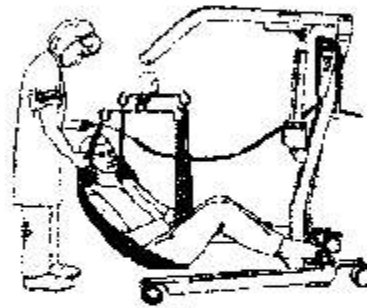


Figure 9 - Lifting from the Floor

4.3 Lifting Patient from a Chair

1. Be sure the rear casters of the lift are not locked. It is normal for the lift to roll slightly.
2. Use the hand controller or the over-ride buttons to raise the boom until just clear of the chair. Make any minor sling adjustments at this point and check the patient's safety and comfort. Once certain of the patient's safety and comfort, proceed in lifting the patient (Figure 10).
3. As you raise the boom, have attendants use the sling handles to guide the patient.
4. Pull the lift away from the chair, adjust lift base back to closed position and lower the boom to a comfortable height for transporting.

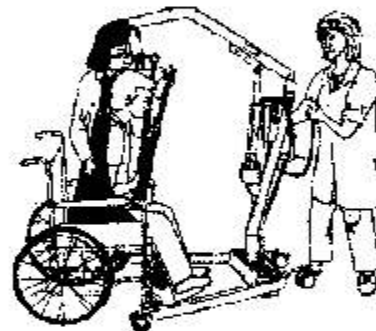


Figure 10 - Lifting from a Chair or Seated Position

SECTION 5 - TRANSPORTING THE PATIENT

Roll the lift on a smooth, unobstructed surface when transporting a patient on the lift.

1. Have an attendant steady the patient during transport.
2. Move the lift by grasping the push handles and pushing in the desired direction.

TIP: *It is sometimes best to allow the patient's feet to rest on the base, if possible, for added feeling of security during transporting. Slings are supplied with side handles to aid in stabilizing during transporting.*

SECTION 6 - LOWERING THE PATIENT

6.1 Lowering the Patient to a Bed

1. Roll the lift legs under the bed, and position the patient over the bed.
2. Lower the patient slowly to the bed. Once the patient is fully supported by the bed and the sling loops become slack enough to be unhooked from the side bars, disconnect the sling from the lift.
3. Raise the bed rail on opposite side of bed (if applicable).
4. Log roll the patient away from you. Roll the exposed half of sling in half (Figure 11).
5. Lay the patient flat again, then roll them toward you and remove the sling.
6. Lay the patient flat again.

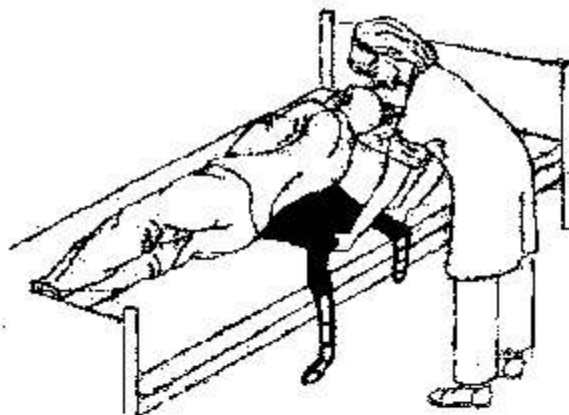


Figure 11 - Removing the Sling from Under a Patient in Bed

SECTION 6 - LOWERING THE PATIENT (CONT.)

6.2 Lowering the Patient to a Chair

1. If lowering the patient into a wheelchair, lock the wheelchair's wheels.
2. Roll the lift to the front of the chair.
3. Turn the patient, if necessary, so the patient is facing the lift with his or her back to the chair.
4. Roll the lift legs around the chair and position the patient over the chair.
5. Lower the patient slowly into the chair. Have an attendant guide the patient into the chair.
6. As the patient settles in the chair, have the attendant grasp the back of the sling and pull upward gently, allowing the patient to sit in an upright position (Figure 12).

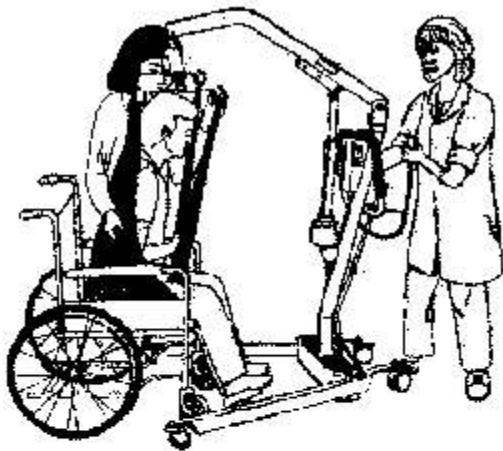


Figure 12 - Lowering a Patient into a Chair

7. Once the patient is fully supported by the chair and the sling loops become slack enough to be unhooked from the side bars, disconnect the sling from the lift.

NOTE: If lowering the patient to a toilet use a toileting sling. This type of sling can be kept around the patient while they use the toilet.

8. When finished transporting the patient, remove the sling from behind the patient.

6.3 Lowering the Patient into a Bath

1. If necessary, turn the patient so that the patient is facing the lift with his or her back to the bath.
2. Position the lift legs under or around the bath.
3. Turn and lower the patient into the bath.

NOTE: Exposing the lift to flowing water, such as a shower, is not recommended.

4. Once the patient is fully supported in the bath, disconnect the sling from the lift. Leave the sling under the patient.
5. After bathing the patient, reattach the sling to the lift and raise the boom.
6. Dry and dress the patient.
7. Transport the patient as needed.

Important

Exposing the lift to flowing water, such as a shower, can cause damage to the lift batteries. Do not expose the lift to flowing water.

6.4 Using Additional Help

Operating the lift requires a minimum of one trained operator. He/She may need additional help.

Operators should maintain control of the lift, operate the controls, and direct helpers.

⚠ WARNING

Helpers can cause injury or be injured.
Maintain control of the lift, operate the controls,
and direct any helpers.



Maximum Load Limit

700 lbs.

If load limit has been exceeded,
inspect the lift (See *Inspecting
the Lift*, page 10).

SECTION 7 - SLING LOOP APPLICATION GUIDE

(We suggest copying this section and put in a convenient location for quick reference.)

7.1 Sling Loop Application

The destination of the patient, (ie: to a chair, to a bed, to a tub etc.) Ultimately determines which loop combination will be used.

7.2 Sling Loops for Transferring to a Sitting Position

At the Shoulders:

Use a shorter set
(ie: 2nd loop from the patient)

At the legs:

Use a longer set
(ie: 2nd loop from the outside)

This allows the patients' shoulders to be higher than their legs.

7.3 Sling Loops for Transferring to a Lying Position

At the Shoulders:

Use a longer set
(ie: 2nd loop from the outside)

At the legs:

Use a shorter set
(ie: 2nd loop from the patient)

This allows the patients' shoulders to be approximately level with their legs.

SECTION 8 - SLING WASHING INSTRUCTIONS

DO NOT USE BLEACH

Machine wash in mild soap solution in a warm temperature. Rinse thoroughly and tumble dry at a maximum temperature of 80 degrees Celsius, 176 degrees Fahrenheit. Do not dry clean.

Sling must be visually inspected on a regular basis. Check for rips, tears, fraying and unraveling of any stitching. Should any of these conditions be observed, immediately remove sling from service and have it inspected by the manufacturer.

All repairs must be performed by **ConvaQuip**. **ConvaQuip** hereby waives all responsibility should unauthorized modifications or repairs be performed.

SECTION 9 - SLING WARRANTY INFORMATION

ConvaQuip warrants that all slings are free from defects in materials and workmanship for a period of six months from the date of purchase.

ConvaQuip slings have been manufactured to a very high tolerance and has been tested prior to shipment. However, because of the large variation

in sling use and laundering techniques from facility to facility, **ConvaQuip** is unable to guarantee the integrity of the sling under all operating conditions. Therefore, purchaser hereby accepts full responsibility for verifying the integrity of the sling prior to each and every use.