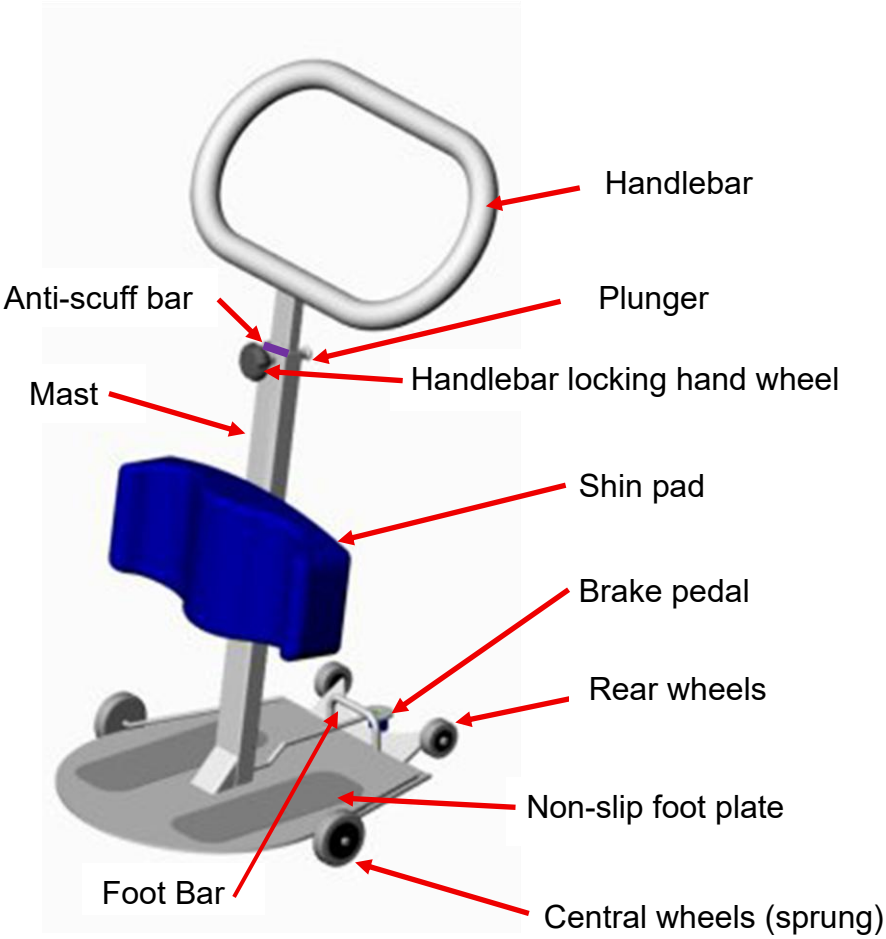
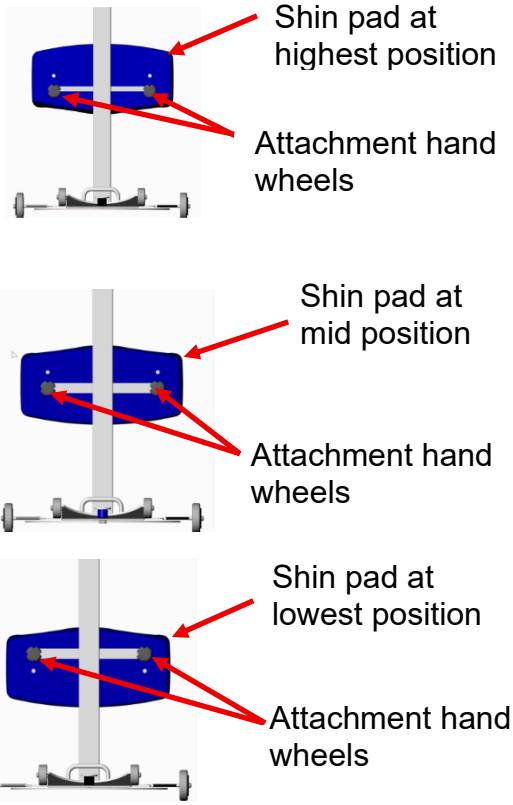
Locomotor Rota Stand Instructions

Locomotor™ Rota Stand **REF MPC: LOCO-102**





⚠ All patient moving and handling tasks should be carried out in accordance with approved patient moving and handling techniques and after a full assessment of patient, equipment, task and environment. Always follow the approved policy of your place of work when adopting moving and handling practices.

Description & purpose

The Locomotor Rota Stand is a sit to stand transfer device for assisting with transfer from one seated position to another. It is for use with weight bearing people only.
Its handle, frame and shin pad provide support for standing, aiding a dignified safe rotation transfer.
The Rota Stand has a sprung foot plate and four wheels which enable the caregiver to position the Rota Stand correctly even with the **seated** client's feet on the foot pads.

⚠ The Rota Stand is not a transport device. The only safe and approved movement of the Rota Stand, once the client has come to standing upon the Rota Stand, is a rotation. It must not be moved in any other way once the client is standing. The start and destination seated surfaces must be positioned correctly in relation to each other to enable a safe transfer.

Before use

The Rota Stand is supplied fully assembled and is ready to be adjusted to suit the client.
Remove the Rota Stand from its packaging.
Check the Rota Stand for any damage.

- Set the height of the Handlebar to suit the client.
  Rotate the handlebar locking hand wheel half a turn anticlockwise.
  Support the weight of the handlebar
  Pull the plunger to its limiting stop to release the handlebar.
  Move the handlebar up or down to the desired position.
  Release the plunger.
  Move the handlebar up or down a little until the plunger drops in to one of the location holes in the handlebar (in the instance it has not already done so).
  The handlebar will now not move up or down.
  Rotate the handlebar locking hand wheel clockwise until tight to lock the handlebar to the mast.

- Set the height of the Shin pad to suit the client.
  The shin pad can be set to 3 heights, low, mid or high to suit the client.
  To change the height of the shin pad, first remove the two attachment hand wheels and remove the shin pad.
  Orientate the shin pad to required height by either; moving up or down to the second set of holes to achieve either of two height positions or by rotating the shin pad 180 degrees to achieve the third height position.
  Re-attach the shin pad with the two attachment hand wheels.
  See pictures above that show the 3 possible height settings.

Instructions for use

⚠ The Rota Stand must be counterbalanced while the client stands or sits. Counterbalance is achieved by the caregiver applying the brake and holding the handlebar in opposition to the client. Always allow the sprung foot plate of the Rota Stand to sink to the floor as the client's weight is applied to the foot pads. This means allowing the small movement of the handlebar towards the client as they stand. Ensure that the client is aware that this small movement will, and must take place.

1. Ensure that the surface for the client's new seated position is in the correct place in relation to the start position.
2. Position the Rota Stand in front of the seated client with their feet on the non-slip foot pads.
3. Ideally the client should then, assisted or independently, move to the front of chair.
4. Move the Rota Stand closer to the client ensuring their shins are in contact with the shin pad.
   This can be done by utilising the sprung foot plate. The caregiver pushes on the foot bar above the brake pedal arm, while slightly pulling back on the handlebar to push the Rota Stand into position.
5. The carer must next counterbalance the Rota Stand as described in the alert above.
6. Encourage client to grip the handlebar in the most mechanically advantageous way for the individual client. A good starting point is often with one hand high (top rung of handlebar) and one hand low (lower rung of handlebar).
7. With the Rota Stand counterbalanced using the brake and the handlebar, the client can then bring themselves to standing. If further assistance is required, enlist the aid of another caregiver.
8. The brake must now be released and the client can be rotated gently to the required new position.
9. Counterbalance the Rota Stand and enable the client to sit.
10. Remember the Rota Stand can only be rotated once the client is upon it. If the destination surface is not in the correct place, return the client to original seat and reposition the surfaces in relation to each other.
11. The Rota Stand MUST NOT be used to move the client in any linear direction.

⚠ **For further information and training on moving and handling techniques please contact your Moving and Handling Advisor or similar**.

⚠ **Care and use**

Inspection: Before each use the Rota Stand must be inspected for damage and function, paying particular attention to the handlebar (including adjustment / clamping mechanism) wheels, wheel mounting points, shin pad, turning disc and foot pads.

See below: **Inspection, maintenance and test procedure**
Do not use if the Rota Stand is showing any signs of damage.

Cleaning: The Rota Stand may be cleaned using a standard disinfectant and also Sodium Dichloroso-Cyanurate or Sodium Hypo-Chlorite. Wipe only and rinse with water.

Storage: Store away from direct sunlight and sources of heat.

Store in dry conditions

Specifications

Dimensions	Safe working load (SWL)	Weight of RotaStand	Materials
W 52 cm L51 cm H 86 - 131 cm	160 kg	14 kg	Polypropylene And Steel

Latex free

Disposal: May be recycled where facilities exist

Warranty: Warranted to specification for 12 months from date of purchase.

Applied regulations and standards

MD Class 1 Medical Device UK MDR 2002 EU MDR 2017/745 BS EN 12182: 2012 Tech Aids for disabled persons	CE UKCA

For further assistance please contact your supplier or customer services at address below.

Manufacturer

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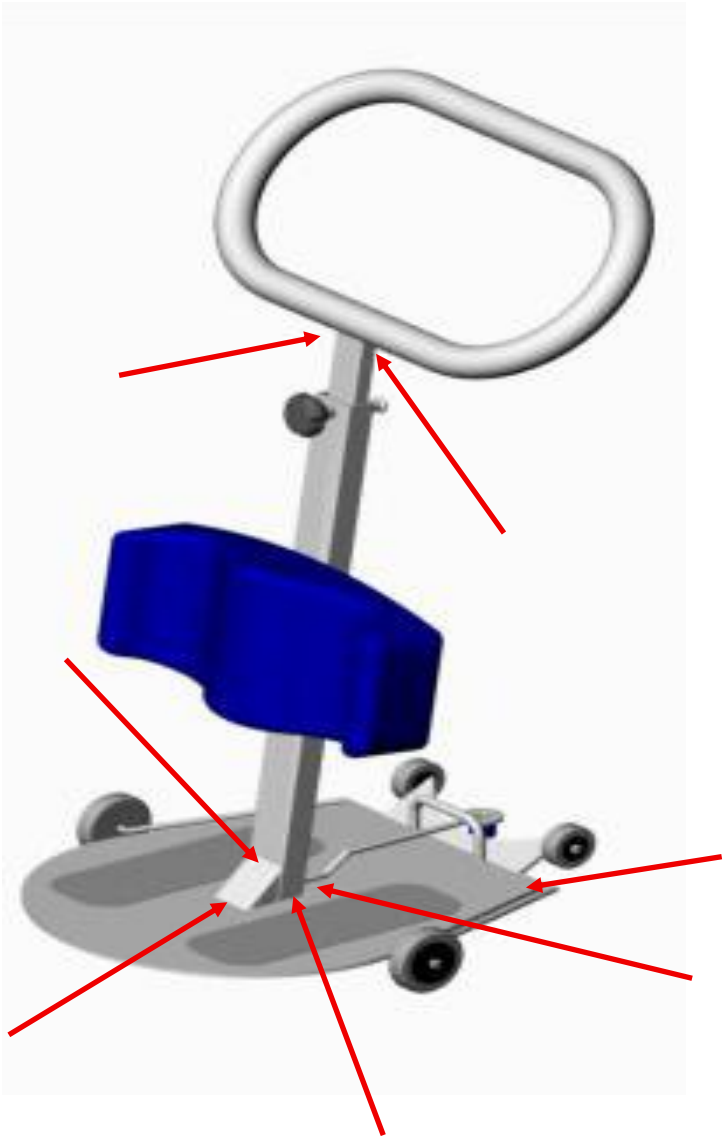
European Representative

EC REP **Select Healthcare (EU),** 72 Liffock Park, Coleraine, Northern Ireland, BT51 4DG

Glossary of symbols and terms used in product and packaging labels that are not expressed elsewhere in this document.		
Symbol	**Meaning**	**Associated Terms**
	Consult instructions	
DI	Device Identifier – (GS1 UK GTIN-13 used)	AI (01) – Application identifier 01
SN	Serial Number	AI (21) – Application identifier 21
LOT	Lot / Batch Number	AI (10) – Application Identifier 10
	Date of manufacture	AI (11) – Application Identifier 11
UDI	Unique Device Identifier - collective term which includes DI, SN, LOT & date of manufacture (all contained within machine readable GS1 DataMatrix)	GS1 DataMatrix = 2D Matrix symbols that can carry all GS1 keys and attributes

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Rota Stand - weld inspection points



1 Check construction

Check all the welds for cracks or damage.
Check all the frame work for signs of mechanical damage.

2 Finishes

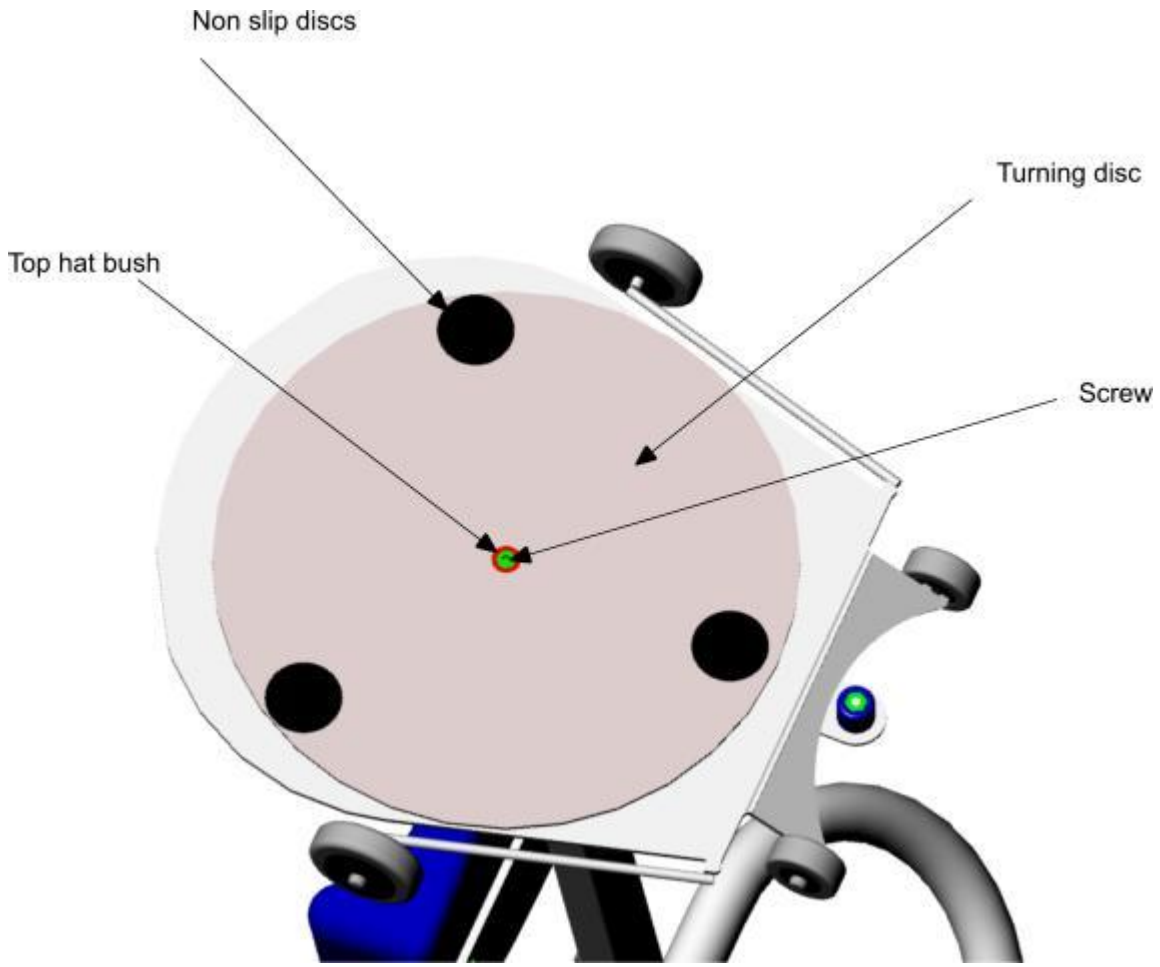
Check the coating for damage. Replace parts if damage is sufficient to cause loss of function or a cleaning hazard.

3 Worn parts

Check the wheels for wear, replace if damaged or the tyres worn more than 50%.
Check the shin pad for damage. Replace if damaged.
Check handlebar adjustment screw for wear and function, Replace if thread is worn or damaged.
Check brake for wear and function, replace if worn or damaged.
Check non slip foot pads for wear and damage, replace if worn or damaged.

4 Fixings

Check all fixings are tightened to 5 NM.
Replace nyloc nuts if loose or damaged. Replace fixings if damaged or worn.



5 Test the product

Check that the disc is free to rotate, if not check why.
If the disc has a gritty rotation, then take the disc off by removing the screw and top hat bush. Use a soft clean cloth to clean the two mating surfaces. If the mating surfaces are badly damaged then replace the parts as required.
Stand on the Rota Stand and rotate it checking that the rear wheels clear the floor and disc rotates freely.
Replace disc if damaged or function is impaired.