

INSTRUCTIONS FOR USE

Prioma Couch Range Electric



CONTENTS

1. WARNINGS & CAUTIONS	2 - 3
2. INTRODUCTION	4
2.1 About This Manual	4
2.2 Intended Area of Use	4
2.3 Features	4
2.4 Product Overview	5
3. INSTALLATION	6
3.1 Electricity Supply	6
3.2 Placement of Handset	6
4. OPERATION	7
4.1 Handset Controls	7
4.2 Platform Height Adjustment	8
4.3 Backrest Adjustment	8
4.4 Knee Positioning Adjustment	8
4.5 Battery Backup (if fitted)	8
4.6 Central Locking Castor System	9
4.7 Fold-down Arms (if fitted)	10
4.8 Paper Roll Holder (if fitted)	11
5. PRODUCT CARE	11
5.1 Cleaning	11
5.2 Disinfecting	11
5.3 Preventative Maintenance	12 - 13
5.4 Troubleshooting	14
6. PRIOMA ELECTRIC COUCH SPECIFICATIONS	15
7. PRODUCT IDENTIFICATION LABEL	16
8. PRODUCT LIFETIME & END OF LIFE DISPOSAL	17
8.1 Product Lifetime	17
8.2 End of Life Disposal	17
9. TRANSPORTATION & STORAGE	17
10. WARRANTY & SERVICE	18
11. REGULATORY INFORMATION	18

1. WARNINGS & CAUTIONS



WARNING

Indicates possible hazard in procedures or conditions which, if not correctly followed, could result in death, injury or other serious adverse reactions.



CAUTION

Indicates possible hazard in procedures or conditions which, if not correctly followed, could result in equipment damage or failure.



Explains or amplifies a procedure or condition



Indicates an optional item or feature

Important that this manual is read in its entirety prior to the operation of the couch. The manual is designed to ensure that users are equipped with the information required to competently and responsibly operate the couch and its accessories.

It is recommended that the instructions for use be kept in an easily accessible place for quick reference. If required, Arjo product specialists can provide additional training.

All warnings and cautions within this manual should be strictly adhered to. Failure to do so could result in harm to the patient, or operator.

Warnings highlighted throughout this manual identify possible hazards in procedures or conditions, which if not followed correctly could result in serious injury or fatality.

Cautions highlighted throughout this manual identify possible hazards in procedures or conditions, which if not followed correctly could result in equipment damage or failure.

GENERAL WARNINGS

- Electrical equipment can be hazardous if used incorrectly.
- Do not use electrically operated couches in the presence of flammable gases.
- Do not use electrically operated couches in operating theatres.
- Use the couch to support one patient only. The Prioma couch is intended for one person use and may become unstable if used incorrectly.
- It is recommended that the couch be positioned at its lowest height when unattended by caregivers to minimise the risk of patient injury from falls when getting on and off the couch.
- Residual current devices (RCD) are not supplied with the Prioma couch. Please consult with your Biomedical Engineer/advisor concerning RCD requirements.
- The full safe working load (SWL) of the Prioma couch is 200Kg. This includes the mass of the patient, and any accessories fitted to the couch.
- Do not place the power cord across the upholstered surface of the couch. When the couch is not connected to mains power, always store the mains power cord safely.
- Do not use accessories that are not designed or approved for use with the Prioma couch.

1. WARNINGS & CAUTIONS - Continued

GENERAL SAFETY WARNINGS

- This product is not designed to be used with a mattress.
- Before operating the couch make sure that the patient is safely positioned to avoid entrapment.
- Before transporting the couch make sure the power cable is disconnected from mains power and stored safely. Adjust the couch to a suitable height to move without stooping, or straining.
- Always engage the castor braking system when the couch is stationary.
- When the patient's condition could lead to patient entrapment the upholstered platform should be left in the flat position whilst unattended.
- The clinically qualified person responsible should consider the age, size and condition of the patient before using the couch and its accessories.
- Always ensure that all hospital lines and power cables are free from possible entanglement with mechanical parts of the couch.
- Always ensure that attendant and patient limbs are free from potential entrapment areas before operating any functions.
- It is recommended that the product installation process is carried out by two people.
- It is recommended to place the couch on a clean, flat floor or platform.

WARNING

- Ensure that the patient, caregivers and other equipment and furniture are not positioned to become either trapped or crushed during couch adjustment.
- Ensure that the power lead is not being stretched.
- Ensure that the power cable cannot become entangled with moving parts of the couch.
- **DISCONNECT** the electrical power cable from the mains and store before transporting the couch.
- If the power cable shows any sign of damage, replace immediately.
- Some functions may cause injury to the patient if unintentional movement occurs.

CAUTION

Do not operate the controls for more than the control systems prescribed duty cycle (no more than 2 minutes within an 18 minute period of time).

2. INTRODUCTION - Continued

2.4 Product Overview



Figure. 1

- A. Paper Roll Holder (if fitted)
- B. Fold-down Arms (if fitted)
- C. Power Cable Storage Hooks (not shown in image)
- D. 125mm Central Locking Castors x 4
- E. ABS Plastic Crank Arm Covers
- F. Handset Storage Bar (both sides of couch)
- G. Central Lock Pedal (Neutral, Brake & Tracking)
- H. Upholstered Foot Section
- I. Upholstered Seat
- J. Upholstered Backrest
- K. Backrest Breath Hole (if fitted)

⚠ CAUTION

Before using the couch, ensure that the “Power in” rating on the specification label is compatible with the local electricity supply.

3. INSTALLATION

The following chapter describes how to install the couch.

 **WARNING**

If the power supply cord or plug is damaged, the complete assembly must be replaced by authorised service personnel. **Do not** remove the fitted plug or use a rewirable plug or adapter. Make sure the power supply cord is not stretched, kinked or crushed. **Do not** allow the power supply cord to trail on the floor where it may cause a trip hazard. Make sure the power supply cord does not become entangled with moving parts of the couch. Disconnect the power supply cord from the electricity supply, and store safely, before moving the couch.

3.1 Electricity Supply

Connect the mains cable plug to a suitable socket outlet. Make sure the plug is easily accessible so it can be disconnected quickly in an emergency.

When the couch is not in use or before moving the couch, the power supply cable should be stored safely to the cable storage hooks located at the head end of the couch on the undercarriage cross rail (Figure 2) (A). To isolate the couch from the electricity supply, disconnect the mains plug from the socket outlet.

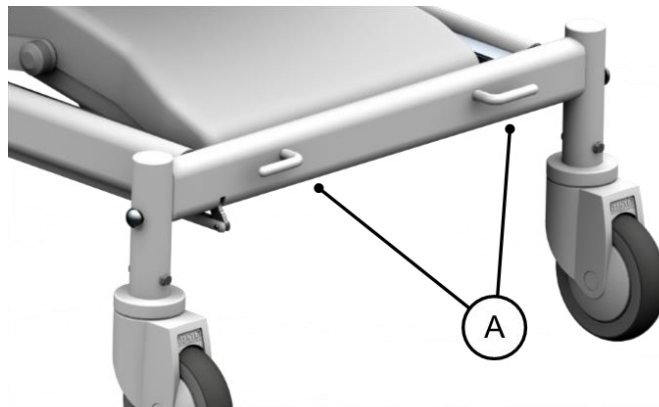


Figure 2.

3.2 Placement of Handset

The handset when not in use should be hooked over the storage bars located on both sides of the couch in the middle of the top section (figure.3) (B) for operator's convenience.

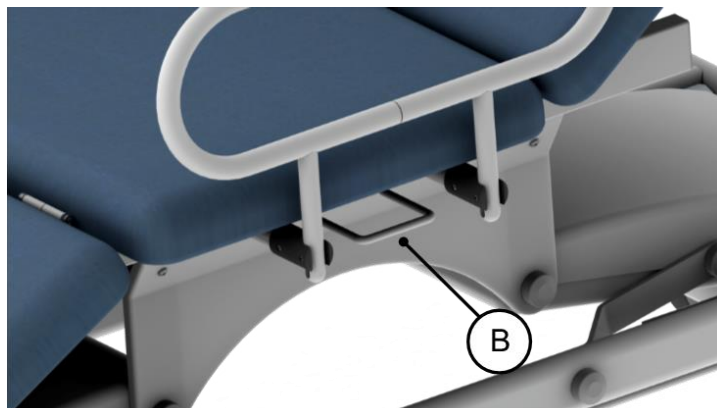


Figure 3.

4. OPERATION

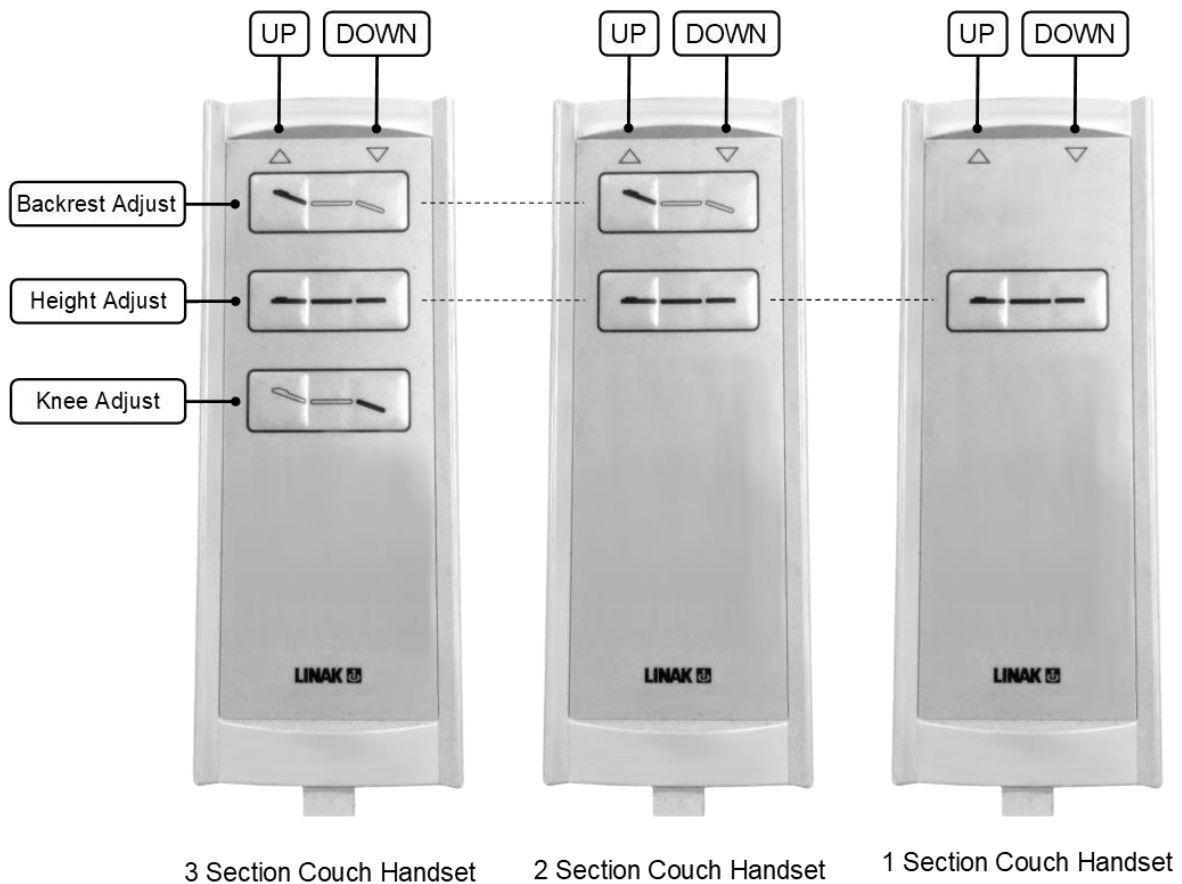
4.1 Handset Controls

 **WARNING**

It is recommended that the couch be positioned at its lowest height when unattended by caregivers to minimise the risk of patient injury from falls.

Ensure that there is adequate clearance between the outer extremities of the couch and other building fixtures and equipment when operating couch functions.

Adjustment of the couch occurs only while the button is pressed. Adjustment will stop when the button is release, or the movement selection reaches the end of its range of adjustment.



 **WARNING**

If the handset cable is accidentally run over or sustains damage or suspected damage in any way, immediately stop using the handset and perform full checks as detailed in the Maintenance Section of these instructions.

4. OPERATION - Continued



4.2 Platform Height Adjustment

To move the couch platform up or down, press and hold the appropriate button on the handset. The platform height can be adjusted through a range of 450mm low height to a high height of 940mm.



4.3 Backrest Adjustment

To move the backrest up or down, press and hold the appropriate button on the handset. The backrest can be adjusted through a range of between 0° and 75°.

WARNING

Care should be taken whilst operating the backrest function to ensure hands and fingers are away from potential squeeze hazards.



4.4 Knee Positioning Adjustment

To move the knee positioning section up and down, press and hold the appropriate button on the handset. The knee section is adjustable through a range of 0° to -45°, providing comfort and support to the patient's legs.

4.5 Battery Backup (optional)



NOTE: The batteries should be charged for 24 hours prior to first use. Bed operation will be slower when the power cord is unplugged and couch is powered by the batteries.

CAUTION

If battery backup is fitted and to ensure that the battery is kept fully charged and prevent damage to the battery always have the couch connected to the mains electricity supply during normal use. The battery is intended for short term use only. Its life will be reduced if it is used to power the couch for long periods.

(If Fitted) The couch battery backup system allows the electrically powered functions to be used for short periods if disconnected from mains power. Charging of the battery occurs when the couch is plugged to mains power. If the couch is not used for a long period of time it is recommended that the batteries are charged in accordance to the Transportation and Storage section in this manual.



An intermittent beep sounds whilst operating the couch on battery power indicates batteries require charging.

WARNING

Do not expose the battery to open flame or immerse in liquid.

4. OPERATION - Continued

4.6 Central Locking Castor System

The central locking castor system is operated by use of foot pedals found at the foot end of the bed.

 **WARNING**

Operate the brake pedals with your feet while wearing suitable shoes. Do not operate the pedals with your hands.



Pedal Neutral Position

With the pedals in the **Horizontal Free** position the brakes are released, and the couch can be moved in any direction.



Pedal Brake Position

With the pedals in the **Red - Down Brake** position the brakes are applied to all four castors of the couch simultaneously and the couch is immobilised.



Pedal Tracking Position

With the pedals in the **Green - Down Steer/Track** position, a single steering castor at the head end of the couch is engaged to provide better control when pushing the couch in a straight line.

 **CAUTION**

- Disconnect the bed power cable from the source before moving the couch.
- Do not remove the power cable from the source by pulling on the cord.
- Do not pull on the power cable or foot switch cable to manoeuvre the couch.
- Always disengage the castors to a "Fixed Mode" when couch is in a stationary position.

4. OPERATION - Continued

4.7 Fold-down Arms (if fitted)

The optional Fold-down Arms (if fitted) can be easily lowered when not required.

Note: The fold down arms for the Prioma 2 & 3 section couch are shorter in length than the Prioma 1 section couch. The functional requirements for both models are the same.

Prioma 2 & 3 Section Arm Length	530mm O/A	(Fig 1, 2 & 3)
Prioma 1 Section Arm Length	1000mm O/A	(Fig 4)

To Lower: Grip and hold the Arm in the middle of the top rail (A) and pull up as indicated by the directional arrow (fig 1.) to unlock.

Controlling the Arm allow it to pivot away from the couch (fig 2.) and swing down in a controlled manner (fig 3.)

To Raise: Pull the Arm away from the couch and allow it to pivot to an upright position. Once in an upright position, allow the Arm to slide down and lock in to position.

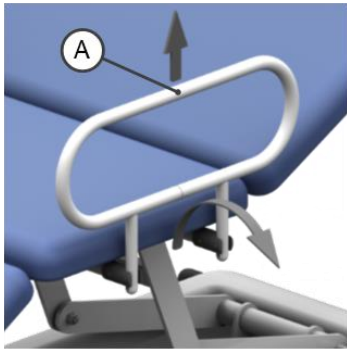


Fig 1.

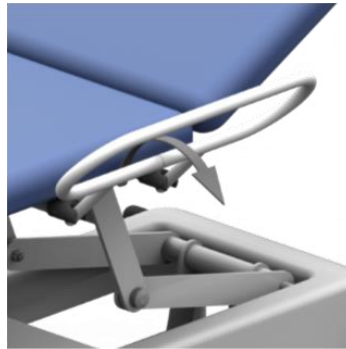


Fig 2.

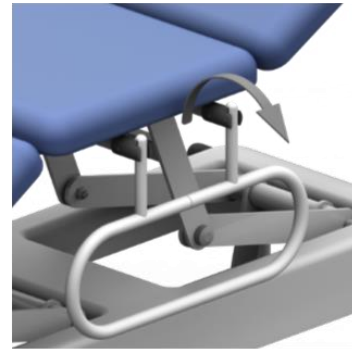


Fig 3.



Fig 4.

WARNING

Do not operate the Arms when there is potential of entrapment or crushing to the patient, caregivers, visitors and/or other equipment. Do not use other brand Arms on the Prioma couch.

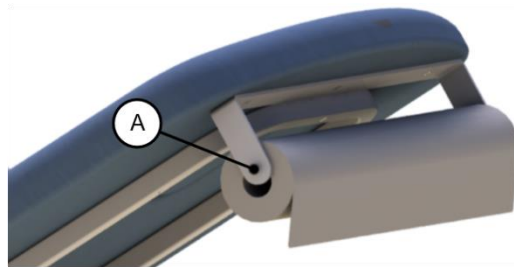
4. OPERATION - Continued

4.8 Paper Roll Holder (if fitted)

The Prioma couch can be equipped with a paper roll holder which (if fitted) is located at the head end of the couch.

To Install or Change the Paper Roll:

1. Remove M6 hexagon nut (A), at one end of the centre rod using 10mm ring spanner.
2. Partly slide out centre rod, just enough to remove empty paper roll.
3. Insert new paper roll over centre rod.
4. Re-insert the rod through bracket hole and secure in position by fitting M6 hexagon nut.
5. Paper roll is now ready for use.



5. PRODUCT CARE

 **WARNING**

Before cleaning always disconnect the couch from the mains power source.



It is strongly recommended that protective clothing be used when carrying out any cleaning processes on the Prioma Couch.
The following procedure also applies to the accessories.

5.1 Cleaning

Clean all surfaces with a disposable cloth soaked in a neutral detergent and hand hot water. Start by cleaning the upper sections of the couch working along all horizontal surfaces. Work methodically towards the lower sections of the couch and clean the castors last. Take extra care to clean areas that may trap dust or dirt. Wipe over with a new disposable cloth moistened with clean water and dry with disposable paper towels.

5.2 Disinfecting

After cleaning the couch as described above, wipe all surfaces with sodium dichloroisocyanurate (NaDCC) at a concentration of 1,000 parts per million (0.1%) of available chlorine. In the case of pooling body fluids, e.g. blood, the concentration of NaDCC should be increased to 10,000 parts per million (1%) of available chlorine.

 **CAUTION**

Do not use abrasive compounds or pads or phenol-based disinfectant solutions.
Do not use jet stream cleaning or wash tunnels.

5. PRODUCT CARE - Continued

5.3 Preventative Maintenance

The following preventative maintenance procedures should be carried out every 12 months.



Other than general maintenance activities all other service or repair work must be performed by qualified and trained persons who are approved by Arjo.



WARNING

The couch must be disconnected from the mains power supply before starting any maintenance activity. Avoid skin contact with lubricants.

GENERAL	
1	Examine the couch for obvious signs of damage. All aspects of the equipment should operate as intended. Check that all nuts, bolts and other fasteners are tight and are not missing.
2	Examine flexible cables and conduits for cuts, cracks, abrasions or other deterioration.
3	Check that the power supply plug is not damaged. If either the power cable or plug is damaged, then both the cable and plug must be replaced as a complete assembly by an approved service agent.
CASTORS	
1	Apply the brakes and push the couch forwards. If any of the four braking castors rotate the brake is not fully effective.
2	Check the steering lock castor for correct operation.
3	If either the brakes or the steering locks are not working correctly contact an approved service agent.
FOLD-DOWN ARMS	
1	Inspect the Arms for general wear and tear on fittings and pivot joints every six months. Check for rust, structural integrity of welds and paint finish every twelve months.
2	Raise the Arm and lock in position. Refer to the operating procedures in this manual for further instruction. Ensure that locking operation operates smoothly and check for wear and tear of pivot screw and arm posts.
PAPER ROLL HOLDER	
1	Check that the paper roll holder is securely attached to the couch and centre rod has not been compromised in any way.

6. PRODUCT CARE - Continued

BATTERIES

A beeping sound heard during normal couch operation means that the battery is at low charge. Reconnect the bed to the mains power supply for a minimum of 24 hours. If the problem reoccurs use step 2 below for verification.

Check the batteries condition every six months using the following procedure:

1. Make sure that the couch has been connected to the mains power supply for an uninterrupted 24 hour period.
2. Disconnect the couch from the mains power supply.
3. Apply a load of approximately 80Kg to the upholstered platform.
4. Raise and lower the platform from minimum low height to maximum high height three times.

If the couch does not operate correctly in step 4, perform steps 1 to 4 again. If the couch continues to operate incorrectly the batteries may need replacing. In this situation consult an approved service agent.

HANDSET CHECKS

Between each patient, Arjo strongly advises that the Preventative Maintenance checks are conducted on the Handset.

Preventative Maintenance Checks

Arjo recommends that the full check and testing regime is conducted between each couch use, or worst case during annual preventative maintenance. This should take no more than one (1) minute to complete.

Visual Inspection of Control Panel & Handset Casing

- 1.1 Inspect the outer plastic casing for any obvious cracks or damage.
- 1.2 Inspect for damage to the front cover (outer label) particularly over the buttons where the label may be torn or indented.

If any damage is identified while conducting checks 1.1 and 1.2, immediately decommission the couch and report the damage to maintenance staff.

Visual inspection of the cable and Cable insulation

- 2.1 Inspect the cable for any nicks or cuts in the insulation
- 2.2 Inspect for any evidence that the cable may have been squashed/flattened.

Squashed or flattened cables may indicate a possible break in the internal conductors or insulation causing conductors to short together, which could cause unwanted movement of the couch. Any handsets that are found with obvious damage to the cable insulation, immediately decommission the couch and report the damage to maintenance staff.

Tactile inspection of the buttons:

All buttons should be operated, and response tested. Depress each button on the handset. Each button should have a positive click that is also felt. If the button:

- does not have a click feel
- does not immediately operate the function
- feels soft offering no resistance
- feels different to the rest of the buttons
- travels further when depressed

Immediately report the damage to maintenance staff or quarantine the couch and contact an Arjo approved Technician.

5. PRODUCT CARE - Continued

5.4 Troubleshooting


Symptom	Possible Cause	Action
All actuators fail to work	Power disconnected.	Ensure mains supply lead is connected
	Control box and Footswitch plugs disconnected	Check the plugs are fully inserted in the control box.
	Blown fuse	Contact your local Arjo Service Department.
	Damaged footswitch cable	Replace footswitch
	Control box overheated due to excessive use exceeding duty cycle.	Allow control box to cool down.
One actuator fails to work	Actuator plug disconnected	Check that actuator plug is fully inserted in control box.
Brakes or steering lock not effective	Wear or damage	Adjust or replace castor

6. PRIOMA ELECTRIC COUCH SPECIFICATIONS


Dimensions

Couch Model	EC1	EC2	EC3
Number of Sections	1 section	2 section	3 section
Length (mm) (+/- 10mm)	1945	1945	1945
Width (mm) (+/- 10mm)	700	700	700
Width with Fold-down Arms (+/- 10mm)	755	755	755
Deck Height Range (mm) (+/-10mm)	450 to 940	450 to 940	450 to 940
Backrest Angle Adjustment (+/-5°)	N/A	75°	75°
Knee Angle (+/-5°)	N/A	N/A	-45°

Safe Working Load & Product Weight (approximate)

Couch (without accessories)	83 Kg	94 Kg	102 Kg
With Fold-down Arms Fitted	+12.0 Kg	+8.0 Kg	+8.0 Kg
With Fold-down Arms & Paper Roll Holder fitted (excluding paper roll)	+13.5 Kg	+9.5 Kg	+9.5 Kg
Safe Working Load SWL 	200 Kg	200 Kg	200 Kg
Maximum Patient Weight	165 Kg	165 Kg	165 Kg

Electrical Data

Power In	220V AC 50/60Hz, Max current 2.5A
Duty Rating	Intermittent 10%, Max 2 min / 18 min
Electric Shock Protection	Class 2 Type B 
Liquid Ingress Protection	IPX4
Internally Powered Equipment (Battery Backup Only)	2 x 12V Series Connected Batteries Sealed, Rechargeable Lead/Acid Gel 1.2 amp hrs.

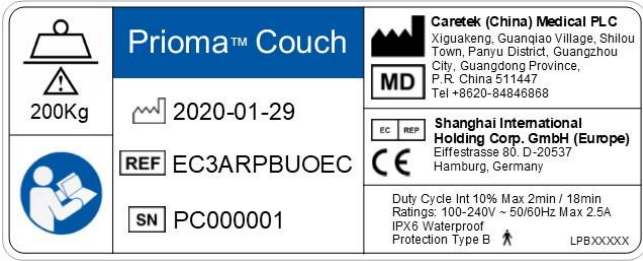









Standards

This product has been designed and manufactured to comply with International Standard IEC 60601-2-52 were applicable.

WARNING

The clinically trained person should consider the patients weight, size and mobility to establish the safe use of the Prioma couch.

7. PRODUCT IDENTIFICATION LABEL

Description	Symbol / Label
Prioma Couch Product Identification Label	 <p>The label contains the following information: <ul style="list-style-type: none"> Weight: 200Kg Date of Manufacture: 2020-01-29 Product Reference Number: REF EC3ARPBUOEC Serial Number: SN PC000001 Manufacturer: Caretek (China) Medical P.L.C. (Xiguakeng, Guanjiao Village, Shilou Town, Panyu District, Guangzhou City, Guangdong Province, P.R. China 511447, Tel: +8620-84846868) Manufacturer (Europe): Shanghai International Holding Corp. GmbH (Eiffestrasse 60, D-20537 Hamburg, Germany) CE Marking: EC REP Technical Specifications: Duty Cycle Int 10% Max 2min / 18min, Ratings: 100-240V ~ 50/60Hz Max 2.5A, IPX6 Waterproof, Protection Type B. </p>
Safe Working Load	
Refer to Instructions for Use	
Date of Manufacture	
Product Reference Number 11 Digit Code Representing Various Options & Build Types	
Product Serial Number	
Manufacturer	
Indicates the Product is a Medical Device – According to EU Medical Device Regulation 2017/745	
Manufacturers European Representative	
Complies with European Medical Device Directive	

8. PRODUCT LIFETIME & END OF LIFE DISPOSAL

8.1 Product Lifetime

The lifetime of this equipment is typically (10) years. "Lifetime" is defined as the period during which the product will maintain the specified performance and safety, provided it has been maintained and operated in conditions of normal use in accordance with the requirements provided in this instruction for use manual

8.2 End of Life Disposal

- Equipment that has electrical and electronic components should be disassembled and recycled per Waste of Electrical and Electronic Equipment (WEEE) or in accordance with local or national regulation.
- Components that are primarily made up of different kinds of metal (containing more than 90% metal by weight) for example bed frame, should be recycled as metals.

9. TRANSPORTATION & STORAGE

9.1 Environmental Protection

Incorrect disposal of this equipment and its components parts, particularly gas springs, actuators, batteries and other electrical devices, may produce substances that are hazardous to the environment. To minimise these hazards, contact Arjo for information on correct disposal.

9.2 Transportation and Storage

Handle with care: The Pacific couch should be stored in a clean, dry well-ventilated area. Do not drop and avoid shock or violent impact when transporting.

The following limits apply during transport and or a storage period of up to 6 weeks duration:

Ambient temperature	-15°C	To	+60°C
Relative humidity	10%	To	75%
Air pressure	50 kPa	To	106 kPa

The following limits apply to normal operating conditions and or periods of storage longer than 6 weeks:

Ambient temperature	+10°C	To	+40°C
Relative humidity	30%	To	75%
Air pressure	70 kPa	To	106 kPa

When storing the couch, or when the couch is not in use for prolonged periods of time it is recommended that the couch battery system be maintained periodically using the following guidelines:

Storage Temperature	Charging Interval
20°C or less	Charge batteries for 24 hours every 9 months.
20 to 30°C	Charge batteries for 24 hours every 6 months.
30 to 40°C	Charge batteries for 24 hours every 3 months.

10. WARRANTY AND SERVICE

Arjo's standard terms and conditions apply to all sales. A copy is available on request. These contain full details of warranty terms and do not limit the statutory rights of the consumer.

For service, maintenance and any questions regarding this product, please contact your local Arjo office or approved distributor. Arjo offices can be found at:

www.arjo.com/int/region-select/

Have the model number and serial number of the equipment to hand when contacting Arjo regarding service, spare parts or accessories.

11. REGULATORY INFORMATION



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At Arjo, we are committed to improving the everyday lives of people affected by reduced mobility and age-related health challenges. With products and solutions that ensure ergonomic patient handling, personal hygiene, disinfection, diagnostics, and the effective prevention of pressure ulcers and venous thromboembolism, we help professionals across care environments to continually raise the standard of safe and dignified care. Everything we do, we do with people in mind.



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