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QA3™ DRIVE DESIGN PATIENT STRETCHER SYSTEM

MPN	Name
21112	QA3™ *DRIVE* Patient Stretcher
21122	QA3™ *DRIVE* Emergency Department Patient Stretcher

Serial number 20470 onwards only - manufactured from 2019.

Frequency of service

A QA3™ *DRIVE* Stretcher variant is to be serviced once annually.

Lifetime

The life expectancy of a QA3™ *DRIVE* Stretcher variant is 10 years from date of introduction to clinical use, dependent on the level of care and maintenance. The performance of this device may reduce once the life expectancy has been reached and exceeded.

No component needs compulsory replacement during the lifetime of the device.

Day-to-Day maintenance

Before use, ensure all stretcher functions operate to their full range of movement and that all components disengage, re-engage and lock correctly. Also visually inspect the stretcher for any loose or damaged parts, foreign bodies caught in the castors and hydraulic fluid leakage.

If the stretcher is damaged or faulty it must be taken out of use with immediate effect and the fault reported to Anetic Aid or maintenance department. The stretcher must not be used until the damage or fault has been repaired.

Regulations

The following regulations will be adhered to as part of the servicing activities:

- Health and Safety at Work Regulations 1999 (management regulations)
- The Health and Social Care Act 2008 (Regulated Activities) Regulations 2014

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Guidance documents

The following guidance documents will be referenced as part of the servicing activities:

- 992013 – QA3 DRIVE Instructions for use.
- Medicines & Healthcare products Regulatory Agency: Managing Medical Devices Guidance for health and social care organisations.
- BS EN 62353 2014 - Medical electrical equipment — Recurrent test and test after repair of medical electrical equipment
- Document 94015-A6 or 94015-A7 & 94019 - Parts Identification Drawing to identify any component in need of replacement.

Calibration

A QA3™ *DRIVE* Stretcher variant does not require calibration to an accredited national standard.

Qualification of personnel

In line with the MHRA document, Managing Medical Devices, servicing should only be conducted by suitably trained personnel following manufacturer's guidelines.

Documented procedures

Following documented procedures as part of servicing activities is recommended.

Records

Records of servicing activities will be maintained to provide evidence of conformity and of effectiveness.

Records will remain legible, readily identifiable and retrievable. Changes to records shall remain identifiable.

Records will be maintained for at least the lifetime of the device.

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SERVICE SCHEDULE

1. Initial set-up & inspections

1.1. Ensure all four castors are trailing away from the foot-end.
1.2. Apply brakes.
1.3. Lower patient platform to lowest height (via raise & lower hydraulics).
1.4. Raise patient platform to full height (via raise & lower hydraulics).
1.5. Repeat raise & lower of platform, to full extents, from both sides, monitoring performance.
1.6. Raise patient platform to full height & mark raise & lower column, above base vac-forming column aperture.
1.7. Press the On / Off button to turn the device on.
1.8. Check the condition & function of the head-end membrane.
1.9. Check the calibration of the pop-up & backrest pushing handles.
1.10. Check the condition & function of the head-end membrane.
1.11. Check the condition & function of the IEC mains socket and mains lead.
1.12. Plug the device into mains and check that the device is charging.
1.13. Connect computer via mini B USB – connect via esense PowerTalk2 software.
1.14. Update software (Main) if prompted to.
1.15. Save report & review for error messages & charging routines.
1.16. Disconnect mini B USB lead and mains lead.
1.17. Monitor battery level throughout service.
1.18. Lift both Safety Side Rails into raised position.

2. Safety Side Rails

2.1. Check the condition of Safety Side Rail mouldings.
2.2. Visual inspection of Safety Side Rail boxes condition.
2.3. Check Safety Side Rail boxes fixings (tool tight).
2.4. Check function & condition of Safety Side Rail arms.
2.5. Check function & condition of Safety Side Rail latch.
2.6. Check fixings & condition of Safety Side Rail arm vac-formings.

3. IV Pole(s)

3.1. Check fixings & function of transfusion pole hooks.
3.2. Check function of transfusion pole(s) raise and lower.
3.3. Check fixings & function of transfusion pole casting.

4. Radiolucent Platform (21122 ONLY)

4.1. Check fixings & condition of SRBP boards & platform posts.
4.2. Check fixings & condition of SRBP board hinges.
4.3. Visual inspection of brass hinge pins.

5. Backrest and Pushing Handles

5.1. Check condition of backrest board & moulding.
5.2. Check fixings & function of pop-up pushing handles.
5.3. Check function & condition of backrest lever.
5.4. Check function & condition of gas strut.
5.5. Check fixings & condition of backrest vac-forming.
5.6. Check condition & rigidity of fixed pushing handles.
5.7. Check fixings & condition of backrest rotating buffers.
5.8. Check function of tilt damper lever & damper.

6. Body Section

6.1. Check the condition of body section board & moulding.
6.2. Check fixings & condition of body section rotating buffers.
6.3. Check fixings & condition of body section vac-forming.

7. Tilt Damper, Column & Internal Inspection

7.1. Check fixings & condition of tilt damper.
7.2. Check fixings & condition of tilt damper vac-forming.
7.3. Check fixings of column plate.
7.4. Check condition of column stability.
7.5. Visual inspection of internal fixings.
7.6. Visual inspection of internal welding.

8. Base vac-forming, Castors & Brakes

8.1. Check condition of base vac-forming.
8.2. Remove base vac-forming fixings and lift the cover.
8.2. Checking fixings & condition of brake pedals.
8.3. Check the integrity of the brake sensor and check its performance.
8.3. Check position of mark made on raise & lower column (1.6).
8.5. Check castor fixings & condition.
8.6. Check castor tyre & rotational brake functions.
8.7. Check the rigidity of the unison between brake pedals (brake linkage).
8.8. Check the fixings & condition of the brake linkage & change levers.

9. DRIVE Wheel

9.1. Check performance of DRIVE wheel.
9.2. Check condition of DRIVE wheel, its fixings and cable connection.
9.3. Check DRIVE wheel cable is secured to base frame.
9.2. Check condition & performance of DRIVE wheel pedal.

10. Raise & Lower Hydraulics & Base Frame Inspection

10.1. Check the condition of the raise & lower hydraulics.
10.2. Check the condition of the cover and pad.
10.3. Check fixings for raise & lower hydraulics.
10.4. Check the condition of the raise & lower hydraulics pedals and fixings.
10.5. Check the condition of the earth continuity strip.
10.6. Visual inspection of base frame welding.
10.7. Lower base cover and re-attach fixings.

11. Electrical Safety Analysis

11.1 Perform electrical safety analysis – Class I.

12. Miscellaneous

12.1. Check the age & condition of the mattress.
12.2. Evaluate overall condition of trolley.

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End of Document

Date of Change	Issue No.	Brief Description of Change	Signature
22nd May 2024	1	Replaces document reference 992052