

### GENERAL SAFETY WARNING

Please ensure these instructions are fully read and implemented. Failure to do so may result in injury. Retain these instructions in a safe place for future reference.

### 1.0 INTENDED USE

The transfer aid is designed to provide assistance when rising from and lowering into a seated position. It can also be used indoors to complete short distance transfers and to ease manoeuvring of users in confined spaces.

The user must be able to support their own weight and maintain balance for prolonged periods of time. They must also be able to grasp the handles and understand basic instructions.

### 2.0 SAFETY

- **Do not exceed the maximum user weight of 24st, 155Kg.**
- Always perform a risk assessment prior to use, including safe moving distance.
- Do not use the product outdoors. Do not use in shower or bathing rooms unless transferring from the toilet.
- Only use on level surfaces and take care over door thresholds. Do not use on deep pile carpets.
- Always plan the route to avoid obstacles prior to use. The carer must have visibility around the user when transporting.
- The carer must act as a counterbalance when the user is rising and lowering. Ensure the carer's body weight is sufficient to counterbalance the user's body weight.
- Always engage the brakes when the user is stepping on or off the product.
- Check the user's feet are centrally located on the platform.
- NRS recommend the user wears the optional safety belt at all times when using the aid to transfer users over distances > 1 — 2 metres, see section 5.0.
- Do not leave the user unattended when using the product.
- Not to be left in an area with unsupervised children present.





Figure 1 — User Side



Figure 2 — Carer Side



Figure 3

Brake Lever

Castors

Wheels

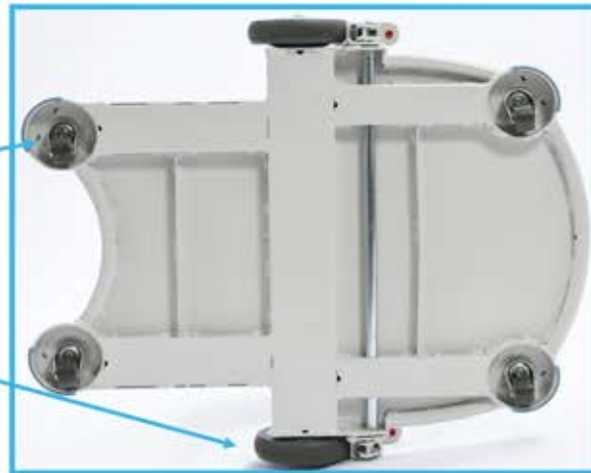


Figure 4

TECHNICAL SPECIFICATION - ALL DIMENSIONS IN MM (INCHES)

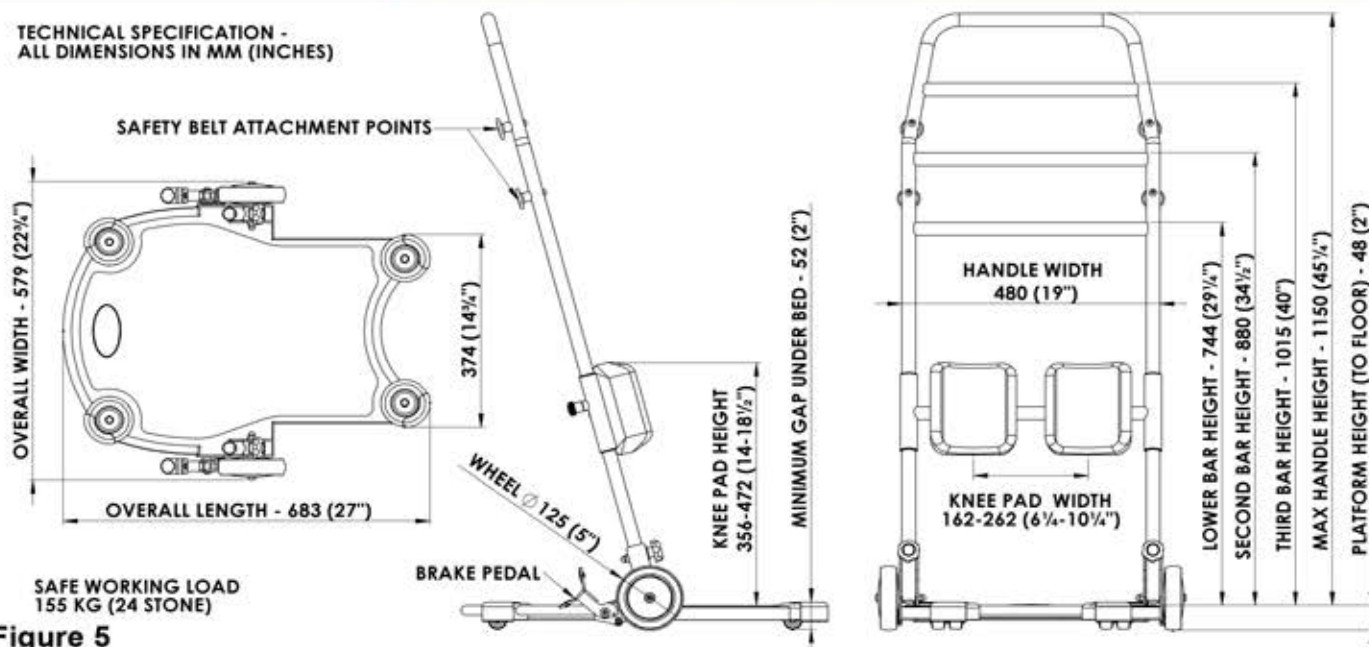


Figure 5



### 3.0 ASSEMBLY

The product is packaged in two parts; the handle, with knee pads attached and the standing platform.

#### 3.1 To attach the handle to the platform:

1. Position the handle over the standing platform ensuring the letter 'F' facing the user side, figure 6.
2. Slot the ends of the handle into position. Ensure the slot in the tube sits over the metal pin on both sides, figure 6.
3. Secure the handle by inserting and tightening the hand wheels, figure 7.

*Ensure the handles are fully tight before use and periodically check for tightness.*



Figure 6 — Metal Pin



Figure 7

#### 3.2 Rotating the knee pads:

The knee pads need to be rotated by 180 degrees before use.

1. Push the knee pad to rotate around the cross bar, figure 8, so that they are facing the front, see figure 1.



Figure 8

#### 3.3 To adjust the height of the knee pads:

1. Pull the two plungers, figure 9.
2. Slide the knee pad bracket up or down the handle frame to the required height, figure 10.
3. Release the two plungers and move the bracket until it locks into position.



Figure 9

#### 3.4 To adjust the horizontal and angular position of the knee pads:

1. Slide the pads left and right along the cross bar, figure 10.
2. Push the knee pad to rotate around the cross bar, figure 8.

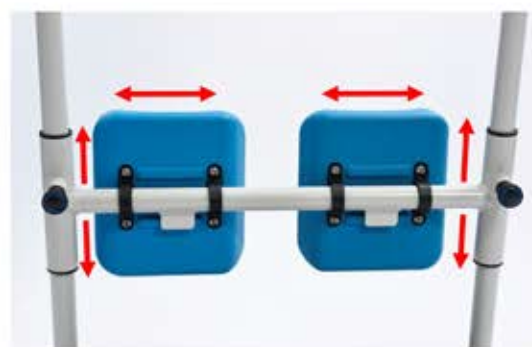


Figure 10

## 4.0 USE

### **Please Note:**

*The carer must act as a counterbalance when the user is rising and lowering. Consideration should be given to whether the carer's body weight is sufficient to counterbalance the user's.*

### **4.1 Using the Transfer Aid to rise to a standing position:**

1. Position the transfer aid at the feet of the seated user. Allow the user to place their feet on the platform, figure 11.
2. Slide the transfer aid further towards the user such that the knee pads touch their shins, figure 12.
3. Position the knee supports such that the top of the pads sits just below the knees of the user, figure 13.
4. Lock the brakes by pushing down firmly on the red section of the brake lever, figure 14.
5. Stand behind the aid, facing the user, with one foot on the platform and hold the handles, figure 15.
6. Counterbalance the aid whilst the user uses the horizontal bars to support themselves as they rise, figures 16 & 17.

*Ensure the user takes care to avoid bumping their head against the handle.*

7. Once the user is standing, figure 18, check they are comfortable and that their weight is centred over the platform.



Figure 11



Figure 12



Figure 13



Figure 14



Figure 15



Figure 16



Figure 17



Figure 18



## 4.2 Using the Transfer Aid to transfer a user over short distances:

Always plan the route and test the movement of the Transfer Aid on the surfaces to be traversed prior to use.

NRS strongly recommend the user wears the optional safety belt when using the aid for transfers over distances >1—2 metres or if the user has difficulty standing unassisted for extended periods — see section 5.

1. Unlock the brakes by pushing forward on the green section of the brake lever, figure 19.
2. Manoeuvre the user to the required position by pushing or pulling the transfer aid with the handle, figure 20.
3. When the new destination is reached lock the brakes by pushing down on the red section of the brake lever, figure 21.



Figure 19



Figure 20



Figure 21

## 4.3 Using the Transfer Aid to lower to a seated position:

The user should be able to feel the edge of the seat etc. against the back of their legs.

Ensure the brakes are locked before allowing the user to lower.

1. Stand behind the aid, facing the user, with one foot on the platform and hold the handles, figure 22.
2. Counterbalance the aid whilst the user uses the handles to support themselves as they lower, figures 23 & 24.
3. Once the user is seated, unlock the brakes by pushing forward on the green section of the brake lever, figure 19.
4. Wheel the transfer aid out of the way of the seated user, figure 25.



Figure 22



Figure 23



Figure 24



Figure 25



## 5.0 USING THE SAFETY BELT

### **Please Note:**

NRS recommend the user wears the safety belt at all times when using the aid for transfers over any distance >1—2 metres or if the user has difficulty standing unassisted for extended periods.



Figure 26



Figure 27

### **3 Sizes of belt are available:**

Product Code	Size	User Hip Size
P11449	Small	90cm — 105cm 35" — 41"
P11450	Medium	100cm — 120cm 39" — 47"
P11462	Large	115cm — 140cm 45" — 55"



Figure 28



Figure 29

### **5.1 To fit the belt for short distance transfers:**

1. Pass the belt loosely around the standing user, figure 26.
2. Position the belt under the bottom and lower back such that the elastic section is at the top, figure 27.
3. Fasten using the Velcro strap, figure 28.

*Ensure the belt fits snugly around the user and cannot slide up or down.*

4. Attach one of the straps to the transfer aid by looping over one of the buttons on the handle frame, figure 29, 30.

*There are two button heights. Choose the height which gives the most comfortable belt location for the user. The belt should be fixed to buttons at the same height on each side.*

5. Pull the strap down until it is fully engaged over the button, figure 31.
6. Pull the other strap taught and secure it by looping over the corresponding button on the handle frame, figure 32.
7. To release the belt, reverse these actions.



Figure 30



Figure 31



Figure 32



## 5.2 For added support when rising or lowering:

The belt is primarily to provide additional support to the user during transfers. If it is to be used to assist the user when rising and lowering, consideration should be given to the number of carers needed to do so. NRS recommend a minimum of two.

A risk assessment should be completed prior to use and the carers must comply with good manual handling practice.



Figure 33



Figure 34

### 5.2.1 To fit the belt when the user is seated:

1. Pass the belt loosely around the user, figure 33.
2. Position the belt under the bottom and lower back such that the elastic section is at the top, figure 34.
3. Fasten using the Velcro strap, figure 35.



Figure 35



Figure 36

Ensure the belt cannot slide up or down and the handles on the sides are accessible, figure 36.

### 5.2.2 To assist rising:

Position the aid in front of the seated user, see section 4.1.

1. Both carers place one foot on the aid and hold the handle to counterbalance the aid, figure 37.
2. Guide the user to a standing position using the handles on the sides of the safety belt, figures 38, 39.
3. Once the user is standing, figure 40, secure the belt to the aid, see section 5.1.



Figure 37



Figure 38

### 5.2.3 To assist lowering:

Position the aid in front of the seat, see section 4.3.

1. Both carers place one foot on the aid and hold the handle to counterbalance the aid, figure 40.
2. Hold the handles on the side of the safety belt and unhook the belt from the aid, see section 5.1.
3. Guide the user to a seated position using the handles on the sides of the safety belt, figures 39, 38.



Figure 39



Figure 40



## 6.0 CLEANING

- To clean the Transfer Aid, use a general purpose, mild detergent and warm water.
- To clean the belt, hand wash at a low temperature using a mild detergent. Do not use bleach. Do not machine wash.
- Please check the suitability of the cleaning product before use. Do not use abrasive cleaners or cloths as this will permanently damage the surface and invalidate any warranty.
- To disinfect the transfer aid, wipe with a dilute bleach solution and rinse thoroughly with fresh water. Do not bleach the safety belt.
- Ensure the product is fully dried prior to use/storage.
- The Transfer Aid can be steam cleaned. Do not steam clean the safety belt.

## 7.0 MAINTENANCE

- Check the handle frame fixings are tight, see section 3.1.
- Check the castors are securely fitted and are free to rotate, figure 4. Periodically, remove any build-up of dirt/debris.
- Check the brakes are operational and that there are no signs of wear.
- Check the adjustment of the knee pad bracket runs smoothly and securely locks in position.
- Store the Transfer Aid on a flat surface with the brakes locked, out of reach of children.
- Periodically inspect the product for signs of wear. Any suspected faults or damage should immediately be reported to the supplier and the product taken out of use.

## 8.0 ACCESSORIES & SPARE PARTS

- **Optional Safety Belt:** Small (P11449), Medium (P11450), Large (P11462).
- Full set of spares available to enable the product to be repaired / refurbished:

Pair of Knee Pads (P11539)	Pair of Harness Fixing Knobs (P11541)
Set of Castors (P11565)	Pair of Wheels (P11577)
Brake Assembly (P11589)	Set of Plastic Bumpers (P11553)
Pair of Handle Hand-wheels (P11590)	

## 9.0 PRODUCT GUARANTEE

NRS Healthcare guarantee this product for a period of 12 months, from the date of purchase, against faulty materials and workmanship. This guarantee does not cover; abuse, misuse, interference or tampering with any part of the product.

Any guarantee issued by NRS Healthcare does not affect your statutory rights.



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