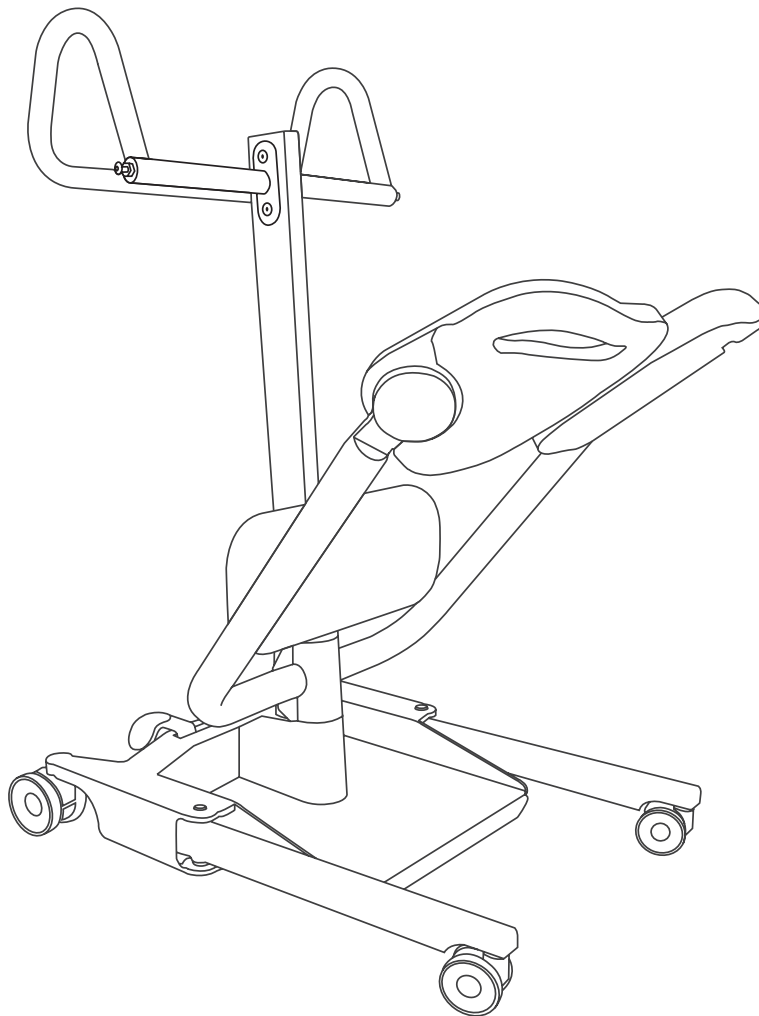


USER INSTRUCTION MANUAL

Oxford[®] Up

To avoid injury, read user manual
prior to use.



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1. Introduction

The Oxford Up is an assistive standing and transfer device, designed for moving a person over short distances. This might be from bed to chair, chair to wheelchair or to and from a toilet/commode, for example. The Up has a compact footprint, enabling effective use, even in confined spaces.

The packing consists of a strong, purpose built carton that is used for both export and domestic markets to ensure the safe arrival of the product.

To properly maintain your product please refer to the maintenance schedule included in this document. If you are at all unsure what your country's servicing requirements are, please check with your authorised distributor and/or a local government agency.

The CE mark:



The Oxford Up carries the CE mark and complies with the following EC directives:

- Medical Device Directive MDR 2017/745

Statement of Intended Use

The Oxford Up is intended for use by an individual who has the ability to stand unassisted or with minimal assistance. It will enable their transfer from one resting surface to another, such as from a bed to a chair. It is an active product for users who can contribute effort to the standing and transfer process. By encouraging user participation, the Up can be a valuable rehabilitation aid, improving natural function and tone. The Up is designed for indoor use and for transfers on flat surfaces, over short distances only.

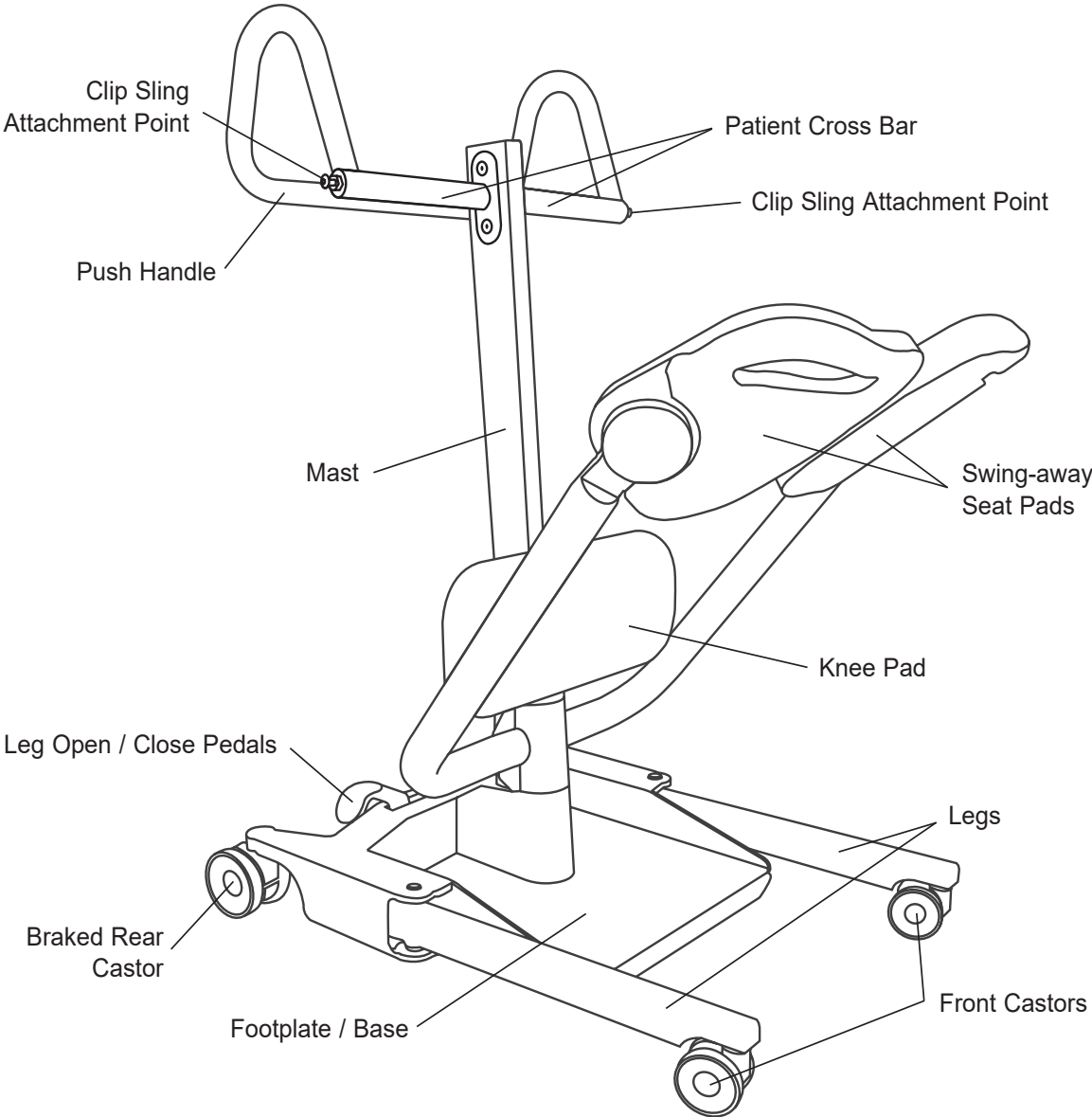
Expected Service Life

Oxford Professional products are designed and tested for a minimum service life of ten (10) years, subject to the use and maintenance procedures stated in this manual. Use, other than in accordance with these instructions, may compromise service life.

Serious Incident Reporting

In the event of a serious incident taking place during use of this product, affecting the patient and/or care-giver, it must be reported to the product manufacturer or authorised distributor. Should the incident take place within the European Union (EU), it must also be reported to the local competent authority within the member state. Please contact Joerns Healthcare in the first instance for advice and guidance.

The Oxford Up Stand Aid



2. Assembly & Commissioning Instructions

Carton Contents



The Oxford Up components will need to be lifted with care. You may need assistance to lift the components from the carton and during assembly.

Place the carton in a clear working area and open carefully.

The carton contains:

- Oxford Up (Disassembled)
 - 1 x Base
 - 1 x Seat support tube section
 - 1 x Mast
 - 1 x Mast locking knob
- User Guide (This document)

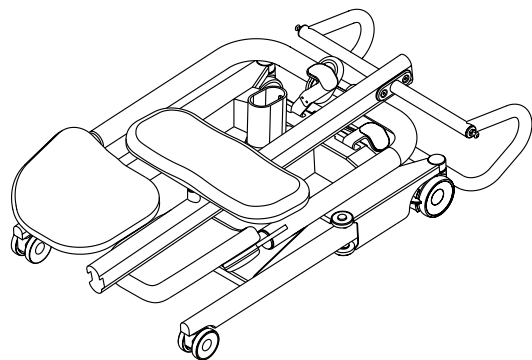
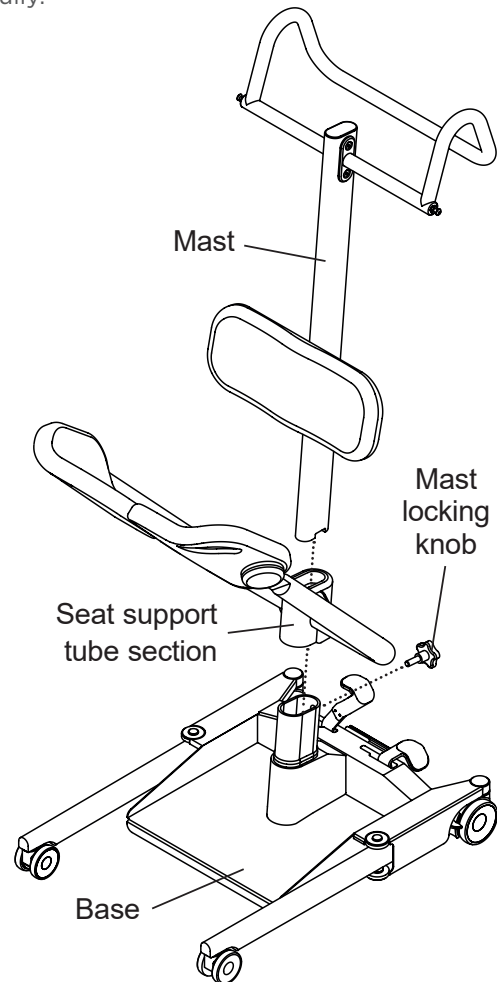
Preparation for Use (Assembly)

The Oxford Up requires some assembly once removed from its packaging, as follows:

1. Place the base (castors down) onto a flat surface and apply both rear castor brakes.
2. Insert the seat tube section over the base spigot, ensuring full and positive engagement.
3. Fully insert the mast in through the top of the seat support tube section locating hole, ensuring the mast engagement line (decal) sits flush with the top edge.
4. Insert the mast locking knob through the hole on the back of the seat support tube section, turning clockwise until it is hand tight.
5. Check and verify secure fitment of all components and ensure you are aware of all safety and operating guidance within this manual, prior to use.

Disassembly

The Oxford Up can be disassembled for storage and transportation by reversing steps 2 - 4, above. Take care to retain the mast locking knob for reassembly.



3. Safety Precautions

Please read and follow the safety precautions listed below. The operation and use of Oxford products is simple and straightforward. Following these few basic safety precautions will make transfer operations easy and trouble free.

READ AND UNDERSTAND THE USER INSTRUCTIONS BEFORE USING YOUR UP.

WARNING: Important safety information for hazards that might cause serious injury.

CAUTION: Information for preventing damage to the product.

NOTE: Information to which you should pay special attention.



- ALWAYS carry out a full and thorough risk assessment prior to using the Up.
- In order to use the Up safely, the patient must display the following abilities:
 - Support their own body weight while standing
 - Maintain balance for an extended period while standing (with support)
 - A firm grip in order to grasp the frame handles for support and stability
 - Ability to understand and carry out instruction
- The Up is intended for short transfers on flat/even floors.
- ALWAYS plan your transfer operations before commencing.
- ALWAYS carry out the DAILY CHECK LIST before using this product.
- ALWAYS familiarise yourself with the operating devices and safety features of this product before use.
- DO NOT use a sling or belt unless it is recommended for use with the device.
- ALWAYS check the sling/belt is suitable for the particular patient and is of the correct size and capacity.
- NEVER use a sling/belt which is frayed or damaged.
- ALWAYS fit a sling/belt according to the user instructions provided.
- ALWAYS check the safe working load of the product(s) is/are suitable for the weight of the patient.
- ALWAYS carry out transfers according to the instructions in the user manual.
- NEVER attempt to bypass a safety feature because it seems easier to operate the product.
- NEVER force an operating or safety device. All devices are easy to use and do not require excessive force to operate. If a device is not working easily there will be a reason. Forcing will only strain or damage the product and may compromise safety.
- To avoid inadvertent contact with the rear braked castors during transfer, and possible injury, ENSURE the patient's feet are correctly positioned on the footplate.
- ALWAYS apply both brakes after positioning the Up into position in front of the patient prior to asking them to stand.
- When transferring to or from a wheeled/movable surface such as a commode, wheelchair or bed, ensure the brakes (of that surface) are applied to avoid any inadvertent movement and ensure a safer, more stable transfer.

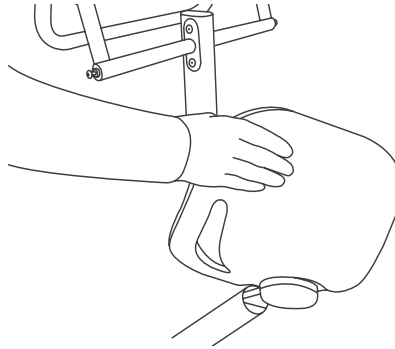
- DO NOT attempt to manoeuvre the device by pushing on the patient.
 - ALWAYS manoeuvre the device using the handle provided. DO NOT attempt to apply side force to the base or frame of the device in order to manoeuvre.
 - DO NOT push a loaded device at speeds exceeding a slow walking pace (3 kilometres/hour 0.8 metres/second).
 - DO NOT push the device over wet surfaces, uneven or rough ground or surfaces littered with debris, particularly when loaded.
 - DO NOT attempt to push or pull a loaded device over a floor obstruction of which the castors are unable to ride over easily.
 - DO NOT bump the device down steps, loaded or unloaded.
 - DO NOT attempt to negotiate a loaded device on a slope which exceeds 1:12 (approximately 5 degrees). Joerns Healthcare recommend a second helper is present when moving a patient on a slope.
 - DO NOT park a loaded device on ANY sloping surface.
 - DO NOT transfer a patient unless you are trained and competent to do so.
 - Your device is for patient standing and transfers. DO NOT use it, or allow it to be used, for any other purpose.
 - DO NOT use this product for self transfers; a patient must always be assisted by caregiver(s).
 - ENSURE the caregiver(s) wear appropriate footwear when using this product.
 - OXFORD RECOMMENDS THE USE OF GENUINE OXFORD PARTS. Oxford sling/belt and transfer products are designed to be compatible with one another. For country specific guidance on sling/belt use and compatibility, please refer to the sling/belt label or contact your local market distributor or Joerns Healthcare.
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4. Operating Instructions

1. Swing-away Seat Pads

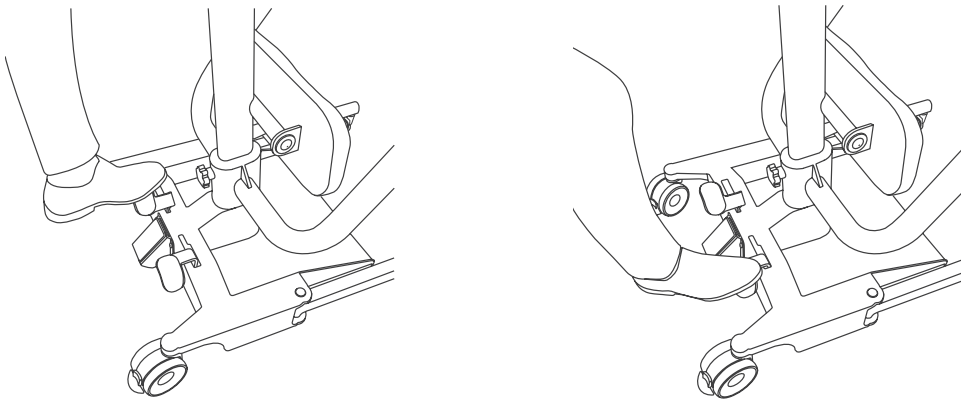
The seat pads are designed to swing-away allowing easy access for the patient when standing. There is an integrated handle on the back of each seat pad to facilitate this.

Once the patient is in position and standing, the seat pads can be returned to the seated position, allowing the patient to sit down.



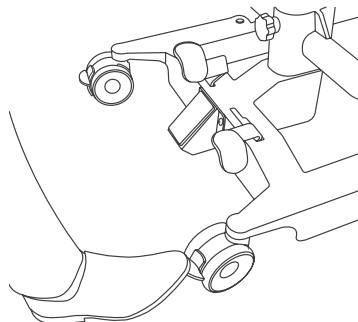
2. Opening & Closing the Legs

The legs of the Up can be opened and closed to allow easier positioning around furniture. To open the legs, push down the left hand pedal. To close, push down the right hand pedal.



3. Applying the Brakes

Each castor can be braked independently by pressing down firmly on the integrated brake pedal. To release the brakes, simply manoeuvre the pedal back up.



4. Approaching the Patient with the Oxford Up

The following guidance applies no matter what the surface you are transferring from, whether it be a chair, wheelchair, bed, toilet or commode.



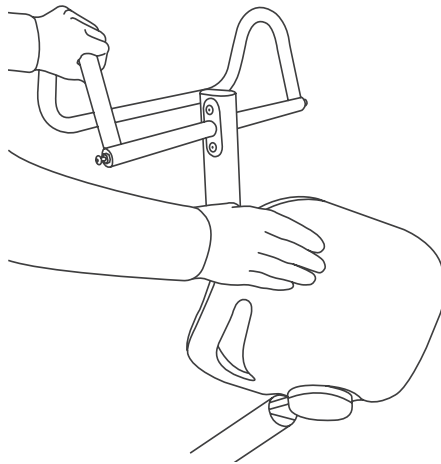
WARNING

ALWAYS carry out a full and thorough risk assessment prior to using the Up.

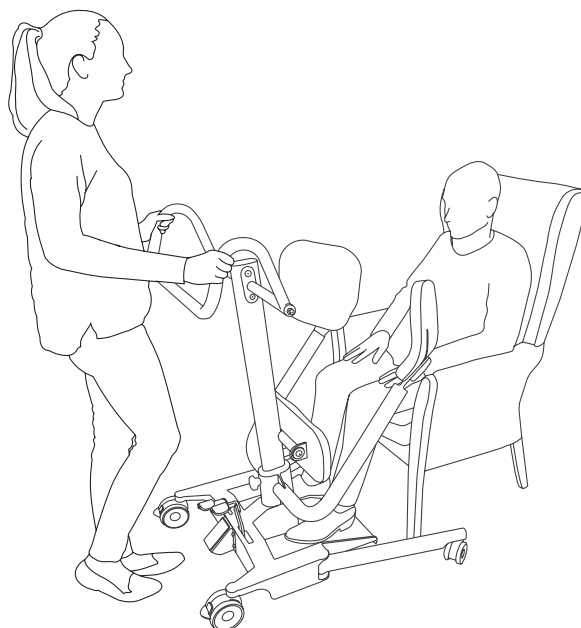
Maintain a dialogue with the patient, ensuring they understand what is happening and they are comfortable and at ease.

If a sling has been deemed necessary as part of the risk assessment, ensure you have the appropriate, compatible style and size.

Rotate the swing-away seat pads into the open position to allow patient access.



To gain improved access around large chairs and bulky commodes, open the legs of the Up before approaching the patient.

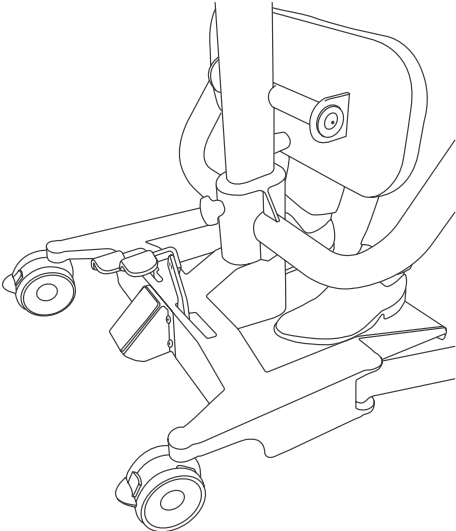


Carefully wheel the Up into position, in front of the patient, placing their feet on the footplate with their knees resting comfortably against the cushioned knee pad.

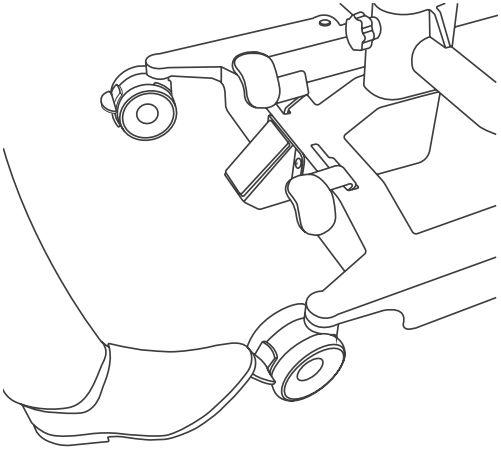


WARNING

To avoid inadvertent contact with the rear braked castors during transfer, and possible injury, ENSURE the patient's feet are correctly positioned on the footplate.



Once the patient is comfortably in position, apply both castor brakes.



5. Assisted Standing and Transfers with the Oxford Up

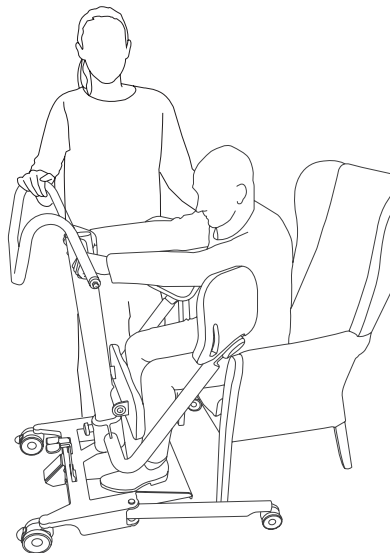
The following guidance applies regardless of the surface you are transferring to, whether it be a chair, wheelchair, bed, toilet or commode.



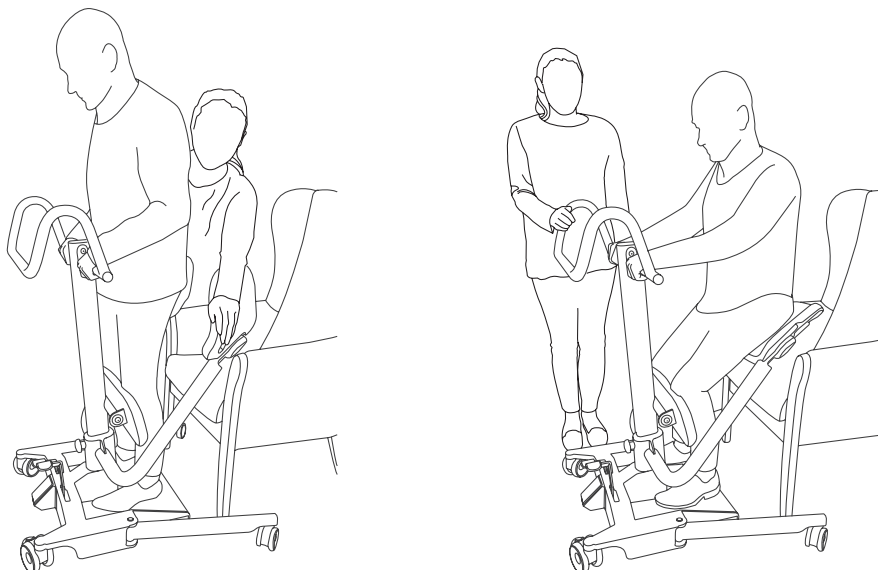
When transferring to or from a wheeled/movable surface such as a commode, wheelchair or bed, ensure the brakes (of that surface) are applied to avoid any inadvertent movement and ensure a safer, more stable transfer.

Ask the patient to grasp the crossbar and prepare to raise themselves to a standing position. Offer words of encouragement and provide assistance as required.

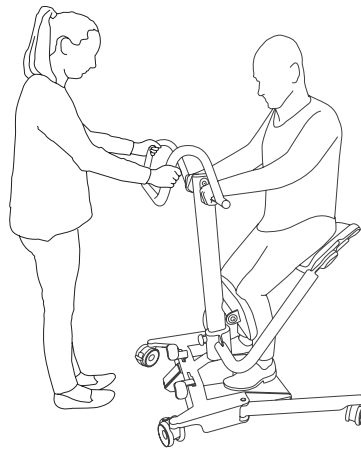
NOTE: The patient's knees should remain in contact with the knee pad throughout the standing and transfer process.



Once the patient is standing, rotate the swing-away seat pads into the seated position before asking the patient to carefully lower themselves into a seated position.



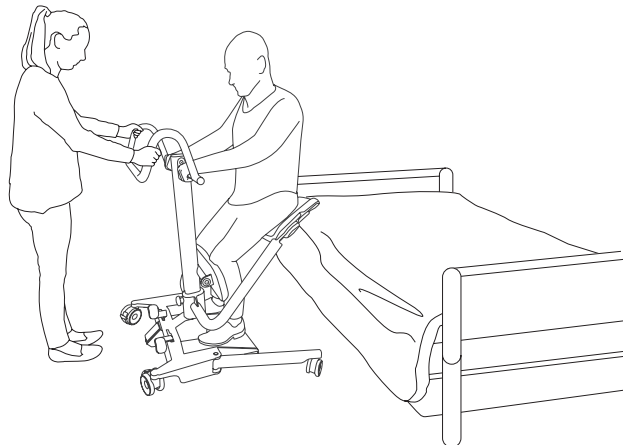
Ensure the patient is comfortable and fully supported before releasing the brakes and proceeding carefully with the transfer.



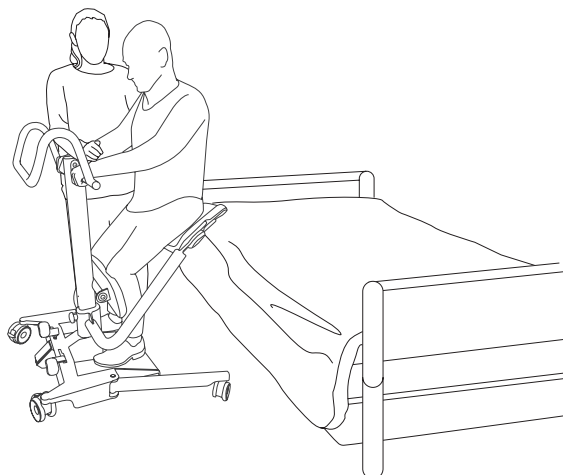
WARNING

When transferring to or from a wheeled/movable surface such as a commode, wheelchair or bed, ensure the brakes (of that surface) are applied to avoid any inadvertent movement and ensure a safer, more stable transfer.

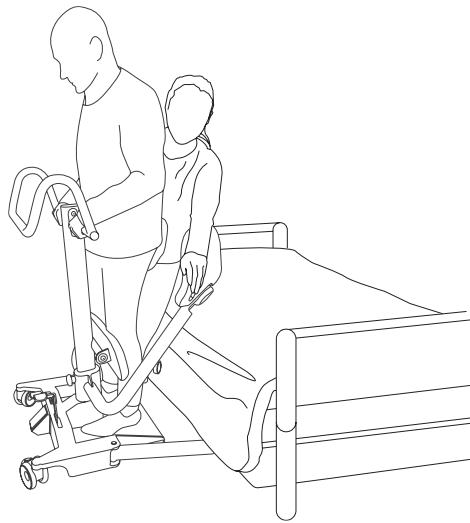
Wheel the patient directly in front of the target surface and apply the brakes. Open the Up's legs to help navigate and get close to wider furniture including bulky commodes and armchairs.



Ask the patient to grasp the crossbar and raise themselves into a standing position, providing assistance if required.



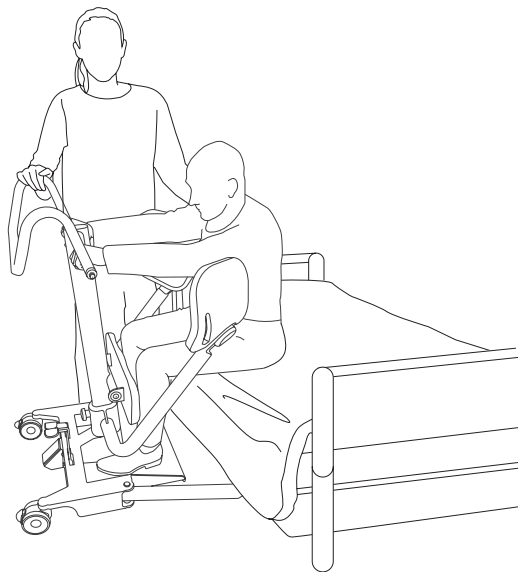
Once the patient is standing, rotate the swing-away seat pads into the up position, providing a barrier-free space in behind.



WARNING

When transferring to or from a wheeled/movable surface such as a commode, wheelchair or bed, ensure the brakes (of that surface) are applied to avoid any inadvertent movement and ensure a safer, more stable transfer.

With the patient continuing to grasp the crossbar, ask them to carefully lower themselves on to the target surface, providing assistance as necessary.



6. Sling Compatibility & Attachment

A thorough and careful risk assessment **MUST** be conducted prior to using any sling.

Joerns Healthcare recommends that slings be checked regularly and particularly before use for signs of fraying or damage. **DO NOT** use slings that are worn or damaged.



OXFORD RECOMMENDS THE USE OF GENUINE OXFORD PARTS. Oxford sling, lift and transfer products are designed to be compatible with one another. For country specific guidance on sling use and compatibility, please refer to the sling label or contact your local market distributor or Joerns Healthcare.

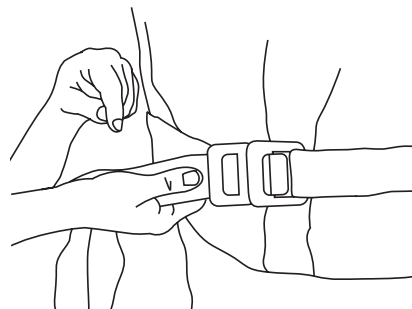
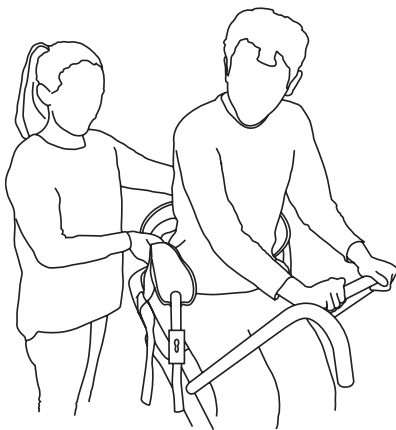
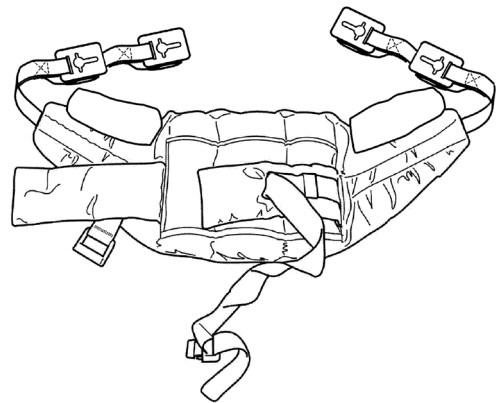
Refer to maximum weight capacity of product. Sling capacity is limited by the maximum capacity of the product it is used on.

Oxford Deluxe Standing Sling (with Clips):

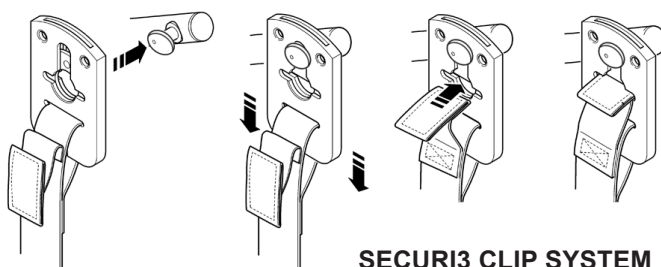
NOTE: For full fitting instructions, please refer to the user guide supplied with each sling.

If your patient would benefit from additional reassurance and support, the Oxford Deluxe Standing Sling with clips can be used in combination with the Up.

Place the sling around the patient just above the waist line and secure the waist belt around the patient using the clip. This strap need not be tight. It is there to hold the sling in position while attaching the sling to the Up. Ensure that the client's arms are outside the sling.



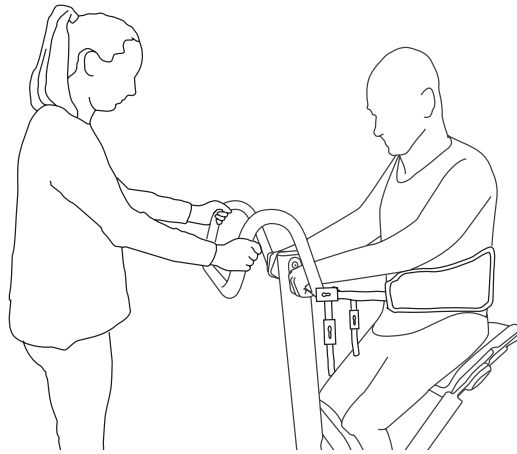
When fitted to the patient, the sling is connected to the clip attachment pins by using the Securi3 clip system (step by step guide as follows). To remove, simply reverse this procedure.



PLEASE NOTE:

1. Attach Securi3 clips to the attachment pins as described in the illustration shown.
2. Ensure all green safety loops are inserted and green dots are visible before transferring.

NOTE: Use the appropriate clip to achieve a natural seated position that provides good, comfortable support without pulling the patient forward or allowing them to lean back and become unbalanced.



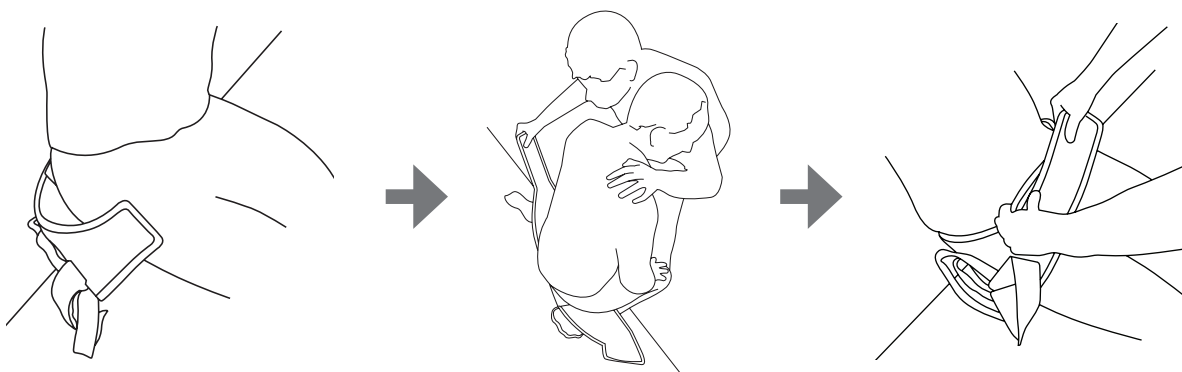
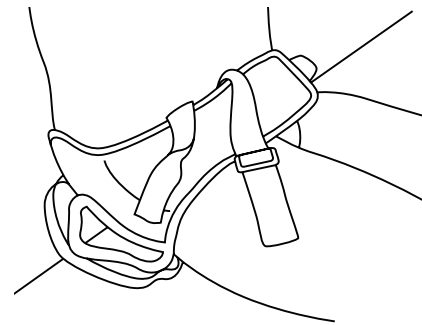
Continue with the transfer according to the guidance in this document.

Oxford Patient Handling Belt:

NOTE: For full fitting instructions, please refer to the user guide supplied with each sling.

The Oxford Patient Handling Belt can be used to assist with moving and handling tasks including assisted standing.

Position the Patient Handling Belt around the back of the patient, ensuring the guidance label is on the outer side and the elasticated section is at the top. Once the belt is in the correct position, fasten the Velcro, ensuring positive and secure attachment. Ask and/or assist the patient to lean forwards before positioning the lower belt section underneath, towards the ischial tuberosities.



In addition to fastening the Velcro belt, ENSURE the clipped strap is also firmly secured around the waist.

Adopting a wide, stable base and using the side handles, carer assistance can be provided to help the patient rise from a seated position.

5. Maintenance Schedule & Daily Check List

All Oxford products are designed for minimum maintenance, however some safety checks and procedures are required. A schedule of DAILY tasks are detailed below.

Daily checks and regular inspection will ensure your product is kept in optimum safe working condition. A list of spare parts is available upon request.

Daily Check List:

Joerns Healthcare strongly recommends the following checks be carried out on a daily basis and before using the Up.

- **ENSURE** the product moves freely on its castors.
- **ENSURE** both castor brakes are operational and engage correctly.
- **ENSURE** the legs open and close correctly.
- **ENSURE** the mast locking knob is installed and hand tight.
- **ENSURE** the knee pad is secure and pivots freely.
- **EXAMINE** the seat pads for freedom of rotation and signs of excessive wear.
- **EXAMINE** the sling attachment points for excessive wear. If in doubt - do not use.
- **EXAMINE** slings for fraying or other damage. DO NOT use any sling if damaged or if the sling shows signs of wear.
- **INSPECT** the frame and base for signs of cracks, damage or distortion.

Spare Parts & Repairs:



WARNING

JOERNS HEALTHCARE RECOMMENDS THE USE OF GENUINE OXFORD PARTS.

Please contact your local authorised Oxford service provider to arrange replacement parts and repairs. If you are unsure of the organisation you need to contact, our customer service team will be more than happy to assist you. Contact details can be found on the reverse cover of this manual.

Cleaning:

Using a clean, damp cloth, wipe clean with ordinary soap and water and/or any hard surface disinfectant. Harsh chemical cleaners or abrasives should be avoided as these may damage the surface finish of the product. After cleaning, the unit should be thoroughly dried.

6. Technical Specifications

Safe Working Load.....	200kgs
Overall Width	633mm
Overall Height	1093mm
Overall Length	960mm
Legs Open - External Width	840mm
Legs Open - Internal Width	720mm
Legs Closed - External Width.....	585mm
Legs Closed - Internal Width.....	470mm
Leg Height	105mm
Ground Clearance.....	17mm
Overall Height Of Base (Footplate)	37mm
Knee Pad Height (To top of knee pad)	480mm
Turning Radius	1100mm
Front Castors	75mm
Rear Castors	100mm

Weights:

Base	20kg
Seat Support Tubes Section	9.5kg
Mast	4.kg
Total	22.5kgs

Environmental Conditions:

Outside this environment functionality and safety may be compromised.

Operating:

Temperature	5°C to 40°C
Relative humidity	20% to 90% @ 30°C - non-condensing

Storage:

Temperature	-20°C to +80°C
Relative humidity	10% to 95% @ 30°C - non-condensing

KEY SYMBOLS:

The following symbols are used for the Oxford Up



This product is a Medical Device in accordance with EU Medical Device Regulation 2017/745.



For indoor use.



ATTENTION, consult accompanying documents.



Refer to the user instructions before use (Blue background).



Certification mark indicating conformity with the applicable requirements for products sold within Great Britain.



A point of contact between the non-European medical device manufacturer, the national Competent Authorities (Ministry of Health) and Notified Bodies.



A unique device identification intended to provide single, globally harmonised positive identification of medical devices through distribution and use.



Indicates the entity importing the medical device into the locale.

7. Warranty

Joerns Healthcare has an established network of authorised distributors and service agents who will be pleased to handle all of your purchasing, warranty, repair and maintenance enquiries. It is recommended that our products are commissioned by your authorised distributor or service agent.

The distributor or service agent operates the warranty programme, so it is important to keep a record of their name, address and telephone number so they can be contacted should any problem arise. If you are in any doubt as to where your product was purchased, Joerns Healthcare can trace the supplier if you quote the serial number of the product.

All warranty claims are subject to the correct use and maintenance in accordance with the user instruction manual provided with each product. Damage caused by use in unsuitable environmental conditions or failure to maintain the product in accordance with user and service instructions is not covered. Your statutory rights remain unaffected.

REMEMBER: Contact your authorised distributor or service agent for purchases, repairs, servicing and certified maintenance.

Your distributor:



At Enable we source quality, affordable and innovative products globally and have them available for fast delivery. But we do more than just provide products.

We give the knowledge and support to help our customers grow their business and deliver better life care.



ENABLE LIFECARE PTY LTD

T 1300 370 370

enablelifecare.com.au