

RepoSheet[™] Original

Instruction Guide English 7EN160156-02



Product Description

RepoSheet Original has been specially developed by Liko to facilitate repositioning of the patient in bed. It is ideal for moving the patient higher up in the bed and turning the patient with the aid of a lift, with minimal physical effort by the caregiver.

Repositioning can be done by one person, but we recommend that two caregivers assist, since this is a timesaving and efficient way to work.

RepoSheet Original can be used in combination with, or instead of, an ordinary bed sheet.

Two models are available; **Regular**, for lifting up to 200 kg (440 lbs.), and **Ultra**, a heavier sheet for lifting up to 500 kg (1100 lbs.).

RepoSheet Original is available in two different materials. In most cases the design in cotton/polyester is recommended, which has a soft and comfortable surface. Net polyester is recommended in cases where the patient is supported on a special matress, a so called low-air-loss matress, for pressure sore treatment.

RepoSheet Original is not intended for lifting and transferring from a supine to a sitting position. In these cases we recommend using our slings, which are available in many different models.

 Δ When lateral transfer is performed using the RepoSheet, it is critical that a sufficient number of lift straps are connected to the sling bar to ensure that the patient gets sufficient support under the body for a safe lifting during the transfer. Also, take care to assure that no unconnected loop straps are dangling in such a manner as to catch on any objects in the path of movement.

RepoSheet Original is best used in combination with overhead lifts. We recommend Likorall, Multirall or Liko MasterLift. See last page for recommended sling bars.

In this document, the person being lifted is referred to as the "patient" and the person helping them is referred to as the "caregiver".

 $\Delta\,$ is a warning triangle used for situations that require extra care and attention.

 $\square i$ Read the instruction guide for both the lifting accessory and the lift being used. Instruction guides can be downloaded, free of charge, at www.liko.com.

Safety Instructions

Δ Keep the Following in Mind:

- A responsible person within your organization should decide on a case-by-case basis whether one or more caregivers are needed.
- Plan the transfer operation carefully to make it as safe and smooth as possible.
- Although Liko's sling bars are equipped with latches, particular care should be taken: Before the patient is lifted from the underlying surface, but after the straps have been fully extended, make sure the straps are properly hooked to the sling bar.
- Never leave a patient unattended during a lifting situation.
- Make sure the wheels on the bed are locked during operation. This is especially important when turning the patient.
- Use bed rails when turning the patient, especially if only one caregiver is performing the operation.
- Always work ergonomically.

IMPORTANT!

Moving a patient always involves a certain amount of risk, therefore, you should study the instruction guide for both the lift and lifting accessories before use. It is important that you clearly understand the contents of the instruction guide. Only personnel, who are trained in the product's use, should use the equipment. Ensure that the lifting accessories are suitable for the lift used. Observe caution and care during use. As a caregiver, you are always responsible for the patient's safety. You must ensure you assess and are informed of the patient's ability to handle the move/transfer.

If there is something you are unclear about, contact the manufacturer or the supplier.

Maximum Load

Different maximum allowable loads may apply to different products in the assembled lift system: rail system, lift unit, sling bar, sling and other accessories. For the total lift system, the lowest max. allowable load indicated for the respective product in the system applies.

Care and Maintenance

Inspect RepoSheet regularly, especially after it has been washed. Pay particular attention to wear and damage to seams, fabric, lift straps and loop straps. Do not use damaged products.

For washing instructions, see RepoSheet's product label.

If there is something you are unclear about, contact the manufacturer or the supplier.

Expected Life Time

The product has an expected life time of 2 years or longer during normal use. Life time varies depending on, for instance, fabric, use frequency, washing procedure, and weight carried.

Periodic Inspection

The product must be inspected at least once every 6 months. More frequent inspections might be required if the product is used or washed more often than normal. See Liko's protocol Periodic Inspection for the respective product.

((Medical device Class I product

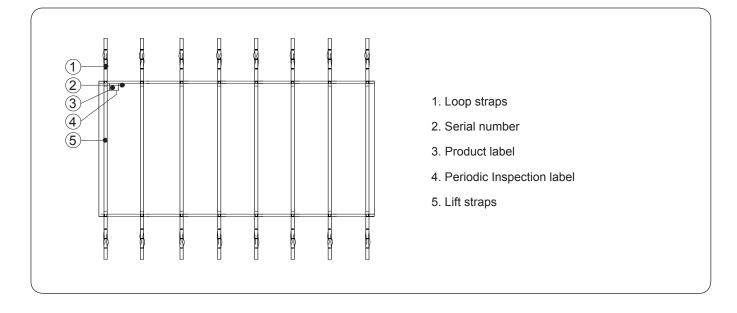
RepoSheet Original has been tested by an accredited testing institute and complies with all requirements for MDD Class I products and the harmonized EN ISO 10535 standard.

Design and Quality by Liko in Sweden

Liko's products undergo continuous development, which is why we reserve the right to make product changes without prior notice. Contact your Liko representative for advice and information about product upgrades.

Liko is quality certified according to ISO 9001 and its equivalence for the medical device industry, ISO 13485. Liko is also certified according to environmental standard ISO 14001.

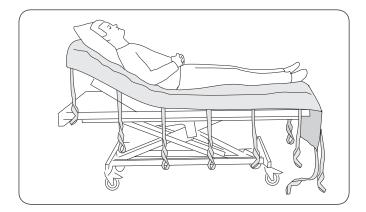
Definitions



Procedure

The first time RepoSheet Original is placed on the bed, it is easiest if the patient is first lifted up from the bed in a sling, for example, Liko Soft Original HighBack Sling, Mod. 26. RepoSheet Original can be used on its own or in combination with an ordinary bed sheet. All lift straps are equipped with three loops on each end. In most cases, we recommend that the outer loop straps be hooked to the sling bar. The inner loop straps are, if necessary, used if lifting height is restricted, or when repositioning the patient to a slightly reclined (not fully recumbent) position. All steps of the operation can be performed with lift straps hooked directly to the sling bar. In some cases, especially when you want the patient to remain as horizontal as possible during the lift, it may be better, instead, to use SideBars and distribute the loop straps on the SideBar hooks (though not during the turning operation, when load is only applied to loop straps on one side of the RepoSheet).

 Δ During use, be careful not to let the RepoSheet's "free" loop straps catch, for example, on the bed. During repositioning, the caregivers should hold on to the sling bar and/or support the patient from underneath. Avoid pulling on the lift straps, since this places unnecessary strain on the Repo-Sheet.

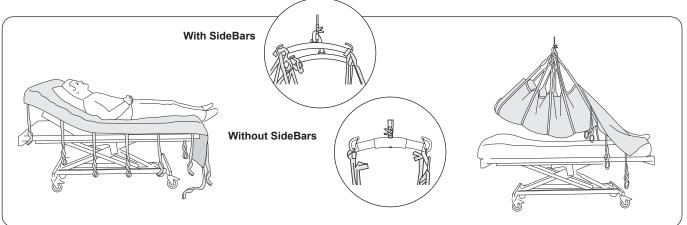


Bed Application

Place the upper edge of the sheet even with the head of the bed. The longer end of the RepoSheet should be at the foot of the bed. The patient's pillow should be placed under the patient's head (i.e., on top of the RepoSheet). One placement of RepoSheet Original is good for about 3-5 repositionings before it is time for re-bedding.

Lifting the Patient Higher Up in Bed

With or Without SideBars



Hook the loop straps to the sling bar hooks on the respective sides (see the small illustrations). The lift straps are different colours to enable correct matching of lift straps pair-wise. Use the lift straps that lift the head and all of the lift straps that lift the body, as far down as the knees (normally 4-5 pairs of straps).

 Δ Lifting with lift straps below the knees may cause over-extension of the knee-joints. When it also is necessary to lift under the calves, e.g., when lifting from one bed to another, particular care must be taken not to cause over-extension of the knee-joints. Lift up until the patient's body clears the mattress and can be moved up to the desired position. During repositioning, the caregivers should hold on to the sling bar and/or support the patient from underneath. **Do not pull the lift straps!** Lower the lift, disconnect and smooth out the RepoSheet.

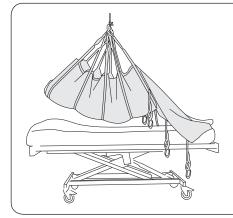
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Turning the Patient in Bed

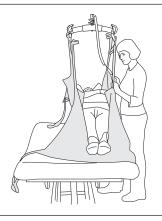
One person can turn the patient in the bed, but we recommend that two caregivers assist, since this is a timesaving and efficient way of working.

 Δ When turning the patient, use of bed rails is recommended, especially if only one caregiver is performing the operation.

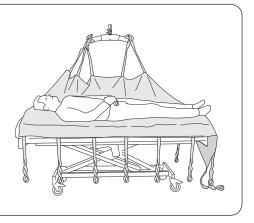
With or without SideBars



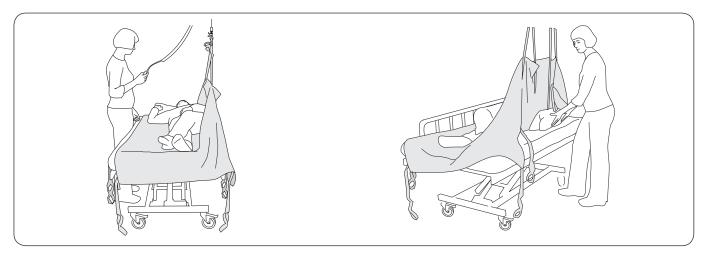
Connect the required number of lift straps according to earlier description above. Lift the patient free of the bed.



Move the patient to one side of the bed, and then lower to the mattress.



Disconnect the loop straps from the side nearest the centre of the bed. If SideBars have been used in the first stage, disconnect them and distribute the lift straps on the sling bar when it is hanging parallel with the bed.



Position the patient to make turning easier: arms at sides, one leg over the other.

 Δ Lift carefully, so that the patient is turned to one side with the help of the lift, but without turning all the way over.

Help the patient to achieve a comfortable posture, e.g., placing pillows for support (behind the back, between the knees, under the head). Lower the sling bar and disconnect the loop straps. Smooth out the sheets.

When moving the patient from side to back, perform the steps in the reverse order: remove pillows, lower the lift, connect the loop straps, lift up and re-position the patient in the middle of the bed, etc.

Changing the RepoSheet

The easiest way to change the RepoSheet is to lift the patient up in one sheet while at the same time applying a new one. After lowering, the first sheet can be removed when the patient is turned to one side, preferably with the help of the new RepoSheet and the lift.

If RepoSheet Original is used for moving the patient higher up in bed, it is practical to have two or more sheets that you can use to alternate.

Overview, RepoSheet Original

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Product	Model	Material	Prod. No.	Maximum load		
RepoSheet Original	Regular	Cotton/Polyester	3687701	200 kg (440 lbs.)		
RepoSheet Original	Regular	Net polyester	3687301	200 kg (440 lbs.)		
RepoSheet Original	Ultra	Cotton/Polyester	3687702	500 kg (1100 lbs.)*		
RepoSheet Original	Ultra	Net polyester	3687302	500 kg (1100 lbs.)*		

* For RepoSheet Original Ultra to be able to carry a weight of 500 kg (1100 lbs.), it is required that all products in the assembled lift system are also approved for this maximum load.

Material:Prod. No. 3687701-2: Fabric: 50% Cotton, 50% Polyester. Straps: 100% Polyester.Prod. No. 3687301-2: Fabric: 100 % Trevira Polyester High Tenacity. Straps: 100 % Polyester.Accessories:3156079 - Universal SideBars, pair

Recommended Combinations with Liko's Sling Bars:

Lift and positioning higher up in bed:	Slim 350	Universal 350	Standard 450	Universal 450	Universal 600		
RepoSheet Original, Regular	1	1	1	1	1		
RepoSheet Original, Ultra	2	2	1	1	1		
All recommendations apply to combinations both with and without SideBars.							
Lift and positioning, turning in bed:	Slim 350	Universal 350	Standard 450	Universal 450	Universal 600*		

Explanation:

1 = Recommended

- 2 = May work
- 3 = Not advisable
- 4 = Inappropriate

* We recommend a sling bar with a max. width of 450 mm (17.7 inch.). A sling bar that is too wide may damage the RepoSheet.

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Other Combinations

RepoSheet Original, Regular

RepoSheet Original, Ultra

If RepoSheet Original is used with sling bars other than Liko's, it is important to check that the sling bar is not wider than the sling bars in the table above. Combinations of accessories/products other than those recommended by Liko can result in risk for the safety of the patient.

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In those cases where another manufacturer recommends Liko's accessories/products in combination with their or others' accessories/products, and the combinations are not approved by Liko, that manufacturer assumes the responsibility for all the accessories/products in the combination. In such a case, Liko refers to the responsible manufacturer's instructions guides and recommendations concerning usage, maintenance, cleaning, checking and inspection of Liko's accessory/product in order to fulfil the EN ISO 10535 requirements.



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