



## **User Guide and Operating Instructions**

**NOTE** It is the responsibility of the board owner to ensure that these user instructions are provided with the issue of each new board.

Before being used, or issued for use, the Q2 Motility board must be visually checked for any physical damage and/or undue wear.

- a) The board must not exhibit any chips or surface defects that are likely to be detrimental to the board use or patient safety.
- b) The inset anti-slip pads must be intact and damage free

**Any board which is damaged should be immediately withdrawn from service and replaced with a new one.**

### **Instructions for use:**

Prior to undertaking any transfer, a thorough risk assessment must be carried out and only if the assessment is acceptable should the seated transfer proceed.

The Q2 Motility Board has a Working Load Limit of **285kg**, based on spanning a gap no greater than the distance between the anti slip pads. This has been determined based on available anthropometry data of patients up to that weight. The board is intended for single patient use and the maximum Working Load Limit will be compromised if it is used by more than one user at any one time or additional loading is added to a lighter person.

Ensure that both transfer points are stable and, if either is a mobile device, ensure that any wheels or castors are locked and/or any other anchoring devices are engaged.

Place the Q2 Motility board beneath one of the seated patient's legs, ensuring the anti-slip pad is completely in contact with the seat surface. Place the other end of the board onto the device to be transferred to, again ensuring the anti slip pad is completely in contact with the surface of the destination transfer point, and then the transfer can take place.

The patient can then slide across the board to the new seated position. If the transfer is an assisted one the carer should ensure that Royal College of Nursing (RCN), or equivalent, recognised transfer methods are adhered to.

### **Instructions for cleaning**

The Q2 Motility board no longer has inbuilt anti-microbial protection and it is important therefore that good cleaning procedures are adopted. If the board is already in use please ensure it has been cleaned, using one of the recommended methods to reduce the risk of cross infection.

The board is designed to be able to be cleaned in a number of different ways to suit the relevant environment.

- a) It can be wiped clean using normal disinfectant solutions
- b) It can be wiped clean using alcohol based solutions (up to 75%)
- c) It can be cleaned in an autoclave (up to 85°C for 15mins)
- d) Ensure that local COSHH regulations are adhered to.

### **Storage & Disposal of the product after use**

The Q2 Motility Board should be stored in clean conditions, free from contamination. If the product becomes soiled prior to use it must be cleaned by one of the recommended cleaning methods.

At the end of the product life please dispose of the product safely using a licensed waste control contractor.

To order new boards please contact Quintal Healthcare Ltd at the address below

*Q2S-MotilityBoard User Guide and Instructions RevK.pdf*