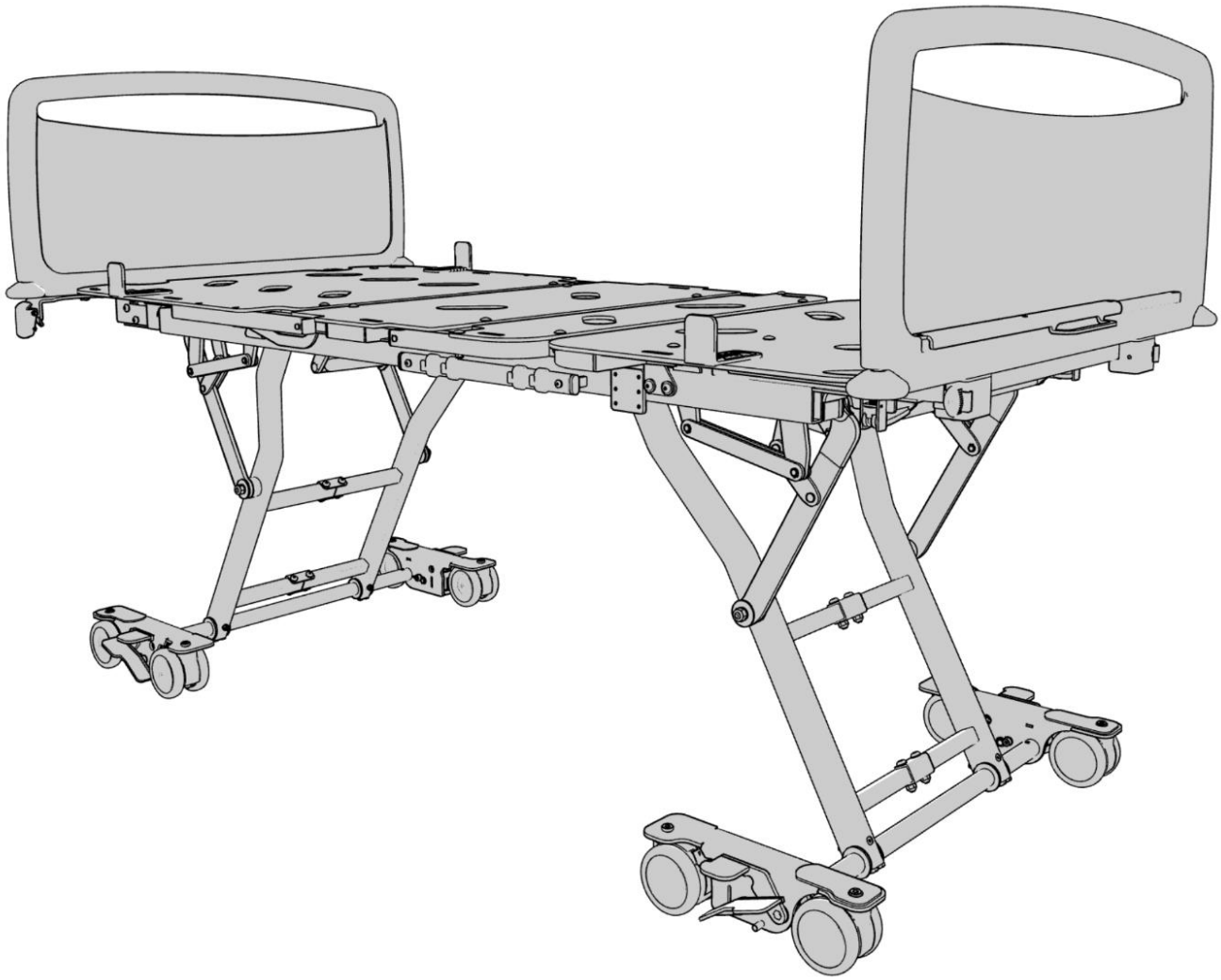
Proxima®



Proxima Instruction Manual

IFU-FL7-001EN Rev 03

Accora

Contents

Welcome

Dear Customer,

Thank you for purchasing an Accora healthcare product. Before operating the bed, you must read and understand all the instructions in this manual. All actions and handling of the bed must be performed in accordance with the instructions in this manual.

Please ensure that the manual is available to users and operators throughout the bed's service life.

If you need further information, please contact us. See Section 28 for region specific contact details.

General

The Proxima is classified as a Class 1 Medical Device in accordance with the Medical Devices Regulation 2002 as amended and the Medical Device Regulation 2017/745.

Notice to User

If a serious incident occurs in relation to this medical device, affecting the user or the patient, then the user or patient should report the serious incident to the medical device manufacturer (or distributor) and, in the European Union, the user should also report the serious incident to the Competent Authority in the member state where they are located.

EC REP

Accora Ltd, 38 Main Street,
Swords, Co. Dublin, Ireland, K67 E0A2
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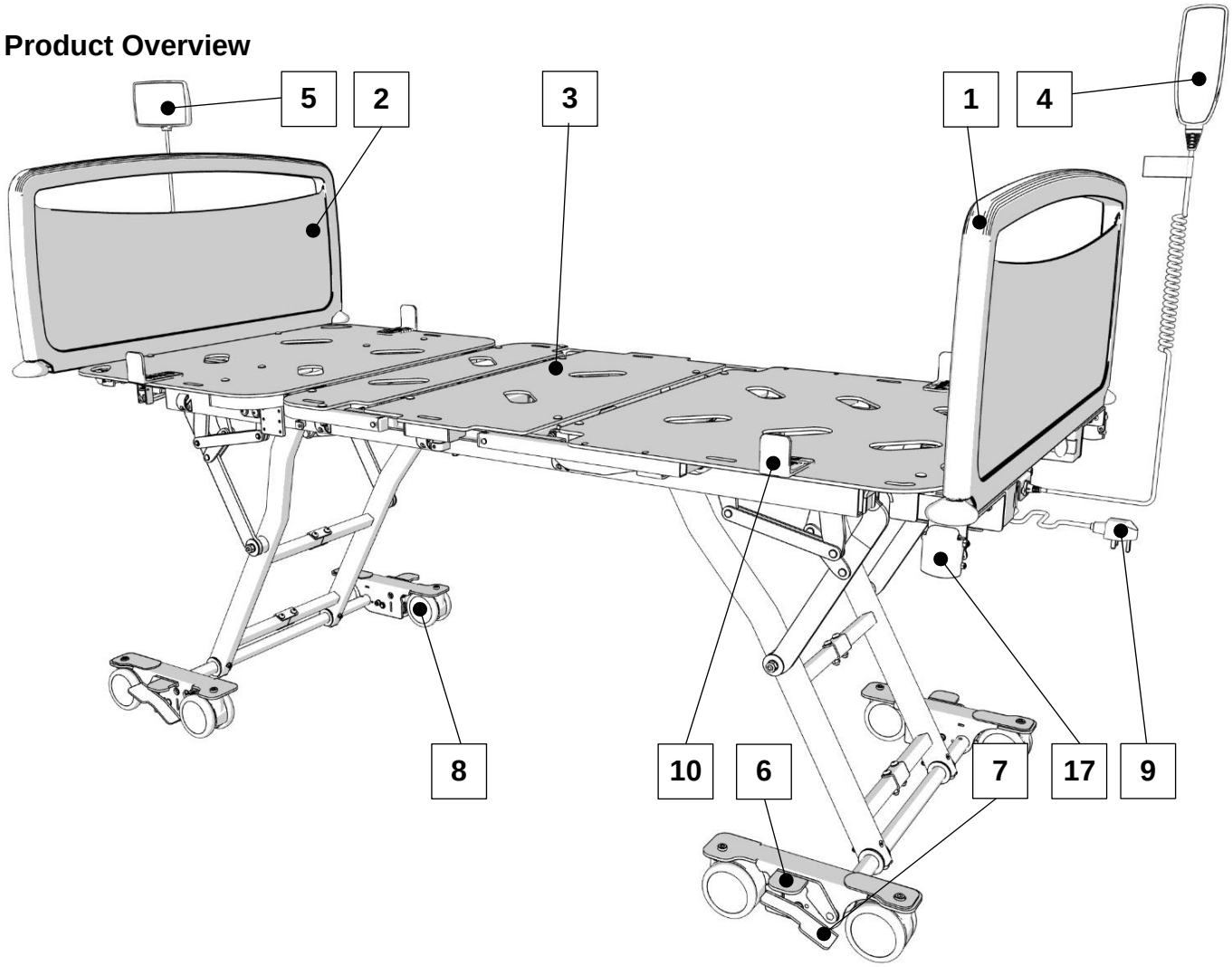
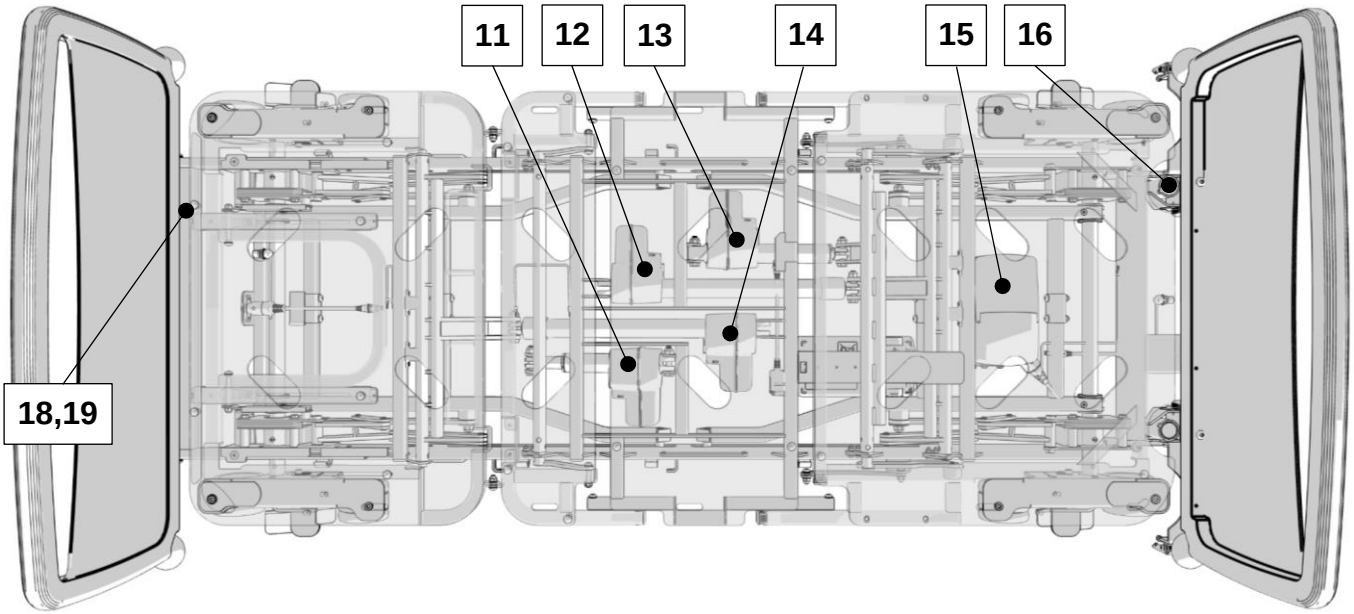
Design Policy and Copyright

Product Overview





1. Headboard
2. Footboard
3. Mattress platform
4. Patient Handset
5. Attendant Handset
6. Brake On Lever
7. Brake Off Lever
8. Directional Locking Castor
9. Power Cable
10. Mattress Guides
11. Legrest Actuator
12. Main Lift Actuator – Head End
13. QR Backrest Actuator
14. Main Lift Actuator – Foot End
15. Control Box
16. Accessory Socket
17. CPR Lever
18. UDI Label
19. Manufacturers Nameplate inc. Serial Number

General Warnings ----------

1. Keep this Instruction Manual available for future reference.
2. These instructions must be observed to ensure the safe and effective use of this bed and the safety of users and caregivers.
3. This bed must be assembled, positioned and used in accordance with these instructions.
4. The safety features for operating the bed and instructions concerning the bed must be strictly observed.
5. This bed must not be exposed to smoke, naked flame, extreme temperature, flammable gases or other hazardous substances or situations.
6. Do not smoke in or around the bed.
7. Accora shall not be held liable for any damage, injuries or accidents arising from unauthorised modifications, non-genuine spare parts, negligence or use that is at variance with this manual which can result in serious injury or death.
8. Electrical equipment can be hazardous if misused or abused. Ensure the electrical supply cable is not damaged by crushing and does not create a trip hazard.
9. Inappropriate routing of accessory cables, e.g. mattress air pump cable, could lead to dangerous electric hazards if squeezed or crushed between moving parts. The bed must not be used if there is any visible damage to any cables.
10. When routing cables for other electronic equipment used with the bed (e.g. air mattress pump), ensure cables cannot be squeezed, crushed or damaged by the moving parts on the bed.
11. Inappropriate use of the power supply cable (e.g. kinking, shearing) could lead to dangerous electric hazards. The bed must not be used if there is any visible damage to this cable.
12. The hand control should be positioned to avoid strangulation risk. Inappropriate use of the hand control (e.g. kinking, shearing) could lead to dangerous electric hazards. The bed must not be used if there is any visible damage to the handset or cable.
13. Electrical installations must meet local requirements.
14. Only use siderails, and other accessories, that are compatible with this bed as supplied by Accora. Incompatible siderails and accessories can create hazards and entrapment risks.
15. Keep children and pets away from this bed unless supervised by an adult as there is a risk of injury and/or choking on small parts.
16. Never stand on the bed.
17. Never sit, stand or hang on the legrest.
18. Do not lower the bed while a hoist that extends beneath the bed is being used. Hoist access is obtained when the bed is raised to 45cm measured from the floor to the mattress platform base.
19. The bed should be left in the floor-level position when the patient is unattended in order to reduce risk of injury due to falls.
20. If using the electronic functions adversely affects the health of the patient, disconnect the power supply and only use the bed in the static mode.
21. Do not move the bed when it is in the floor-level position.
22. This bed should not be used for transporting patients in vehicles.
23. This bed is not recommended for users outside of the weight and height specifications detailed in Section 5
24. Before operating this bed, ensure the patient is safely positioned to reduce the risks of bed fall and entrapment.
25. Always check for any entrapment risks under the bed before lowering to the floor-level position.

26. Patients, or users, should be risk assessed to ensure they are able to understand this manual and to operate Proxima safely without risk to themselves or others.
27. If the combined weight of the mattress and accessories exceeds 65kg, the maximum patient weight must be reduced accordingly.
28. Take care when moving the bed over door thresholds.
29. In high ambient temperatures electrical enclosures (e.g., handset) may get warm during prolonged use.
30. When moving the bed, the power cable must be disconnected from the wall socket and secured on the bed to avoid damage to the cable.

1. Means of Delivery----------

The bed is supplied boxed with the electrical system fully assembled. The Headboard, Footboard, and any accessories are supplied separately.

An inspection must take place upon receipt to ensure the delivery is complete and undamaged.

Any missing parts, faults or damage must be reported immediately to the carrier and Accora in writing.

If the bed needs transporting between facilities, consider if the headboard and footboard should be removed. Ensure manual handling guidelines are followed.

2. Safety Instructions ----------

1. Before using the bed, you must read the instruction manual and use the bed in accordance with it.
2. The bed must not be used if faults have been detected on it that may injure the patient, staff or a third person, the bed or the surroundings.
3. The bed must only be operated by persons who are able to operate it in accordance with the manual.
4. The operating staff must make the patient aware of the control functions that apply to the patient subject to an assessment by a professional.
5. Before using the bed, the operator should understand the bed and its functionality.
6. The safe working load, as specified in Section 5, must never be exceeded.
7. If there is a patient on the bed, the bed castors must be locked as an unlocked bed castor can result in movement of the bed and injury to a patient who leaves the bed or changes position.
8. The height of the mattress platform must be adjusted to the correct height for the condition of the patient.
9. Only one person should occupy the bed at any time.
10. When operating the moving parts of the bed, care must be taken to ensure that the patient, other people and objects do not become trapped.
11. If a lifting pole or infusion stand is fixed to the bed, increased attention must be taken during movement, lifting or tipping, to the space around the lifting pole and infusion stand, so that the equipment is not damaged.
12. Before cleaning the bed, the electrical supply must be disconnected.

3. Use Environments----------

This bed is intended for use in the following application environments:

1. Application Environment 2 - Acute care provided in a hospital or other medical facility where medical supervision and monitoring is required and ME EQUIPMENT used in medical procedures is often provided to help maintain or improve the condition of the patient.
2. Application Environment 3 - Long-term care in a medical area where medical supervision is required, and monitoring is provided if necessary and ME equipment used in medical procedures may be provided to help maintain or improve the condition of the patient. Note, this includes use in nursing homes and in rehabilitation and geriatric facilities.
3. Application Environment 5 – Outpatient (ambulatory) care, which is provided in a hospital or other medical facility, under medical supervision where ME equipment is provided for the need of persons with illness, injury or disability for treatment, diagnosis or monitoring.

Electrical installations must meet local requirements.

4. Intended Use ----------

The Proxima bed is intended to be used as a nursing bed in the Use Environments listed. The patient user group for the bed is adult patients above 146cm in height who do not exceed the maximum patient weight of 210kg.

Subject to a risk assessment, the bed may help to maintain, improve, compensate or alleviate the condition of the patient.

A risk assessment must be carried out before the bed is used by a patient.

5. Technical Specification----------

The table below lists the Proxima part numbers; some models may not be available in your region. Part numbers may be suffixed (EU, US etc) to show regions.

Part number	Description
NSB-0-FL7-000	• Four section profiling • Height range 11-81cm • Mattress platform 200-202cm x 88cm • SWL 275kg (606lb) • Max user weight 210kg (33st) • Centrally braked castors at both ends. • Directionally locked castor at foot end. • Head and footboards supplied separately

Description	Value
Overall dimensions	1060mm W × 2160mm L 42in W x 85in L 1060mm W x 2360 L 42in W x 93in (with 200mm extended length)
Mattress size	See mattress selection – Section 15
Bed castor	100mm diameter
NSB-0-FL7-000	8 x 100mm castors
Mattress platform height	115mm to 815mm 3.9in to 31.5in
Maximum trapeze self-assist pole lifting load	75kg/165lbs
Safe Working Load**	275kg / 606lbs
Maximum Patient Weight**	210kg / 462lbs / 33st
Audible noise	<60 dBA
Mass of Bed	136kg / 300lbs
Liquid ingress protection	IPX6
Trendelenburg function	Minimum 12 degrees
Expected service life	Typically 10 years

Environmental information:

Condition	Temperature Range	Relative Humidity	Atmospheric pressure	Metres above sea level
Operating	+5°C to +40°C +41°F to +104°F	20% to 80% (Non-condensing)	700 hPa to 1060 hPa	Max. 3000 meters
Transport/ storage	-10°C to +50°C 14°F to +122°F			

If the bed is stored in conditions outside the normal operating range, it should be allowed time to stabilise, in normal operating conditions, before use.

The Proxima mattress platform range including maximum angles:

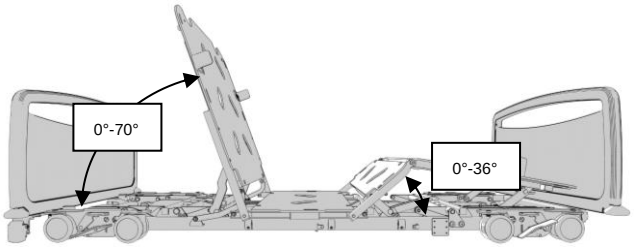


Figure 5.1

** The safe working load is calculated as follows (as specified by EN 60601-2-52:2015):

Maximum patient weight:	210kg	33st	462lbs
Mattress	20 kg	3st	44lbs
Accessories	45kg	7st	99lbs
TOTAL (Safe working load)	275kg	43st	606lbs

6. Accessories ----------

Due to differing regulatory requirements, not all the accessories are available in all regions.

Description	Part number
Proxima Folding Siderail Set	SDRFLD-0-FL7-000
ProTect 200cm Siderail Kit. Includes fabric and brackets	SDR-PT1-FL7-000
ProTect Siderail Extender, to fill gap between siderail and footboard when ProTect siderail is fitted and bed mattress platform is extended. Fits Proxima FL7 (Set of 2)	SDREXT-0-FL7-000
Proxima Standard Bed Lever Assist Bar	STLEV-0-FL7-000
Proxima Long Bed Lever Assist Bar Set, Left & Right	STLEVLKT-0-FL7-500
Proxima IV Pole	IVPOLE-0-FL7-000
Proxima Urine Bag Holder	URBAG-0-FL7-000
Proxima Linen Holder, FL7	LINHOL-0-FL7-000
Proxima Underbed Light Kit (2 lights and cables), FL7	UNDLIGHT-0-FL7-000
FloorBed Lifting Pole, FB1, FB2, FB1-Plus, FL6, FL7	LIFOL-0-FL1-000

Note: the bed lever cannot be fitted to the bed at the same time as the ProTect siderail or the Folding Siderail.

7. Electrical Specification ----------

Duty Cycle: Intermittent operation 2 min/18 min. After the maximum continuous action of two minutes, there must be a break of 18 minutes.

Description	Value
Supply voltage	100 – 240V
Supply frequency	50/60Hz
Maximum supply current	3.9 Amps
Degree of protection against liquid ingress	IPX6
Degree of protection against electrical shock	Class II Double Insulated. The third conductor in the power supply cord is only a functional earth.

Symbol	Definition
	The B symbol indicates this product has a degree of protection against electric shock for type B equipment.
IPX6	Degree of protection against liquid ingress.
	Do not dispose of in household waste.
	Degree of protection against electric shock: Class II Double Insulated.
	For indoor use only

For or a full list and explanation of symbols used see Section 27 Table of Symbols.

8. Assembly ----------

WARNING

Assembly MUST be carried out by suitably trained and qualified personnel.

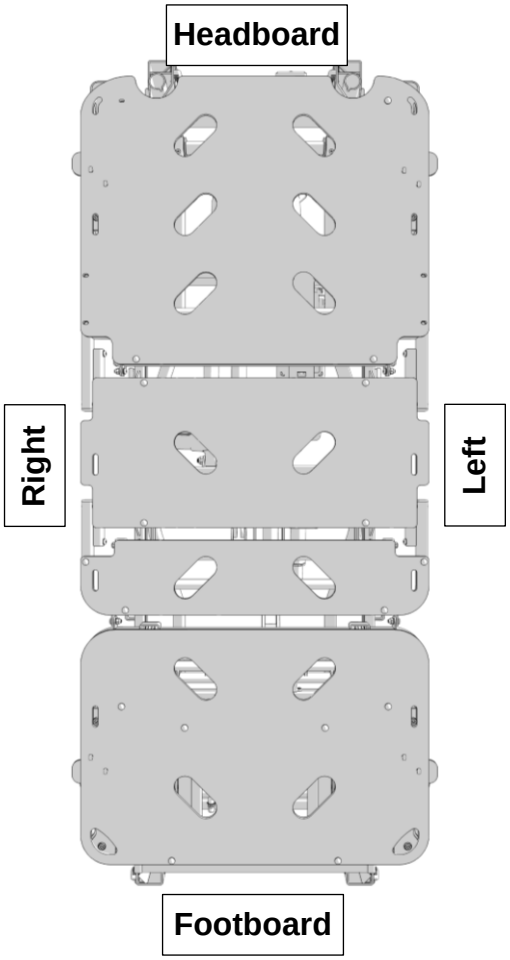
All functions MUST be tested and approved after assembly by suitably trained and qualified personnel.

Assembly MUST take place in a clear, uncluttered area and children and pets should be kept away.

If bed has become soiled or contaminated during transit refer to cleaning and disinfection instructions.

Ensure headboard and footboard are assembled as shown below so that the Trendelenburg function works correctly.

The left and right of the bed are as seen by a person lying in the bed. See figure below:



1. Check that the delivery is complete and whether any visible damage has occurred to the bed during transport.
2. Remove the packaging and identify all the components:
    1. Mattress Platform.
    2. CPR Lever Brackets
    3. Patient handset.
    4. Attendant handset.
    5. Mattress Guides (X4).
    6. Headboard (packaged separately).
    7. Footboard (packaged separately).
    8. 6mm Allen Key

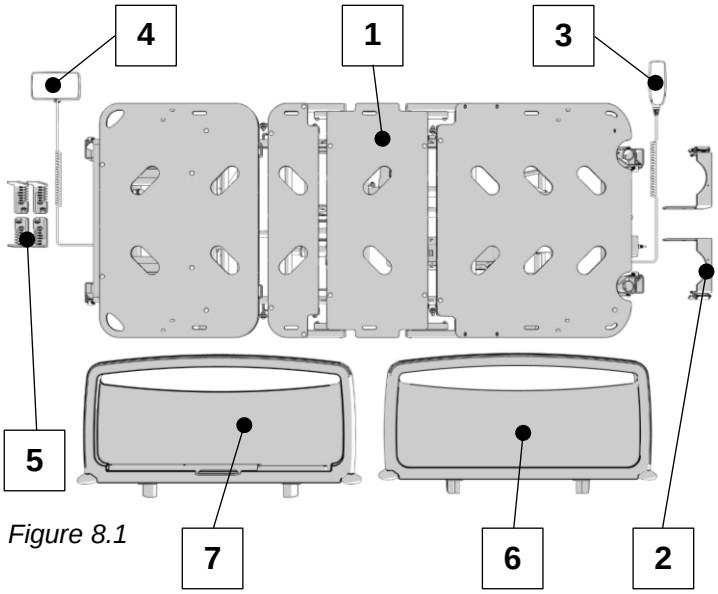


Figure 8.1

3. Proxima has two handset connection ports, one at the foot end, and one at the head end as shown in Figure 8.2. Proxima will be delivered with the patient handset connected to port 1 and the attendant handset connected to port 2.

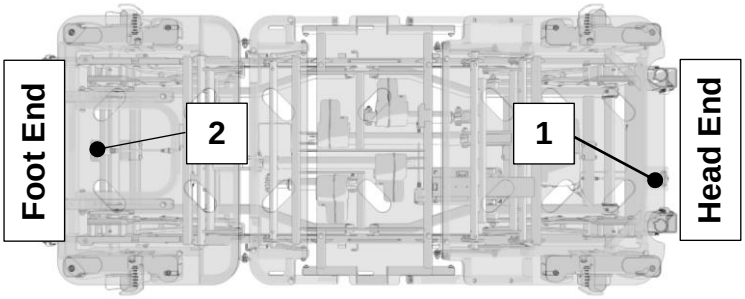


Figure 8.2

4. Using either handset raise the bed to the highest position, see section 9 for handset instructions.

5. Remove the M8x16mm Long Button Head screws and M8 Washers from the CPR Lever mounting brackets as shown in Figure 8.3. Locate the CPR Lever Brackets, M8x16mm Long Button Head screws, M8 Washers, and the 6mm Allen Key. The CPR Lever Brackets are installed at the head end of the bed, on mounting brackets on both sides of the bed as highlighted in Figure 8.4

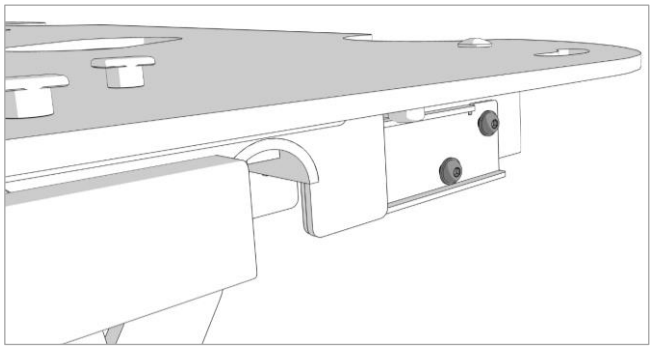


Figure 8.3

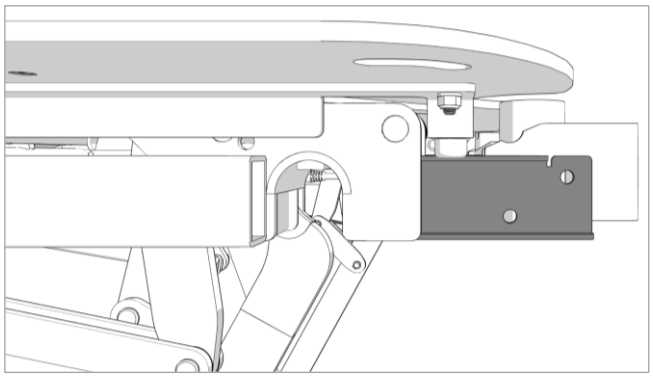


Figure 8.4

6. Slide the CPR Lever Bracket into the mounting bracket slot and line the holes up as shown in Figure 8.5. Ensure that the cables are not twisted or kinked.

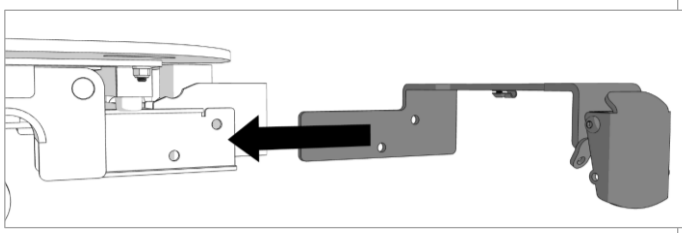


Figure 8.5

7. Secure each CPR Lever Bracket with two M8x16mm Long Button Head screws and two M8 Washers ensuring they are tightened with the 6mm Allen Key as shown in Figure 8.6.

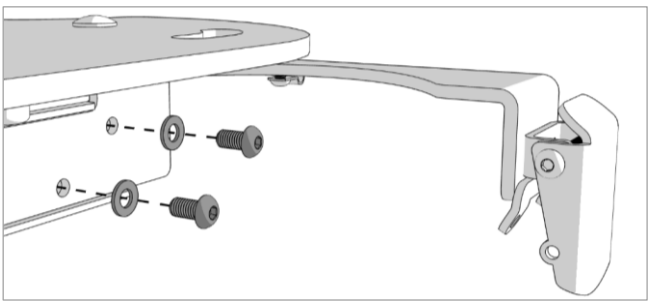


Figure 8.6

8. The headboard and footboard are not identical. The footboard can be denoted by the inclusion of the Linen Holder as shown in Figure 8.7.

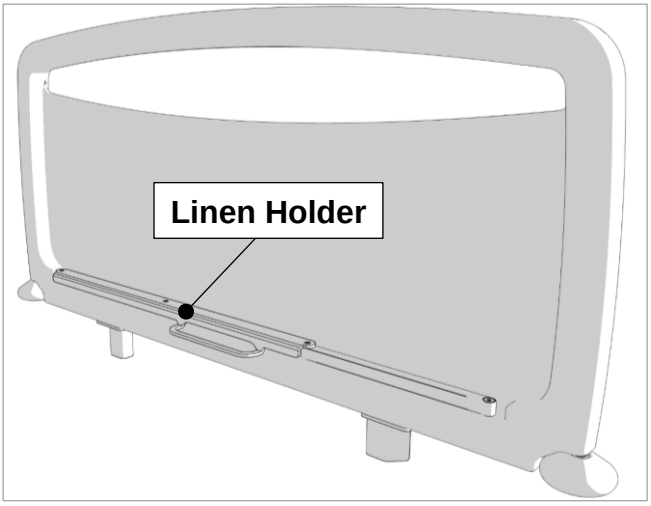


Figure 8.7

9. Loosen the handwheels on both the headboard and footboard mounting brackets as shown in Figure 8.8.

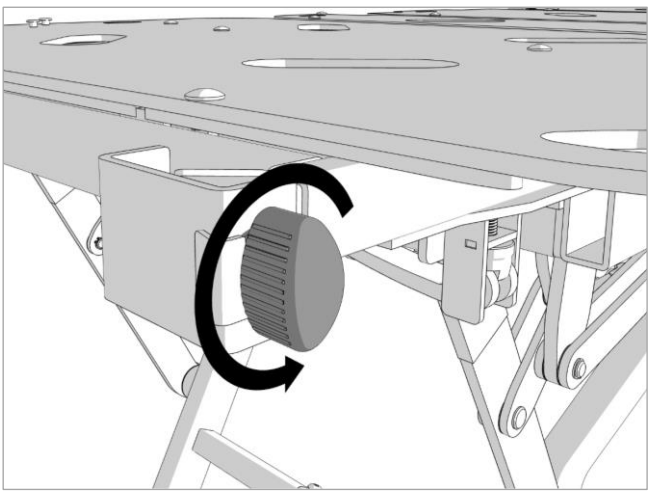


Figure 8.8

10. Holding the footboard with the Linen Holder facing away from the bed offer the mounting studs of the footboard up to the mounting sockets. Slide the footboard into the sockets until it is fully seated in the sockets. If the footboard does not drop into the sockets freely remove the footboard and loosen the hand wheels before refitting.

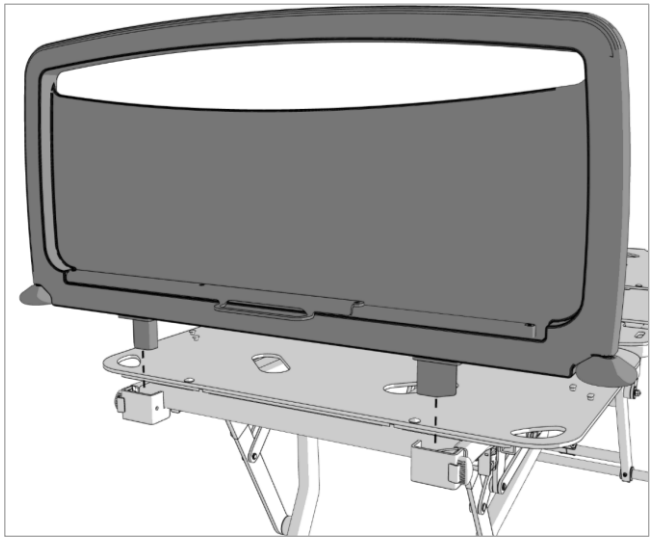


Figure 8.9

11. Tighten the handwheels to secure the footboard in its brackets as shown in Figure 8.10. Failure to tighten the handwheels can present a hazard when moving the bed.

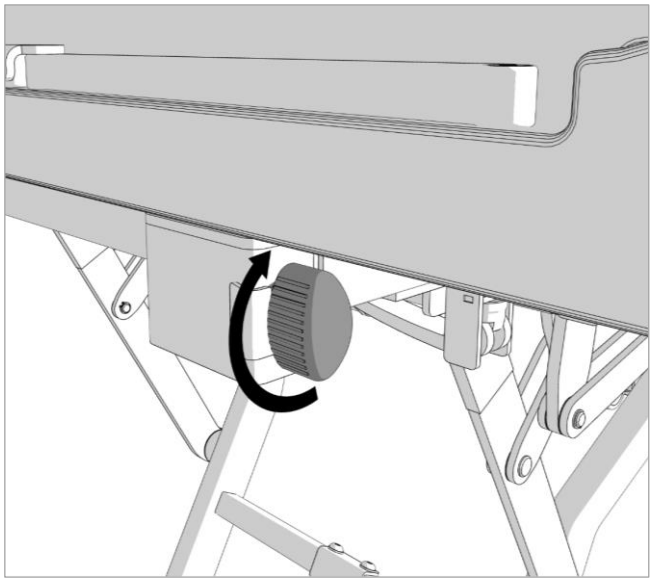


Figure 8.10

12. Repeat the previous steps to fit the headboard. The correct orientation of the headboard is with the fasteners highlighted in Figure 8.11 facing away from the bed.

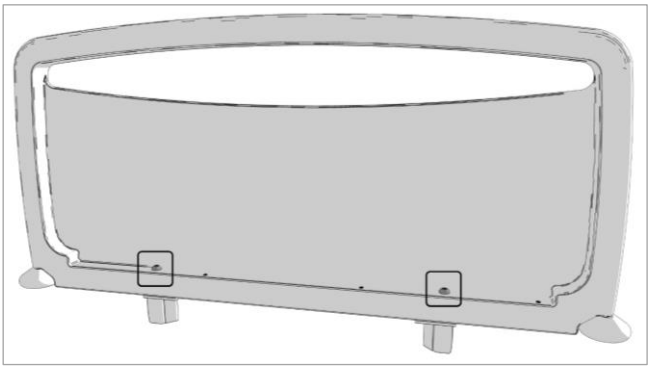


Figure 8.11

13. Locate the four Mattress Guides as shown in Figure 8.12.

Figure 8.12

14. The Mattress Guides are installed in the four locations shown in Figure 8.13.

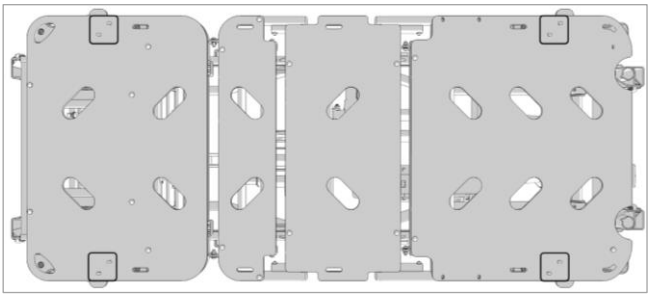


Figure 8.13

15. Place the Mattress Guide over the retaining post as shown in Figure 8.14.

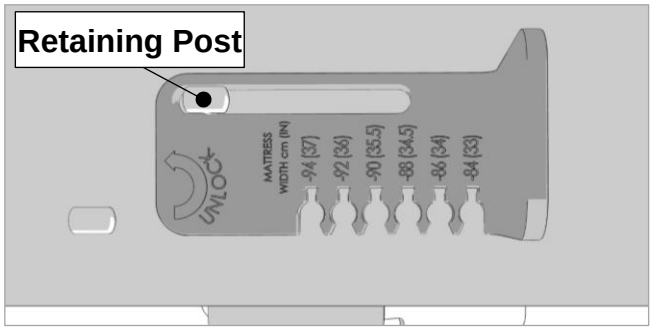


Figure 8.14

16. The Mattress Guide should be rotated clockwise and slid until the desired denoted mattress width matches up with the mattress guidepost as shown in Figure 8.15.

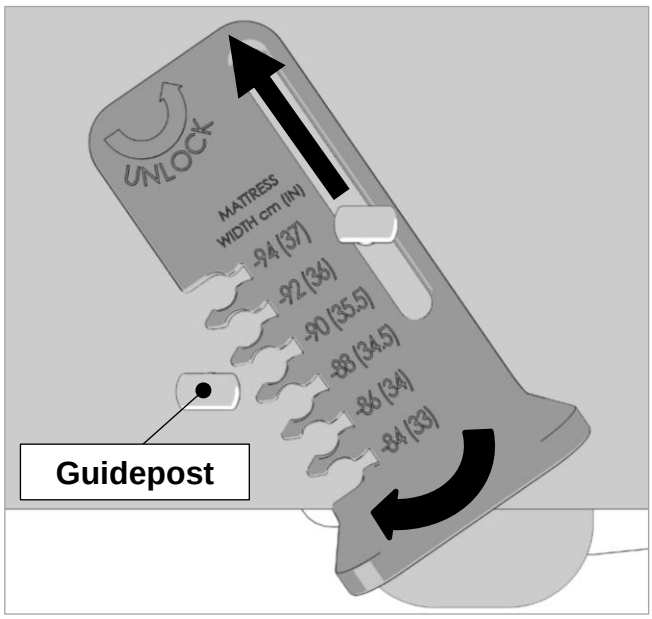


Figure 8.15

17. To secure the Mattress Guide in the desired width setting the Mattress Guide should be rotated clockwise until the mattress guide clicks into place as in Figure 8.17. If the Mattress Guide does not click into place, it may not be aligned with the mattress guidepost properly.

Figure 8.16

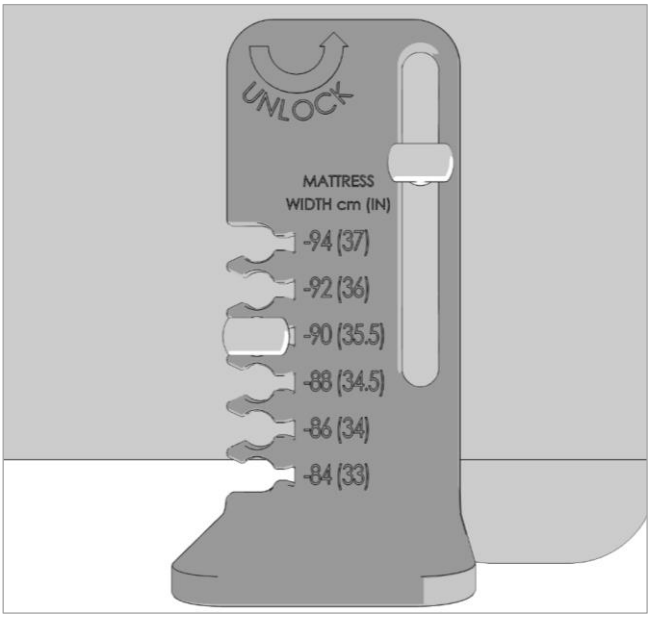


Figure 8.17

18. Repeat steps 15 to 17 to fit the remaining Mattress Guides. Ensure that all Mattress Guides are set to the same width setting and that this width setting is appropriate for the mattress to be used.
19. Carry out the Functionality Check in Section 14.
20. Proxima is now ready for use.

9. Bed Controls and Indicators----------

WARNING

Bed positioning MUST be carried out by suitably trained and qualified personnel.

Patients should only be allowed to operate the bed independently if they are able to understand the safety instructions in this manual and have been risk assessed as appropriate to do so.

Make sure the braking system is in the locked position before using the handset to change the positions of the bed.

Always engage the braking system when the bed is stationery or left unattended.

Check for obstructions around, above and below the bed frame and position the bed so that it can operate through the full height range without any possibility of obstruction or entrapment.

Use of the legrest function must be risk assessed as it may cause unintentional displacement when used with patients of smaller stature.

Sharing the bed with a patient (particularly a child) carries the risk of lying on the patient and causing suffocation or the patient being wedged against the side of the bed.

Use of wedges, supporting and positioning devices may cause entrapment and a risk of suffocation.

Smaller patients may need additional support to achieve a semi-Fowler's position.

Always store the handset in a safe place when not in use to avoid risk of strangulation and entrapment in the bed mechanism, for example on the outside of the headboard or footboard.

Handset and cable must be kept out of reach of children.

Extreme care must be taken when using the floor-level function.

Always check for any entrapment risk and obstructions under the bed before and during use of the floor-level function.

Keep children and pets away from the bed unless supervised by an adult.

Patients, users, and operators must be risk assessed and made aware of the risks to themselves and those around before using the floor-level function of this bed.

Beware of trip hazard when the bed is in the floor-level position.

Ensure patients arms/hands are not in pinch/trap zone whilst bed is being profiled.

Proxima has two handsets: a patient handset and an attendant handset. The attendant handset has access to the full range of functions offered by Proxima and overrides any functions selected on the patient handset. The patient handset has access to a reduced number of functions. The attendant handset in addition allows the carer to use the Trendelenburg, Reverse Trendelenburg, Semi-Fowler's position and CPR feature.

Always check for obstructions before the bed is raised or lowered. Before using the control, the operating staff should explain to the patient how the bed can be positioned.

If the medical staff state that the patient's medical condition is inappropriate for the patient to be able to adjust the bed independently, the bed's position must only be adjusted by the caregiver and the patient handset locked.

Note: The attendant handset overrides the patient handset. The CPR function overrides all other functions.

The patient handset has the following controls:

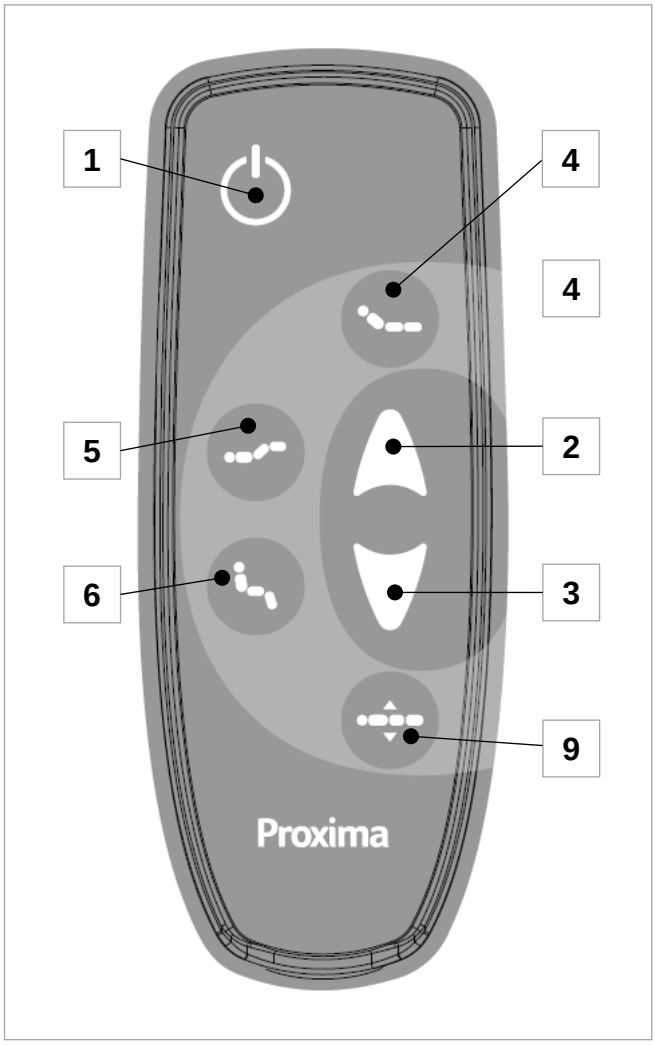


Figure 9.1

1		Lock / Unlock
2	3	Raise / Lower or Up / Down
4		Backrest
5		Legrest
6		Chair Position
9		Mattress Platform

Note: If the patient is unable to operate the bed safely, lock the handset immediately after each use.

The attendant handset has the following controls:

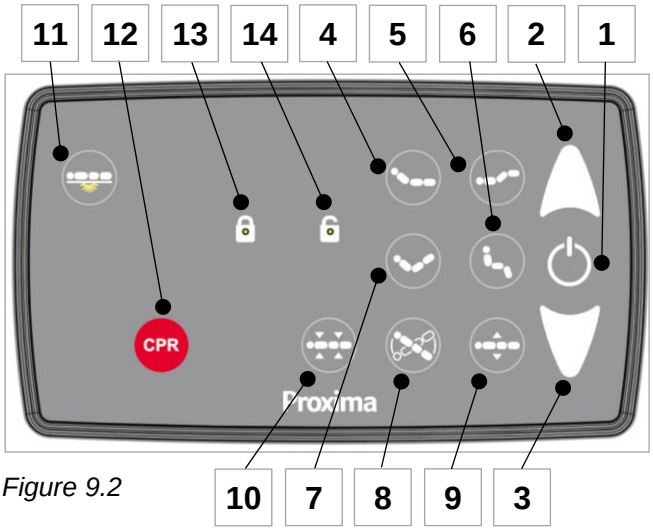


Figure 9.2

1		Lock / Unlock
2	3	Raise / Lower or Up / Down
4		Backrest
5		Legrest
6		Chair Position
7		Semi-Fowler's position
8		Trendelenburg & Reverse Trendelenburg
9		Mattress Platform
10		Reset to Flat & Level Position
11		Underbed Lights On / Off
12		CPR
13	14	Locked / Unlocked Indicator

The handset controls have two main categories: movement buttons and function buttons.

To operate a bed function two inputs are necessary: the selection of a function button followed by the movement button.

Function Buttons (Buttons 4 – 11)

The Proxima has the following functions which can be accessed by using the relevant function button.

Note: Not all functions are available on the patient handset.

Backrest (Button 4)

The backrest function allows the backrest angle to be adjusted.

Legrest (Button 5)

The legrest function allows the legrest angle to be adjusted.

Chair Position (Button 6)

The chair position function allows the bed to be placed into the chair position.

Semi-Fowler's Position (Button 7)

The Semi-Fowler's function allows the bed to be placed into the Semi-Fowler's position.

Trendelenburg & Reverse Trendelenburg (Button 8)

The Trendelenburg function allows the bed to be placed into either the Trendelenburg or Reverse Trendelenburg position. When setting the bed back to a horizontal position the bed will pause for 2 seconds when the mattress platform is horizontal. By continuing with the Trendelenburg function the bed will pass Horizontal and continue.

Reset To Flat & Level Position (Button 10)

The Reset to Flat & Level Position function allows the bed to be reset to a horizontal position with the mattress platform sections flat. The function should be pressed and held until the bed stops moving.

Mattress Platform (Button 9)

The mattress platform function allows the mattress platform to be raised or lowered. The patient handset allows the bed to be lowered to the Low position of 21cm.The attendant handset allows the bed to be lowered to the Floor-level position of 11cm. Once the Low position is reached the bed will continue to lower in half speed mode until the Floor-level position is reached.

Note: Before using the floor level position pay attention to the warnings at the beginning of this section. In addition to the warnings the following should be observed:

1. Check underneath the bed to ensure there are no obstructions or entrapment risks.
2. Ensure nothing is attached to the urine bag holder.
3. When lowering the bed, make sure the user or patient keeps hands and legs away from the edge of the mattress.

Underbed Lights (Button 11)

The Underbed Light function switches the optional Underbed Lights on or off.

CPR (Button 12)

The CPR function lowers both the backrest and legrest to the flat position which is suitable for CPR.

Continuing to hold the button will lower the bed to the low position of 21cm.

Note: The CPR function button does not require the use of the movement buttons to move into a position suitable for CPR.

The CPR function overrides any other function selected via the patient handset and can be accessed regardless of whether the handset is locked.

Movement Buttons (Buttons 2 – 3)

The movement buttons on both the handsets are used to raise or lower the bed function already selected.

Handset Status

Both the attendant and patient handset have two statuses: locked and unlocked.

To lock and or unlock either handset the Lock / Unlock Button (1) should be pressed and held for 2 seconds.

Locked – On the attendant handset this status is indicated by the LED indicator (13) being illuminated orange. There is no visual

indicator on the patient handset, an audible beep will be heard to alert the user that the handset is locked.

Unlocked – On the attendant handset this status is indicated by the LED indicator (14) being illuminated green. There is no visual indicator on the patient handset.

Note: When in the locked status no functions on either the patient or attendant handset are selectable except for the CPR function on the attendant handset. The Lock / Unlock status is independent for both handsets. Each handset must be locked or unlocked individually.

Handset Operation

In order to operate the bed, the handset must first be in the unlocked status. To unlock either handset the Lock / Unlock Button (1) should be pressed and held for 2 seconds.

The desired function should be selected by pressing the relevant function button. On the attendant handset the LED indicator (14) will flash. There is no visual indicator on the patient handset.

Once a function has been selected the relevant movement button should be selected within 10 seconds. Holding the relevant movement button will result in movement of the bed until the button is released or the maximum function position is reached.

To select a new function the desired function should be pressed.

After 10 seconds of no input the handset will cancel its last function. A function will need to be reselected.

To lock either handset the Lock / Unlock Button (1) should be pressed and held for 2 seconds.

The CPR function is the only function that can be actioned regardless of the handset status, no additional input of movement buttons is needed. The CPR function button needs to be held down until the bed reaches the desired final position.

The Underbed Light function does not require any additional handset input. Once the function has been selected the Underbed Lights will either turn on or off.

Note: The attendant handset should be locked when not in use to stop unauthorised use. The patient handset should be locked if is deemed that the patient should not be able to access the bed controls.

10. Manual CPR Function ----------

WARNING

The Manual CPR function should only be used in case of emergency.

The CPR Lever should only be released when the backrest is in the flat horizontal position. Releasing the CPR Lever early can lead to damage and failure of the backrest actuator.

Do not use the CPR Lever to adjust the backrest angle unless in an emergency, use the backrest function on either handset.

Proxima has both a manual and electric CPR function. Refer to Section 9 Bed Controls and Indicators for instructions on how to use the electric CPR function.

To operate the manual CPR function:

1. Locate the CPR Levers at the head end of the bed either side of the headboard as shown in Figure 10.1 and Figure 10.2. The CPR function can be operated from either CPR Lever.

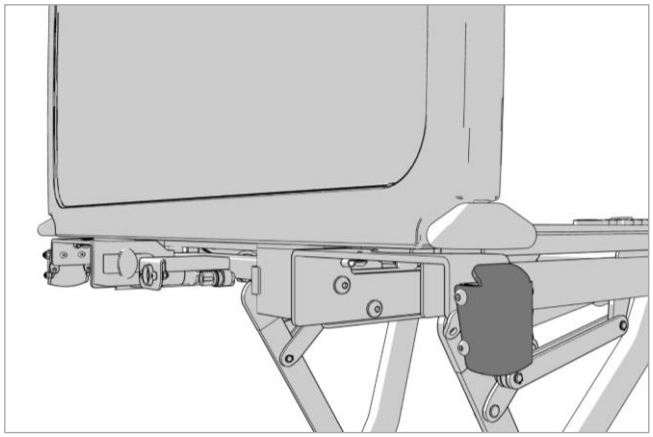


Figure 10.1

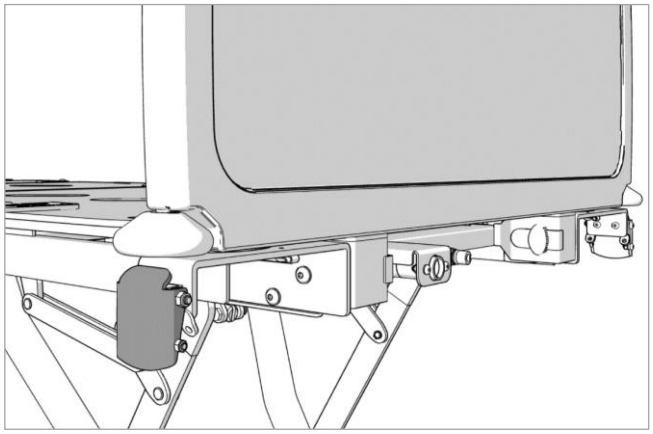


Figure 10.2

2. Pull the CPR Lever away from the bed as shown in Figure 10.3 and Figure 10.4 continuing to hold the CPR Lever until the backrest is completely flat.

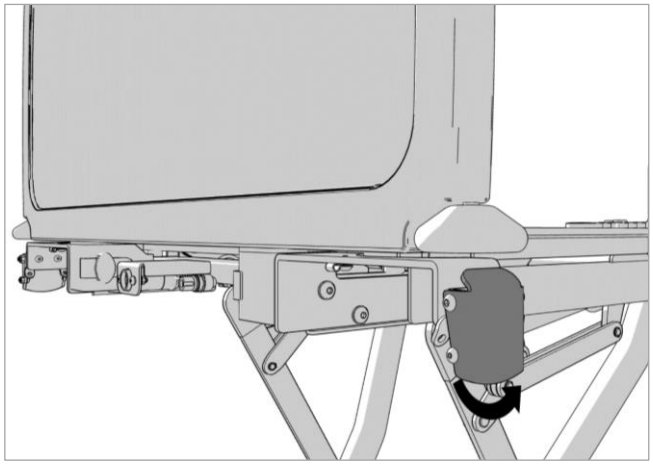


Figure 10.3

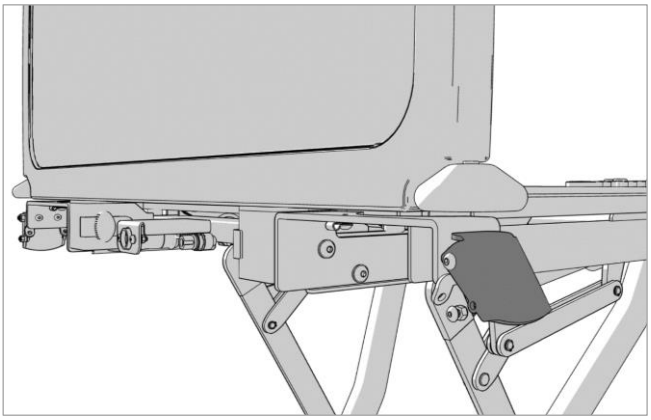


Figure 10.4

The Headboard can be removed within 15s if required by undoing the handwheels as shown in Figure 10.5 and lifting the headboard. See section 8 for a detailed description.

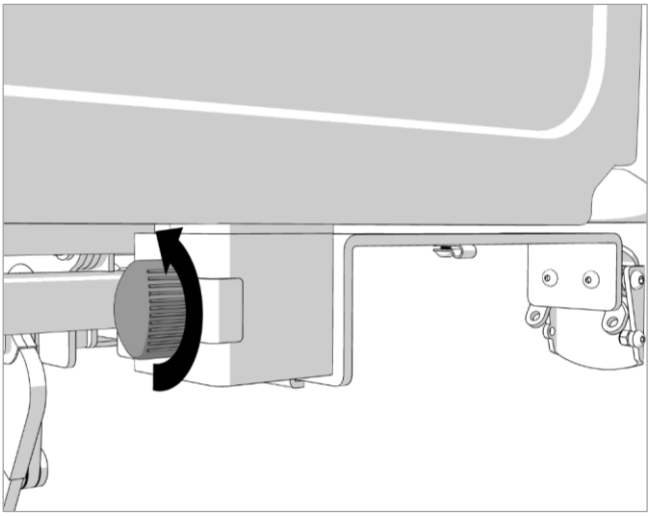


Figure 10.5

11. Length Adjustment----------

WARNING

Length adjustment should only be carried out when the bed is empty.

When using the length adjustment feature with a ProTect siderail fitted there is an increased risk of entrapment and entanglement.

The ProTect Siderail Extender must be used which reduces the associated risks.

Never sit, stand or hang on the leg rest.

Proxima can be extended by 20cm at the foot end. Refer to section 15 for the appropriate length setting for the mattress being used.

To extend the bed:

1. Remove the Footboard from the bed referring to section 8.
2. At the foot end of the bed locate the Footboard frame locking levers and rotate them towards the floor to unlock the Footboard frame as shown in Figure 11.1, Figure 11.2 and Figure 11.3.

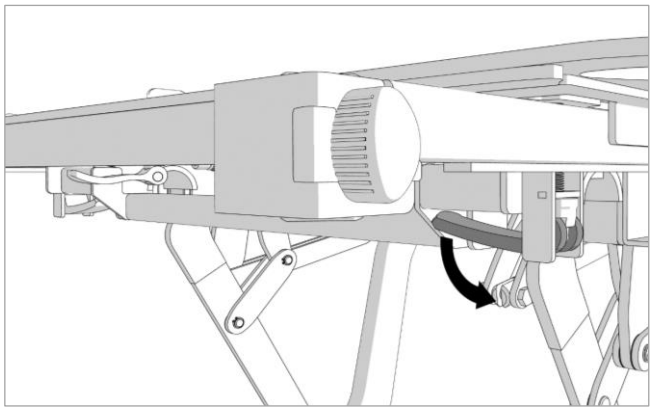


Figure 11.1

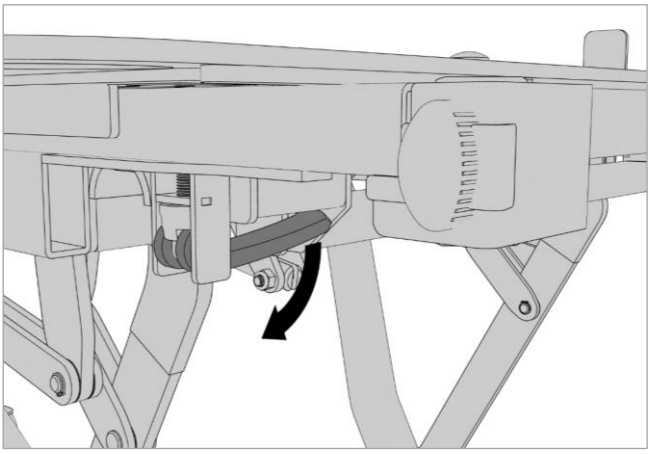


Figure 11.2

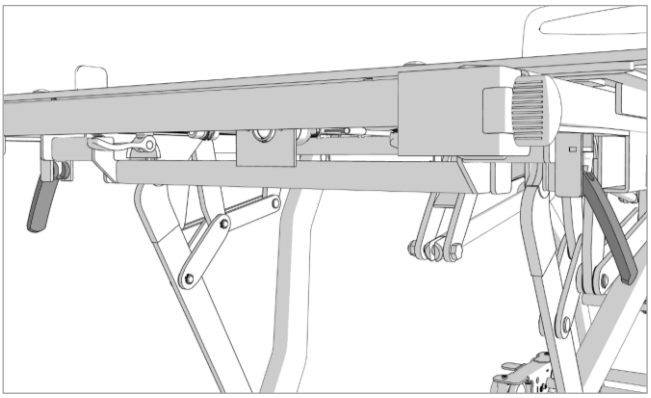


Figure 11.3

Hold the Footboard frame and pull out to the desired extension as in Figure 11.4 and Figure 11.5

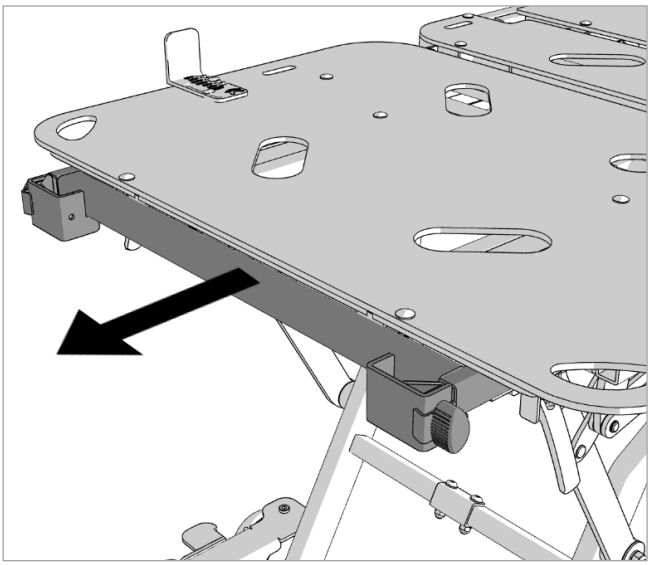


Figure 11.4

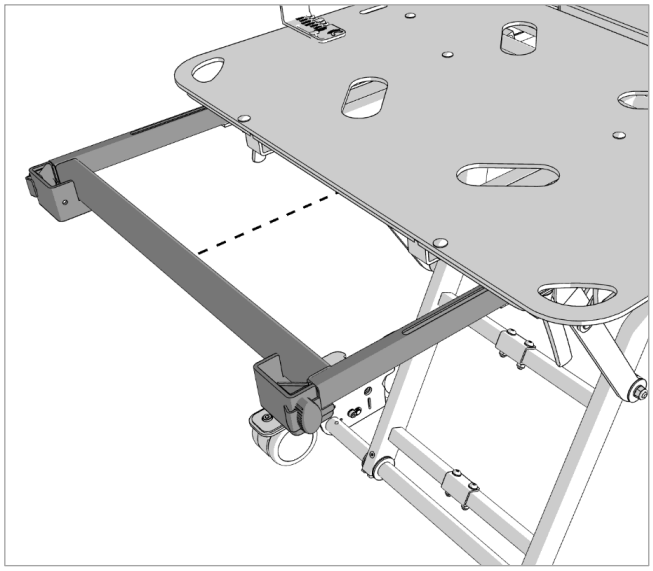


Figure 11.5

Rotate the Footboard frame locking levers upwards to lock the Footboard frame in position as in Figure 11.6 and Figure 11.7.

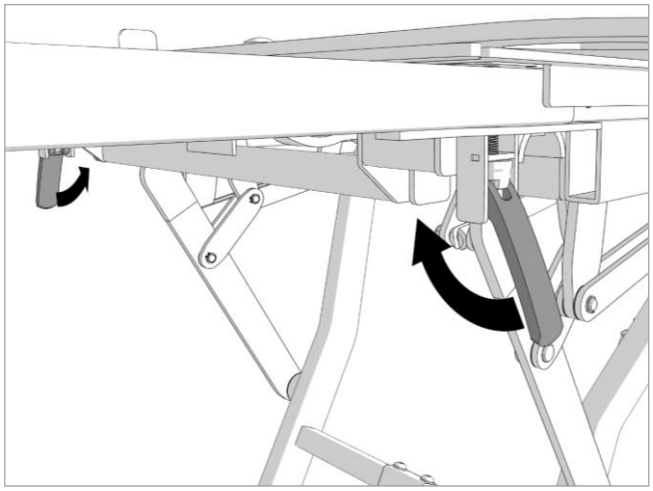


Figure 11.6

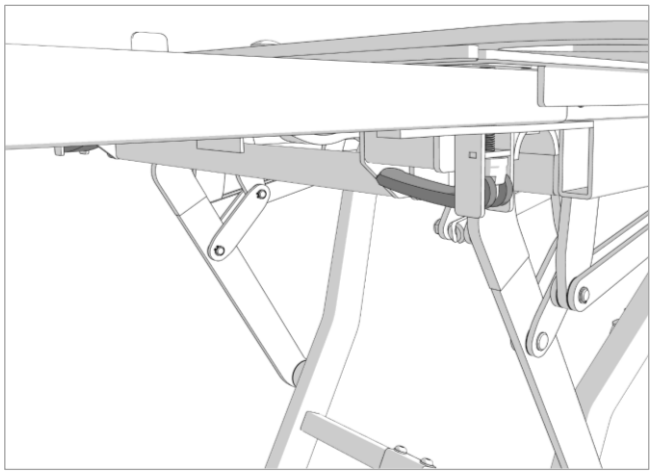


Figure 11.7

3. Raise the Legrest to its highest setting referring to section 9 as shown in Figure 11.8.

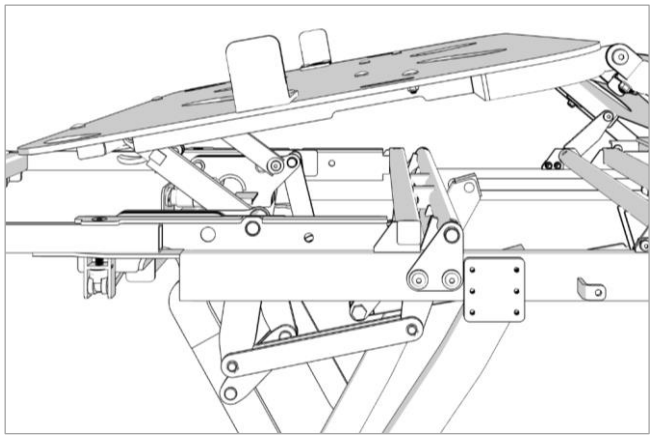


Figure 11.8

4. Rotate the Legrest platform locking levers towards the floor to unlock the Legrest mattress platform length adjustment as in Figure 11.9 and Figure 11.10.

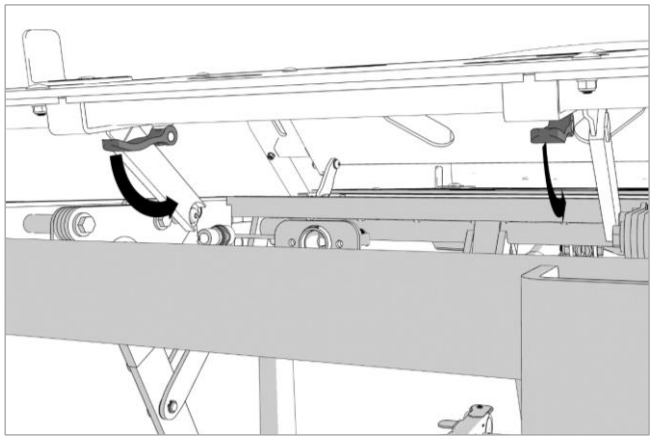


Figure 11.9

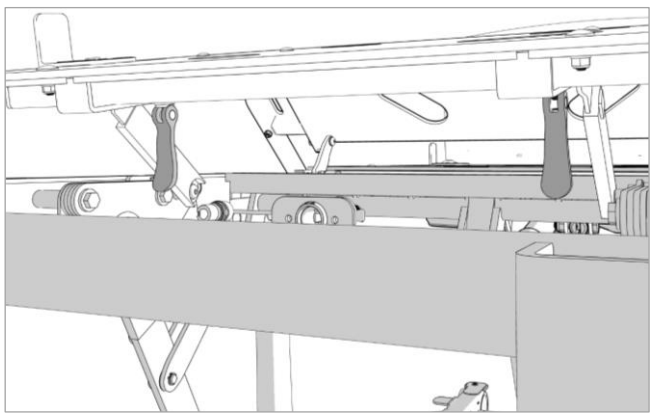


Figure 11.10

5. Hold the Legrest mattress platform by the handles (as indicated below) and pull out to the desired extension as in Figure 11.11 and Figure 11.12.

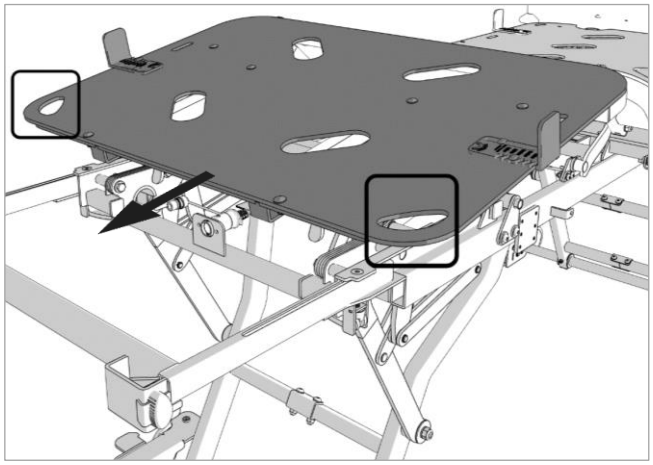


Figure 11.11

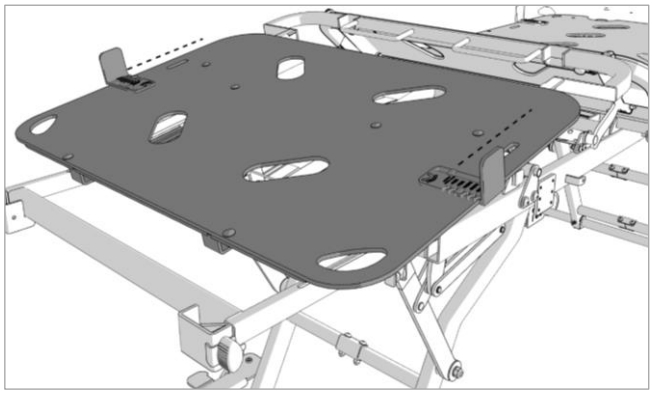


Figure 11.12

6. Rotate the Legrest frame locking levers upwards to lock the Legrest mattress platform in the desired position as in Figure 11.13 and Figure 11.14.

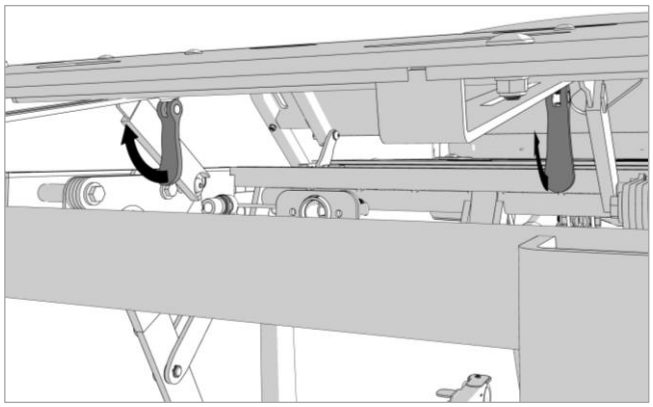


Figure 11.13

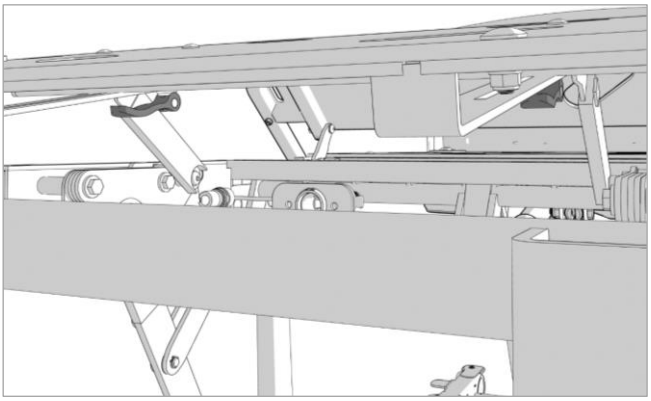


Figure 11.14

Replace the Footboard referring to Section 8.

12. Using the Directional Lock ----------

There are two types of castors fitted to Proxima: seven standard castors and one directional locking castor.

The directional locking castor should be used when portering Proxima down corridors to aid travel in a straight direction.

The directional locking castor is located at the foot end of the bed as shown in Figure 12.1.

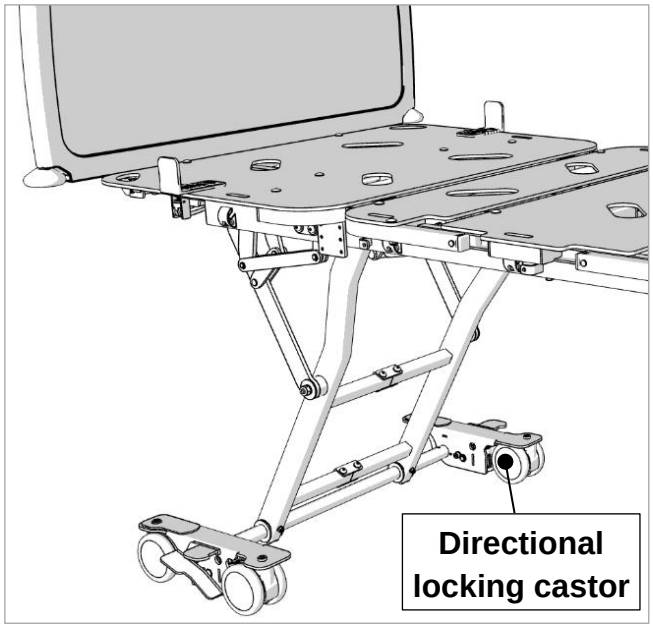


Figure 12.1

It may be necessary to move the bed prior to engaging the directional lock to ensure that the locking pedal is not within the castor bracket and is accessible.

1. To engage the directional lock, press the lower part of the directional lock pedal (marked lock) as in Figure 12.2 until the lever locks into position.

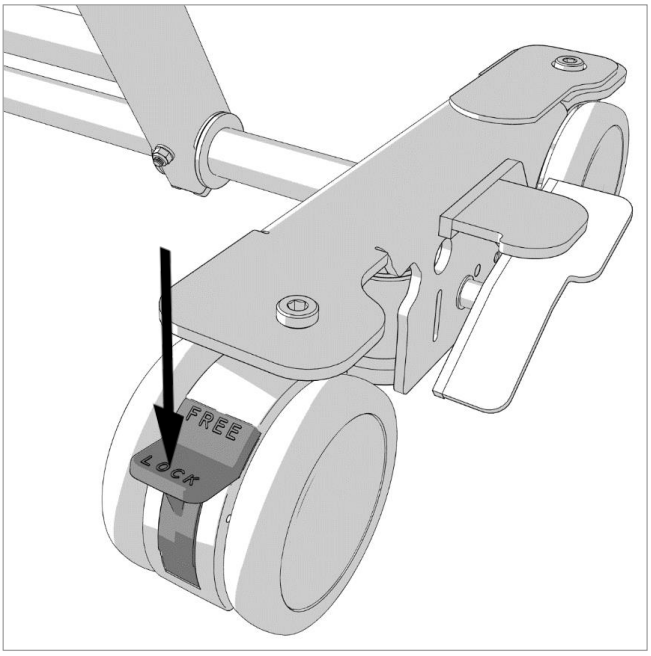


Figure 12.2

2. To release the directional lock, press the upper part of the directional lock lever (marked free) as shown in Figure 12.3 until the lever disengages and moves to the free position as shown in Figure 12.2.

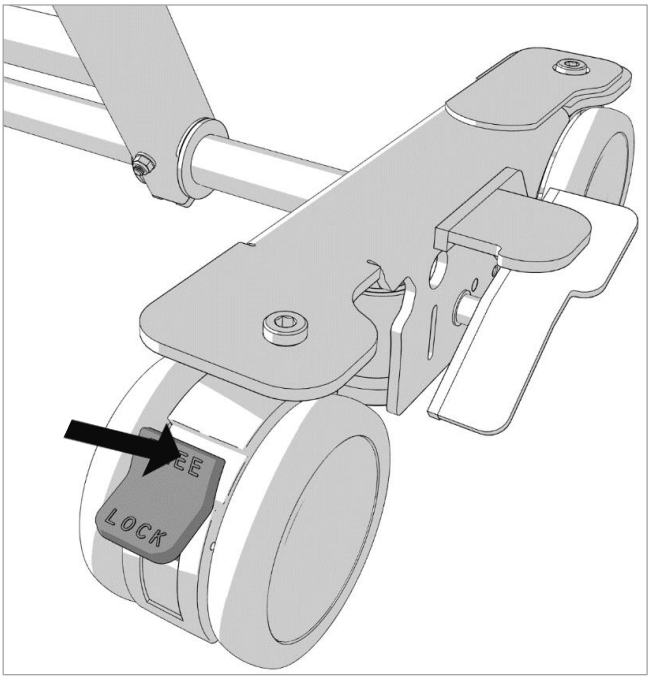


Figure 12.3

13. Using the Braking System ----------

Care must be taken to ensure the braking system is always engaged when the bed is in use, being assembled or dismantled to ensure the bed does not move accidentally.

Proxima utilises a braking system which needs to be engaged at **both** ends of the bed. The braking system can be engaged from either side of the bed.

1. To engage the braking system at one end of the bed press the red upper pedal firmly downwards as shown in Figure 13.1 until it locks into position as shown in Figure 13.2. Repeat for the other end of the bed.

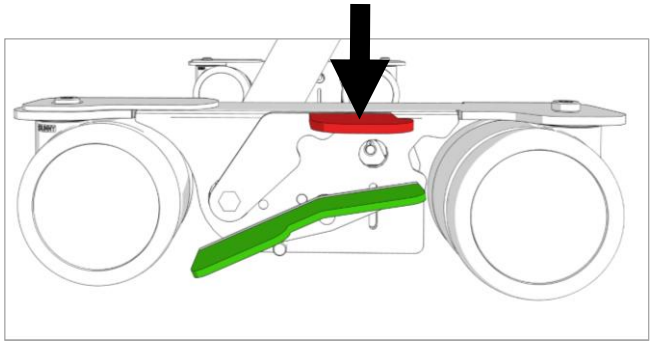


Figure 13.1

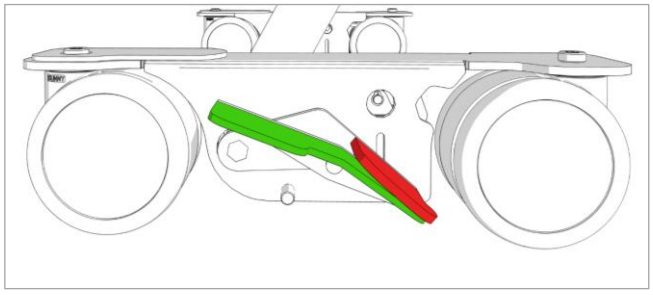


Figure 13.2

2. To disengage the braking system, press the green pedal firmly downwards as shown in Figure 13.3 until the red pedal returns to the disengaged position as shown in Figure 13.1. Repeat for the other end of the bed.

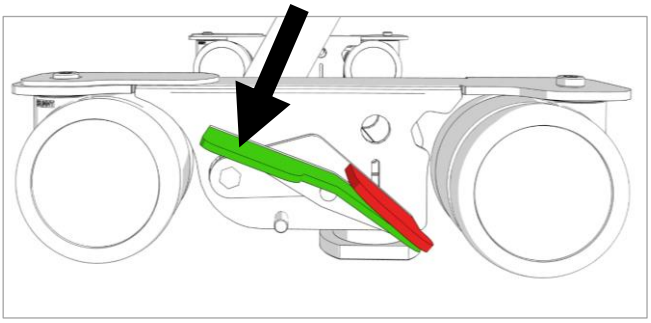


Figure 13.3

14. Functionality Check----------

WARNING

Functionality check MUST be carried out by suitably trained and qualified personnel.

Check for obstructions around, above and below the bed frame and position the bed so that it can operate through the full height range without any risk of obstruction or entrapment.

Always engage the brakes when the bed is stationery or left unattended.

Note: The functionality check needs to be completed using both the attendant handset and the patient handset. Step two is not possible with the patient handset so should be skipped.

Using the handset, test all bed functions and check all cables for risk of crushing. Refer to Section 9 - Bed Controls and Indicators:

1. Raise the bed to full height, press button 9 followed by holding button 2.
2. Lower the bed to the floor-level position press button 9 followed by holding button 3.
3. Check all cables for risk of crushing.
4. Raise and lower the Backrest, press button 4 followed by holding button 2 to raise the Backrest. Press button 4 followed by holding button 3 to lower the Backrest.
5. Raise and lower the Legrest, press button 5 followed by holding button 2 to raise the Legrest. Press button 5 followed by holding button 3 to lower the Legrest.
6. Check the Reverse Trendelenburg function (head up, feet down), press button 8 followed by holding button 2.
7. Check the Trendelenburg function (head down, feet up) press button 8 followed by holding button 3.
8. Check the Semi-Fowlers position function, press button 7 followed by holding button 2.
9. Check the chair position function, press button 6 followed by holding button 2.
10. Check the CPR function, place the bed in the chair position, press button 6 followed by holding button 2. Once the bed is in the chair position press button 11 to start the CPR function.
11. Check the function of the CPR levers. Raise the bed to its full height, press button 9 followed by holding button 2. Raise the backrest, press button 4 followed by holding button 2. Ensure the backrest is clear of all obstructions, pull one of the CPR levers to drop the backrest to the horizontal position. Repeat the CPR function check for the remaining CPR Lever.
12. Engage the braking system at both ends of the bed. Gently push the bed at each end to ensure the brakes are working.

15. Mattress Selection----------

WARNING

Incompatible mattresses can create hazards and entrapment risks. Read instructions for use.

Where a speciality mattress or mattress overlay is used and the distance from the top of the uncompressed mattress to the top of the siderail, if fitted, is less than 220mm/8.7in a risk assessment must be performed to assure equivalent safety.

Bed extension MUST be carried out by suitably trained and qualified personnel.

Please contact Accora for compatible mattresses.

Incompatible mattresses can create hazards and entrapment risks.

All mattresses must be fitted and used in accordance with the mattress manufacturer or supplier's instructions.

Mattress size	Length setting (See section 11)
200-202cm x 88-90cm x 150-200mm (LxWxH) Standard length / standard width	Standard setting at foot end
220cm x 88-90cm x 150-200cm (LxWxH) Extended length / standard width	Extended setting at foot end

16. Siderail Selection ----------

WARNING

Only use side rails that are compatible with this bed as supplied by Accora.

Incompatible siderails can create hazards and entrapment risks.

A risk assessment must be performed prior to the use of siderails.

There are two types of siderail available from Accora for Proxima: the folding siderail and the ProTect siderail. *Note: these siderails are not available in all regions.*

Description	Part number
Folding Siderail Set	SDRFLD-0-FL7-000
ProTect 200cm Siderail Kit	SDR-PT1-FL7-000

Before fitting or using any siderails you must refer to their respective instruction manuals.

Siderails and the bed lever cannot be fitted to the bed at the same time.

17. Moving and Repositioning ----------

WARNING

Moving or repositioning MUST be carried out by suitably trained and qualified personnel.

All functions MUST be tested and approved by a competent person after moving or repositioning.

Do not move the bed when the power supply is plugged in to the mains supply socket.

When moving or repositioning the bed, disconnect the power supply, secure the power cable on the bed and do not allow cable loops to get snagged or caught.

Take care when moving the bed over door thresholds.

1. Ensure the bed is at its highest position and the mattress platforms are flat (refer to Section 9).
2. Disconnect the power supply cable.
3. Secure both handsets, power supply and all cables to prevent damage.
4. Disengage the braking system at both ends of the bed and engage the directional lock (See Section 12 and 13).
5. When the bed has been moved or repositioned re engage the braking system.
6. Reconnect the power supply cable and perform full functionality check as described in Section 14.

18. Cable Routing for Mattress Pump ---

WARNING

When fitting accessories with a power cable to Proxima, the bed must be disconnected from the mains power supply.

Careful consideration needs to be given to the cable route to ensure functionality is not compromised by crushing or shearing of cables from the bed mechanism.

Any fitting requirements of the mattress must be followed to ensure compatibility with Proxima.

Fitting must be carried out by a competent person. All bed functions must be tested through a full cycle by a competent person after fitting the accessory.

The images show a method for securing the power cable (shown in black) to the Proxima bed frame. The power supply is drawn at the head end of the bed, and the accessory at the foot end.

Cable routing on Proxima for accessories is achieved by using the spare cable clips mounted to the underside of the main frame. There are four in total.

Figure 18.1 shows a spare cable clip. To secure the cable place the cable in the cable clip, it may be necessary to lift the cable clip up to allow the cable to seat fully in the clip. Once seated push down on the clip until it locks into place as shown in Figure 18.2.

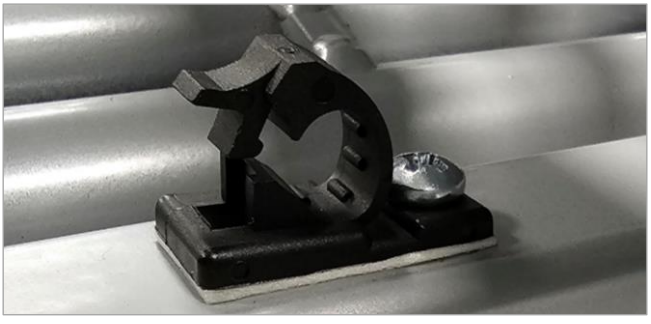


Figure 18.1

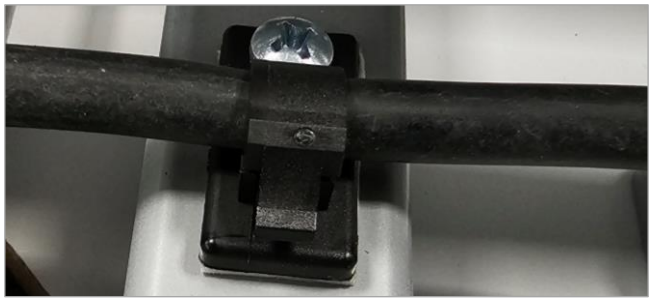


Figure 18.2

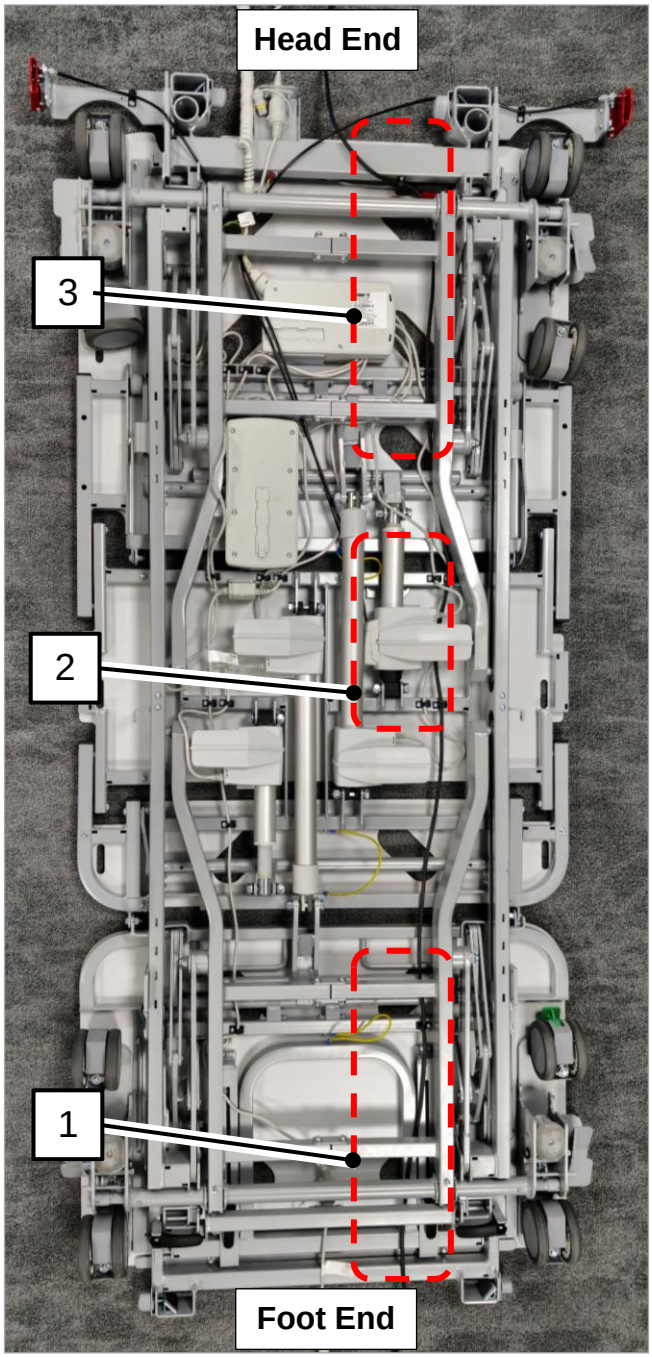


Figure 18.3

The accessory cable should pass underneath the Footboard Frame and locate in the first accessory clip located as shown in Figure 18.4.

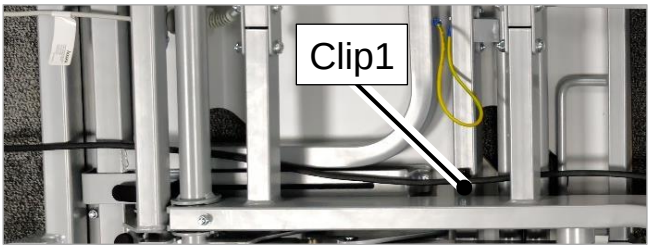


Figure 18.4

The accessory cable should be routed such that it runs above the actuator. It should be secured in the second accessory clip as shown in Figure 18.5.

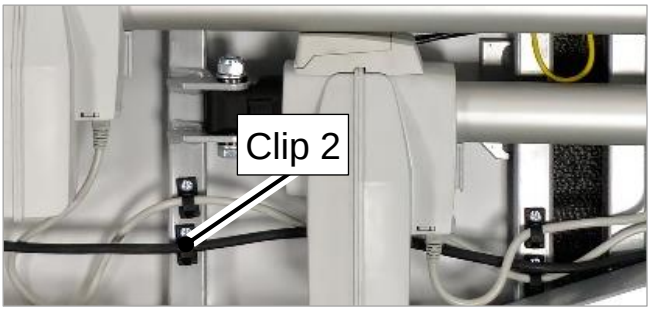


Figure 18.5

The accessory cable should be secured in the third accessory clip ensuring there is minimal slack to avoid entrapment or catching of the accessory cable as shown in Figure 18.6. Finally the accessory cable should be secured in accessory clip 4 ensuring the bend radius of the cable is not too tight as shown in Figure 18.6.

Figure 18.6

Gently tugging on the cable will confirm if the lip is closed properly.

It is easiest to route the cable under the bed without securing the cable clips until the plug is at the head end of the bed to ensure there is enough slack to enable the cable to move with the frame as it raises and lowers.

19. Cleaning & Disinfection ----------

WARNING

The bed must be disconnected from the power supply when being cleaned or disinfected.

All functions MUST be tested and approved by a competent person after cleaning or disinfection.

The bed MUST be cleaned and disinfected before re-using the bed for a different patient.

Cleaning Information

Cleaning must be carried out at regular intervals as determined by the facility. The bed must be cleaned between patients.

It is expected that cleaning the bed as described will take 15-30 minutes.

To disinfect the bed, only use detergents designed for use in healthcare. Do not use abrasives, scourers or other materials that could damage the coating. Do not use corrosives, caustics or strong acids.
Do not use detergents that could alter the structure or behaviour of the plastics (petrol etc.).

Clean by wiping with a damp cloth.

Accora cannot be liable for any damage or risk of damage if inappropriate cleaning or disinfectant agents are used.

Cleaning Procedure

1. Remove all accessories, mattress and mattress guides etc.
2. Adjust the mattress platform to the highest position and adjust the position of the backrest and legrest to provide access for cleaning all the platform parts.
3. Disconnect the bed from the power supply.
4. Move the bed to where cleaning will take place and engage the braking system.
5. Clean as described in the “Cleaning Information” section above.

20. Troubleshooting ----------

WARNING

Troubleshooting MUST be carried out by suitably trained and qualified personnel.

Do not attempt to open any electrical part enclosures.

Do not attempt to repair any electrical parts.

All functions MUST be tested and approved by a competent person after troubleshooting.

The control box has an indicator light which may be used for troubleshooting. The indicator light can be seen by raising the backrest to its highest setting. The Backrest can be lifted manually in the case of no power being available. The control box is located at the head end of the bed as indicated in Figure 20.1.

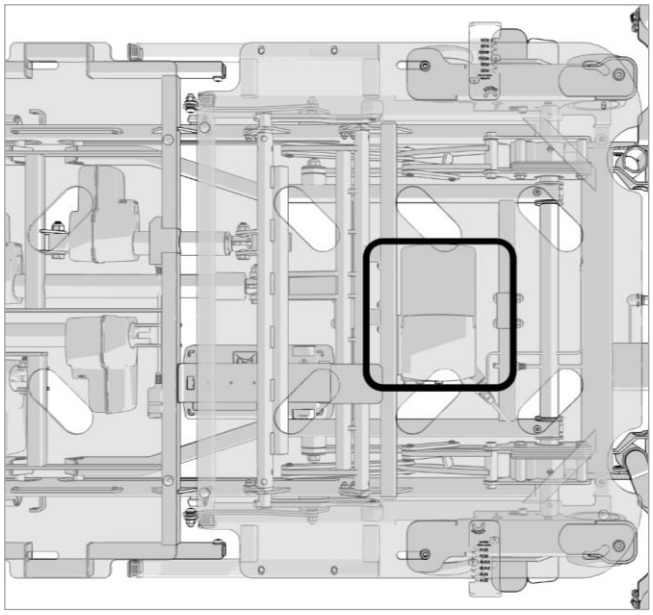


Figure 20.1

The indicator light as shown in Figure 20.2 shows green when the mains power is connected, and orange when a handset button is pressed.

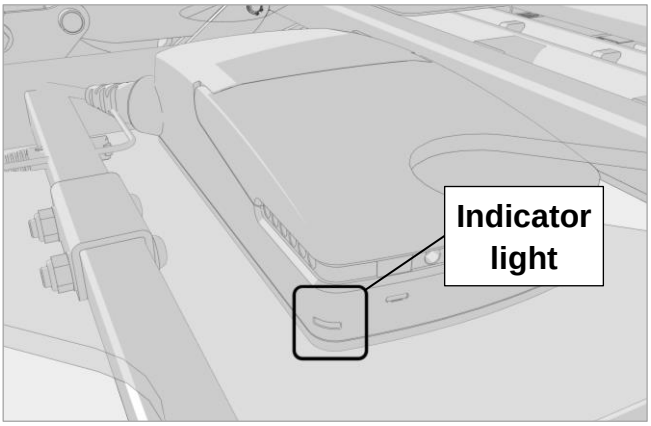


Figure 20.2

Problem	Possible solution(s)
The bed makes a beeping sound when a button is pressed on the handset, but nothing happens.	Unlock the handset as described in section 9.
The bed is not functioning. Control box indicator light is not lit.	Check that the bed is connected to a mains power supply and the socket is switched on. Check mains power supply connection to control box.
The bed is not functioning. The control box indicator light is green but does not change to orange when a handset button is pressed.	Check connection of handset to control box.
The bed does not function as expected.	Reset the bed by pressing and holding buttons 2 and 3 on the Patient handset as shown in Figure 9.1 until the beeping sound stops. Raise the bed to its full height.

If the bed still does not function correctly, contact Accora for further advice.

If an optional battery has been fitted there is an indicator light which may be used for troubleshooting. The battery is located at the head end of the bed as shown in Figure 20.3 (the backrest platform is transparent for clarity).

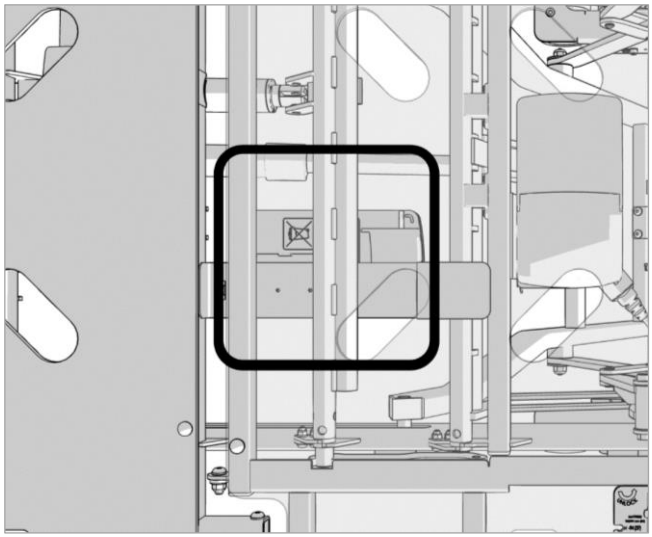


Figure 20.3

The indicator light is located on the corner of the battery as show in Figure 20.4.

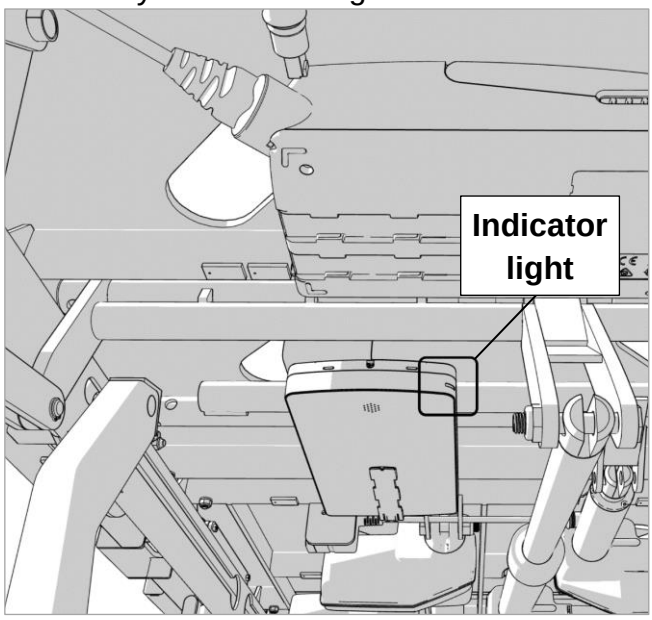


Figure 20.4

The indicator light shows orange when the battery is charging and is not on when the battery is fully charged. On initial connection with the system the light will show orange for a short duration as feedback that its connected correctly. Following this the light will follow the standard behaviour described above and in the table below.

The following lists the different states of the battery.

Problem	Possible solution(s)
The bed makes a beeping sound when not connected to the mains power.	The battery charge level is low. Charge the battery by connecting the bed to the mains power supply.
The bed is connected to the mains power supply but the battery light indicator is flashing orange.	There is an error during charging of the battery. Check the battery cable on the battery and battery connection to the control box.

If the bed still does not function correctly, contact Accora for further advice.

21. Storage ----------

For problem-free storage we recommend:

1. Disconnect the bed from the electrical supply.
2. Secure the power cable to the bed to prevent any damage to the cable while moving.
3. Remove the accessories.
4. Wrap the bed and accessories or cover them so that the coating and plastic parts are not damaged.
5. Bed should be stored in a temperature between -10°C and +50°C.
6. Bed should be stored in a relative humidity (non-condensing) between 20% and 80%.

22. Daily Inspection ----------

Daily visual inspection is strongly recommended and may be carried out by caregiver, user or another person.

The following checks must be carried out:

1. Does the bed operate as per its intended purpose without unexpected noise or motion?
2. Are there any signs of abuse or excessive wear?
3. Are all fixtures and fittings tight and secure?
4. Does the bed frame appear stable and secure?
5. Are all accessories fitted in line with the accessory manufacturer or accessory supplier’s instructions?
6. Is the braking system engaged at both ends of the bed?
7. Are all electrical cables (including accessories, e.g., mattress air pump) secured and routed to prevent damage?
8. Does the handset lock function work correctly on both handsets? (See Section 9)
9. Does the bed enter half speed mode when transitioning to floor-level mode? (See Section 9)
10. Is the area around, above and below bed clear of possible obstruction?
11. Is there any risk of entrapment or patient injury?
12. Are any electrical cables pinched, crushed or damaged in any way?

If any damage, performance issue or cause for concern is noted during this inspection the bed should be disconnected from the power supply immediately, withdrawn from service and appropriate steps should be taken.

23. General Maintenance----------

WARNING

Maintenance MUST be carried out by suitably trained and qualified personnel.

All functions MUST be tested and approved after maintenance by suitably trained and qualified personnel.

Only power supply supplied with bed may be used.

Do not carry out maintenance with service user or patient on the bed.

The power supply cord may be replaced by suitably trained and qualified personnel. Ensure that the replacement power supply cord is attached to the bed frame in the same way as the original power supply cord. Operate the bed through all its functions to ensure the power supply cord is not trapped in the mechanism.

For information on service and repair of the Proxima, refer to the service manual, SER-FL7-001EN. Repairs to the bed must be carried out by suitably trained and qualified personnel.

24. Guarantee ----------

The Proxima has a warranty period of 2 years on the electrical components and accessories, and 10 years on the frame.

25. Disposal----------

In the event of the disposal of materials from the bed, end-of-life parts must be disposed of in accordance with current environmental regulations.

26. EMC Statement ----------

Guidance and manufacturer's declaration-electromagnetic emissions		
The bed is intended for use in the electromagnetic environment specified below. The customer or the user of the bed should assure that it is used in such an environment.		
Emission test	**Compliance**	**Electromagnetic environment-guidance**
RF emissions CISPR 11	Group 1	The bed uses RF energy only for its internal function. Therefore, its RF emissions are very low and are not likely to cause any interference in nearby electronic equipment.
RF emissions CISPR 11	Class B	The bed is suitable for use in all establishments, including domestic establishments and those directly connected to the public low-voltage power supply network that supplies buildings used for domestic purposes.
Harmonic emissions IEC 61000-3-2	Class A	
Voltage fluctuations /flicker emissions IEC 61000-3-3	Compliance	

Guidance and manufacturer's declaration-electromagnetic immunity The bed is intended for use in the electromagnetic environment specified below. The customer or the user of the bed should assure that it is used in such an environment.			
Immunity test	**IEC 60601 test level**	**Compliance level**	**Electromagnetic environment-guidance**
Electrostatic discharge (ESD) IEC 61000-4-2:2009	± 8 kV contact ± 2, 4, 8, 15 kV air	± 6 kV contact ± 8 kV air	Floors should be wood, concrete or ceramic tile. If floors are covered with synthetic material, the relative humidity should be at least 30%
Electrical fast transient/burst IEC 61000-4-4:2012	± 2kV for power supply lines ± 1kV for input/output lines	± 2kV for power supply lines Not applicable	Mains power quality should be that of a typical commercial or hospital environment.
Surge IEC 61000-4-5:2006	± 0.5, 1kV line(s) to line(s) ± 0.5, 1.0, 2kV line(s) to earth	± 1kV differential mode Not applicable	Mains power quality should be that of a typical commercial or hospital environment.
Voltage Dips, short interruptions and voltage variations on power supply input lines IEC 61000-4-11:2017	<5% UT(>95% dip in UT) for 0,5 cycle 40% UT(60% dip in UT) for 5 cycles 70% UT(30% dip in UT) for 25 cycles <5% UT(>95% dip in UT) for 5 s	<5% UT(>95% dip in UT) for 0,5 cycle 40% UT(60% dip in UT) for 5 cycles 70% UT(30% dip in UT) for 25 cycles <5% UT(>95% dip in UT) for 5 s	Mains power quality should be that of a typical commercial or hospital environment. If the user of the bed requires continued operation during power mains interruptions, it is recommended that the bed be powered from an uninterruptible power supply or a battery.
Power frequency (50, 60 Hz) magnetic field IEC 61000-4-8:2012	3 A/m	3 A/m	The bed power frequency magnetic fields should be at levels characteristic of a typical location in a typical commercial or hospital environment.
NOTE UT is the a.c. mains voltage prior to application of the test level.			

Guidance and manufacturer's declaration-electromagnetic immunity

The bed is intended for use in the electromagnetic environment specified below.

The customer or the user of the bed should assure that is used in such and environment.

Immunity test	IEC 60601 test level	Compliance level	Electromagnetic environment-guidance
Conducted RF IEC 61000-4-6:2014	3 Vrms 150 KHz to 80 MHz	3 Vrms	Portable and mobile RF communications equipment should be used no closer to any part of the bed including cables, than the recommended separation distance calculated from the equation applicable to the frequency of the transmitter. Recommended separation distance: $d = 1,2 \sqrt{P}$ $d = 1,2 \sqrt{P}$ 80MHz to 800 MHz $d = 2,3 \sqrt{P}$ 800MHz to 2,5 GHz Where P is the maximum output power rating of the transmitter in watts (W) according to the transmitter manufacturer and d is the recommended separation distance in metres (m). Field strengths from fixed RF transmitters, as determined by an electromagnetic site survey, should be less than the compliance level in each frequency range. Interference may occur in the vicinity of equipment marked with the following symbol: 
Radiated RF IEC 61000-4-3:2006 ± A1:2008 ± A2:2010	80MHz – 2.7GHz 10V/m (1kHz 80%) 385 MHz 27 V/m PM 18 Hz 450 MHz 28 V/m FM 1 kHz sine 710 MHz 9 V/m PM 217 Hz 745 MHz 9 V/m PM 217 Hz 780 MHz 9 V/m PM 217 Hz 810 MHz 28 V/m PM 18 Hz 870 MHz 28 V/m PM 18 Hz 930 MHz 28 V/m PM 18 Hz 1720MHz 28 V/m PM 217 Hz 1845 MHz 28 V/m PM 217 Hz 1970 MHz 28 V/m PM 217 Hz 2450 MHz 28 V/m PM 217 Hz 5240 MHz 9 V/m PM 217 Hz 5500 MHz 9 V/m PM 217 Hz 5785 MHz 9 V/m PM 217 Hz	3 V/m	

NOTE1 At 80 MHz and 800 MHz, the higher frequency range applies.

NOTE2 These guidelines may not apply in all situations. Electromagnetic propagation is affected by absorption and reflection from structures, objects and people.

a	Field strengths from fixed transmitters, such as base stations for radio (cellular/cordless) telephones and land mobile radios, amateur radio, AM and FM radio broadcast and TV broadcast cannot be predicted theoretically with accuracy. To assess the electromagnetic environment due to fixed RF transmitters, an electromagnetic site survey should be considered. If the measured field strength in the location in which the bed is used exceeds the applicable RF compliance level above, the bed should be observed to verify normal operation. If abnormal performance is observed, additional measures may be necessary, such as re-orienting or relocating the bed.
b	Over the frequency range 150 kHz to 80 MHz, field strengths should be less than 3 V/m.

Recommended separation distance between portable and mobile RF communications equipment and the bed.

The bed is intended for use in an electromagnetic environment in which radiated RF disturbances are controlled.

The customer or the user of the bed can help prevent electromagnetic interference by maintaining a minimum distance between portable and mobile RF communications equipment (transmitters) and the bed as recommended below, according to the maximum output power of the communications equipment.

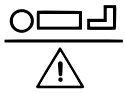
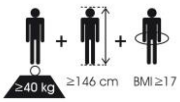
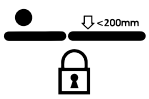
Rated maximum output power of transmitter W	Separation distance according to frequency of transmitter m		
	150 kHz to 80 MHz $d = 1,2\sqrt{P}$	80 MHz to 800 MHz $d = 1,2\sqrt{P}$	800 MHz to 2,5 GHz $d = 2,3\sqrt{P}$
0,01	0,12	0,12	0,23
0,1	0,38	0,38	0,73
1	1,2	1,2	2,3
10	3,8	3,8	7,3
100	12	12	23

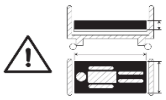
For transmitters rated at a maximum output power not listed above, the recommended separation distance d in metres (m) can be estimated using the equation applicable to the frequency of the transmitter, where p is the maximum output power rating of the transmitter in watts (W) according to the transmitter manufacturer.

NOTE1 At 80 MHz and 800 MHz, the separation distance for the higher frequency range applies.

NOTE2 These guidelines may not apply in all situations. Electromagnetic propagation is affected by absorption and reflection from structures, objects and people.

27. Table of Symbols ----------

	General warning
	General caution
	Complies with the European Medical Device Regulation 2017/745
	Complies with the Medical Devices Regulations 2002 as amended
	Model number
	Serial number
	Maximum patient weight
	Physical description of an adult
	Manufactured date
	Manufacturer
	Medical Device in accordance with EU Medical Device Regulation 2017/745
	Floor-Level function warning
	Ensure the side rails are compatible with the bed before fitting

	Warning, use compatible mattresses only
	Safe working load (SWL) – Maximum weight the bed can safely carry including the patient, mattress and accessories fitted
	Refer to instructions for use before using the product
	The B symbol indicates this product has a degree of protection against electric shock for type B equipment
	Do not dispose of in household waste
	Degree of protection against electric shock: Class II Double Insulated
	For indoor use only
IPX6	Degree of protection against liquid ingress
EC REP	EC Representative

28. Contact Details ----------

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