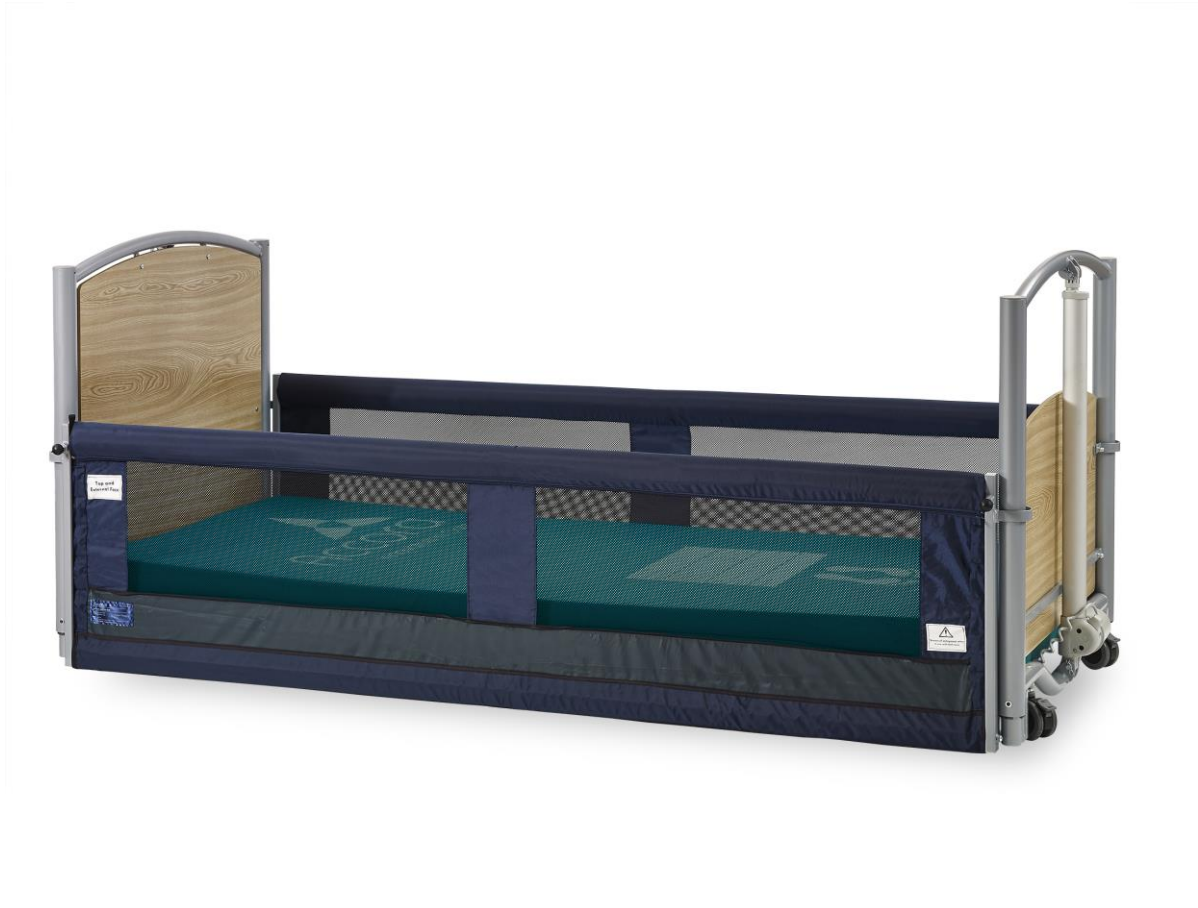




## Accessories



## FloorBed 1 Siderails

IFU-FL1-008 EN REV 01

October 2017

## Contents

Title	Page
Welcome	2
General warnings	3
1. Means of delivery	3
2. Safety Instructions	3
3. Intended use	3
4. Technical specification	4
5. Accessories and spare parts	4
6. Assembly and fitting	4
7. Using the siderails	8
8. Functionality check	10
9. Cleaning and disinfection	10
10. Troubleshooting	10
11. Storage	10
12. Guarantee	10
13. Disposal	11
14. Daily inspection	11
15. General maintenance	11
16. Table of symbols	11

## Design Policy and Copyright

® And ™ are trademarks belonging to Accora Ltd unless otherwise stated. As our policy is one of continuous improvement, we reserve the right to modify designs without prior notice. © Accora Ltd 2017.

## Welcome

Dear Customer,

Thank you for buying an Accora healthcare product. We feel sure that this equipment will exceed your expectations.

This manual is important for realising the full potential of your new FloorBed1 Siderails. Please read it before use. If you need further information, or would like to order more FloorBed1 Siderails, please contact us at:

Accora Customer Service

Tel: 01223 206100

Fax: 01223 206120

E-mail: [info@accora.uk.com](mailto:info@accora.uk.com)

This instruction manual applies to the FloorBed 1 Siderails.

The FloorBed 1 Siderails are designed to be used by patients who have a FloorBed 1.

Before operating with this accessory, you must read and fully understand this Instruction Manual. All actions and handling of the FloorBed 1 Siderails must be performed in accordance with the instructions in this Instruction Manual.

Any actions that are inconsistent with this Instruction Manual are performed at your own risk and Accora shall not be liable for any injury or damage. Please ensure that this Instruction Manual is available to Users, Carers, Operators and Patients throughout the life of the FloorBed 1 Siderails.

The FloorBed 1 Siderails should be regularly checked by the User, Carer, Operator or Patient to ensure the setup is correct and functioning as intended.

The FloorBed 1 Siderails are grouped into Medical Device Class 1 in accordance with the European Medical Device Directive 93/42/EEC



## 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 FloorBed 1 Siderails and the safety of users and carers.
3. FloorBed 1 Siderails must be assembled, positioned and used in accordance with these instructions.
4. FloorBed 1 Siderails must not be exposed to smoke, naked flame, extreme temperature, flammable gases or other hazardous substances or situations.
5. 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.
6. Only use siderails, and other accessories, that are compatible with this bed as supplied by Accora. Incompatible siderails can create serious hazards.
7. 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.
8. 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 e.g. siderails.
9. Never sit, stand or hang on the siderails.
10. Assembly and fitting MUST be carried out by suitably trained and qualified personnel.
11. Do not modify the FloorBed 1 Siderails.
12. Patients, or users, should be risk assessed to ensure they are able to understand this manual and to operate FloorBed 1 Siderails safely without risk to themselves or others.
13. If the combined weight of the mattress and accessories exceeds 35kg, the maximum patient weight of the bed must be reduced accordingly.
14. Do not attach anything to the siderail, e.g. mattress air pump.
15. Do not install the side rails when a user is in the bed. The user must be transferred out of the bed before fitting the side rails.
16. Siderails must not be used for restraint of a patient. Patients should be risk assessed by a qualified clinician.
17. The distance from the top of the uncompressed mattress to the top of the siderail must always be greater than 220mm.

## 1. Means of delivery

The FloorBed 1 Siderails are supplied disassembled.

Bars, brackets and fabric require assembly and fitting to a FloorBed 1 nursing bed.

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.

When moving the FloorBed 1 Siderails, loading or unloading, care must be taken so that no parts are lost or damaged.

## 2. Safety Instructions

1. Assembly and fitting MUST be carried out by suitably trained and qualified personnel.
2. Before using the FloorBed 1 Siderails, you must read this Instruction Manual and use this device in accordance with it.
3. The FloorBed 1 Siderails MUST not be used if faults have been detected that may injure the patient, staff or a third person, or damage the FloorBed 1, FloorBed 1 Siderails or the surroundings.
4. Before using the FloorBed 1 Siderails, the operator MUST understand the siderails and their functionality.
5. The FloorBed 1 Siderails must never be overloaded.
6. When operating the FloorBed 1 Siderails, or any other moving parts of the bed, care must be taken to ensure that the patient, other people and objects do not become trapped.
7. When repairing the FloorBed 1 Siderails, only original materials and components supplied by Accora may be used.
8. FloorBed 1 Siderails should be inspected daily.
9. FloorBed 1 Siderails should only be fitted following a clinical assessment of the user or patient.

## 3. Intended Use

The FloorBed 1 Siderails may only be used with FloorBed 1 or FloorBed 1 Plus.

Subject to a risk assessment, side rails can help to create a safer environment for the bed user.

## 4. Technical Specification

Environmental information:

Condition	Temperature Range	Relative Humidity	Atmospheric pressure
Operating	+10°C to +40°C +50°F to +104°F	30% to 75%	700 hPa to 1060 hPa
Transport/ storage	-20°C to +50°C -4°F to +122°F	(Non-condensing)	

If the FloorBed 1 Siderails are stored in conditions outside the normal operating range, they should be allowed time to stabilise, in normal operating conditions, before use.

Description	Value
External Dimensions	2000 L x 500 H x 50 W mm (Standard version) 2200 L x 500 H x 50 W mm (Extended version)
Max Load allowed for FloorBed 2 Siderails	75kg
Material	PU Fabric and mild steel
Total weight of Siderail set	16.8kg
Expected service life	5 years

The FloorBed1 Siderails are available in two lengths and are supplied as a kit comprising two items.

Part number	Description
SDR-0-FL1-100	2000mm Standard version siderail kit includes: FABKIT-0-CB1-000 Fabric and siderail bars SDRBR-0-FL1-200 Fitting brackets
SDREX-0-FL1-100	2200mm Extended version siderail kit includes: FABEXKIT-0-CB1-000 Fabric and siderail bars SDRBR-0-FL1-200 Fitting brackets

## 5. Accessories and spare parts

Description	Order code
FloorBed mattress infill	MTINF-0-FL1-000 (Should be used when siderails are fitted.)
2000mm Siderail kit	SDR-0-FL1-100
2200mm Siderail kit	SDREX-0-FL1-100
Siderail fitting bracket set (fits 2000 and 2200mm)	SDRBR-0-FL1-200
2000mm Fabric and bars set	FABKIT-0-CB1-000
2200mm Fabric and bars set	FABEXKIT-0-CB1-000
Siderail bracket fixing kit	SDRKIT1-0-FL1-000
Siderail fabric fixing kit	SDRKIT2-0-FL1-000
Siderail pull strap	SDRPLST-0-FL1-000

## 6. Assembly and fitting

### 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.

Do not install the side rails when a user is in the bed. The user must be transferred out of the bed before fitting the side rails.

The distance from the top of the uncompressed mattress to the top of the siderail must always be greater than 220mm.

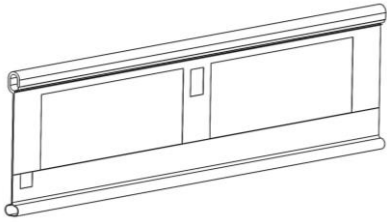
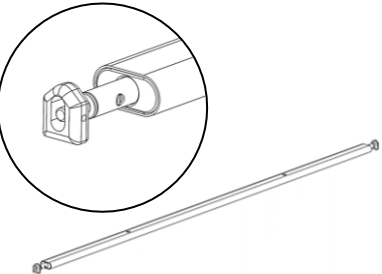
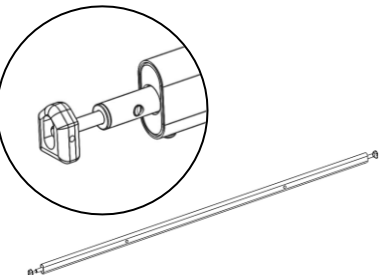



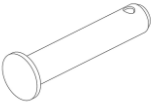
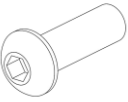
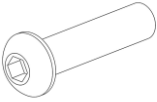
1. Check whether any visible damage has occurred to the bed during transport and that the delivery is complete:

If you are fitting siderails to a standard FloorBed1 (2000mm length) you need fitting brackets (part number SDRBR-0-FL1-200) and fabric and siderail bars (part number FABKIT-0-CB1-000).

If you are fitting siderails to an extended FloorBed1 (2200mm length) you need fitting brackets (part number SDRBR-0-FL1-200) and fabric and siderail bars (part number FABEXKIT-0-CB1-000).

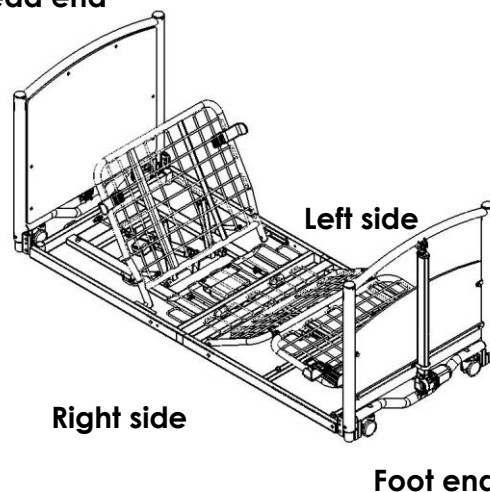
2. You will need the following tools to assemble and fit the FloorBed 1 Siderails:
  - a. 4mm and 5mm Allen keys
  - b. 10mm spanner

### 3. Identify all components:

Fabric Cover Quantity 2	
Bottom Bar Quantity 2	
Top Bar Quantity 2	
Siderail Bracket Quantity 4	
Lifting Handle Quantity 4	
R-Clip Quantity 4	
Pin (50mm) Quantity 4	
Bottom Bar Fixing Screw (25mm) Quantity 4	
Bracket Fixing Screw (35mm) Quantity 4	

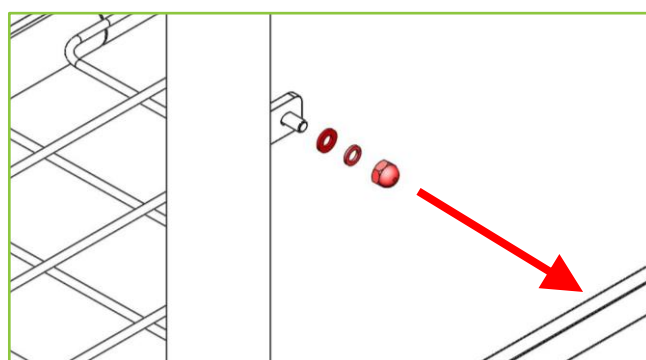
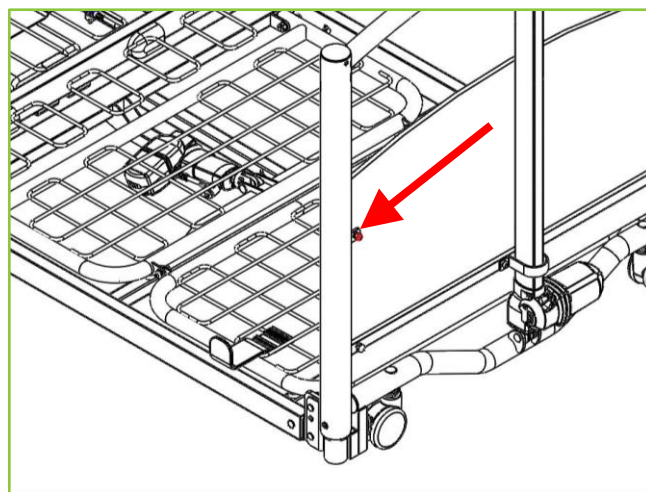
**Note** - Throughout this user manual, the left side and right side of the bed are described from the viewpoint of a patient lying in the bed.

#### Head end

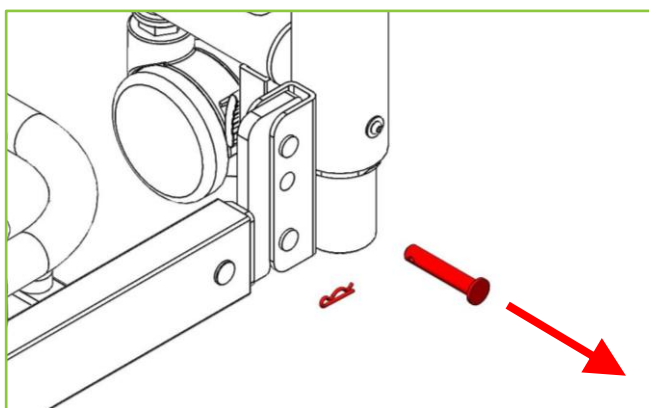
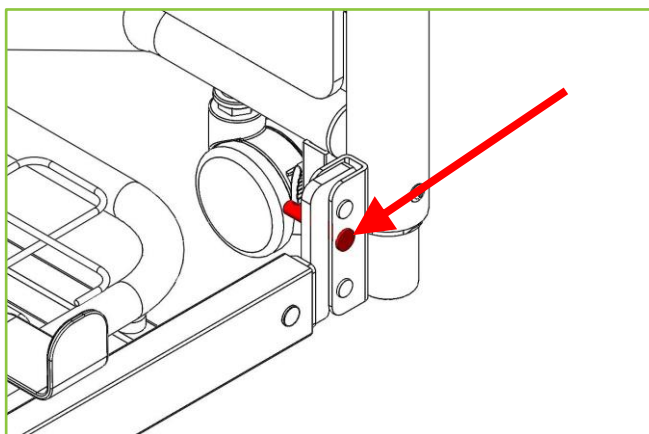


**Note** - The following instructions describe fitting a siderail bracket to the right side of the bed at the foot end.

- Remove the upper footboard fixing bolt and nut as indicated below using a 4mm Allen key and 10mm spanner.

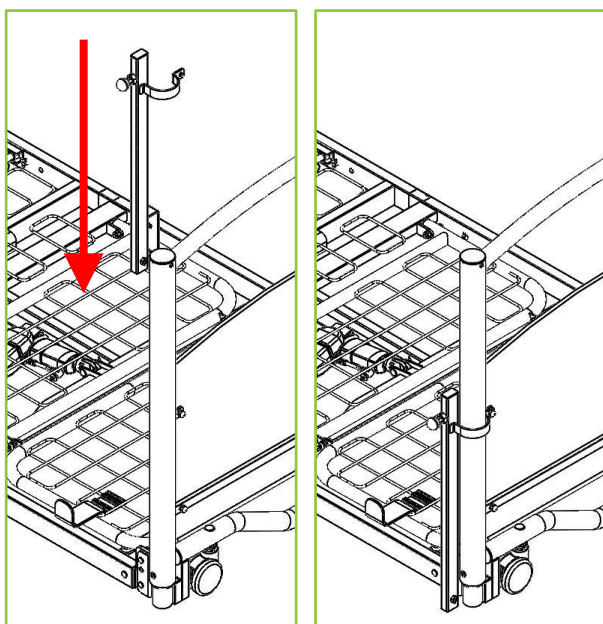


5. Remove the mattress platform locking pin and R-clip.

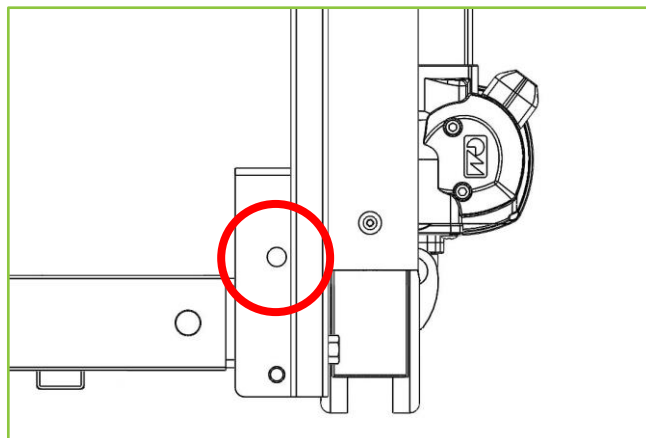


**Note** – This pin will not be needed to fit the siderails. Store safely for use should the siderails be removed.

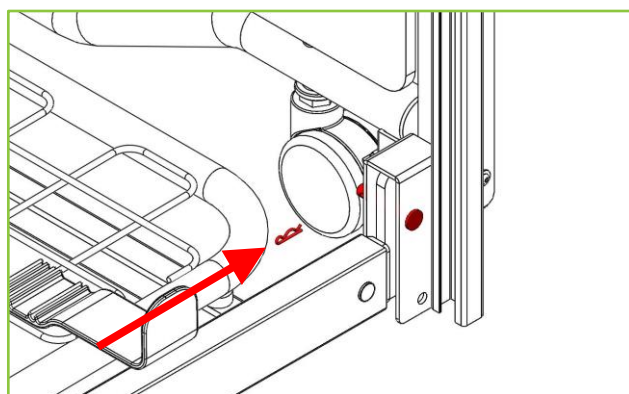
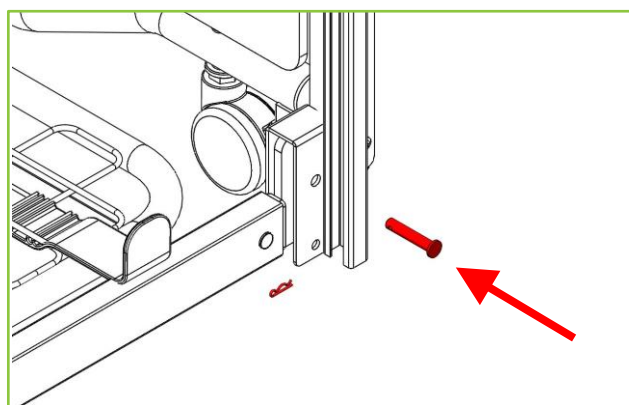
6. Remove the two screws and locking pin and R-clip from the siderail bracket.
7. Fit the bracket from the top, and slide downwards into position.



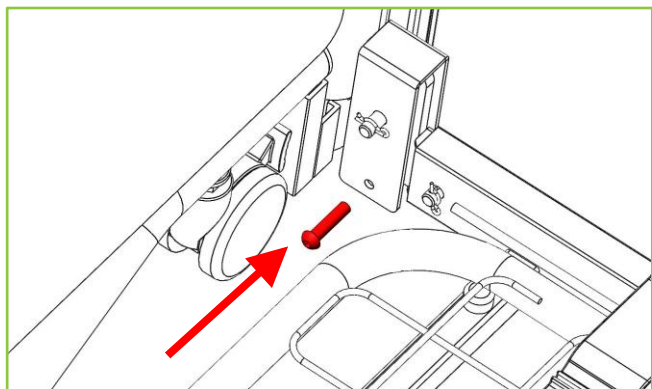
8. Align the siderail locking pin hole and the mattress platform locking pin hole.



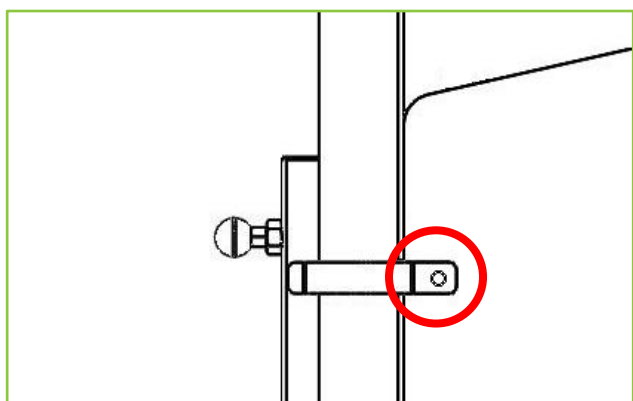
9. Fit the locking pin and R-clip. (50mm Long, supplied with the siderails).



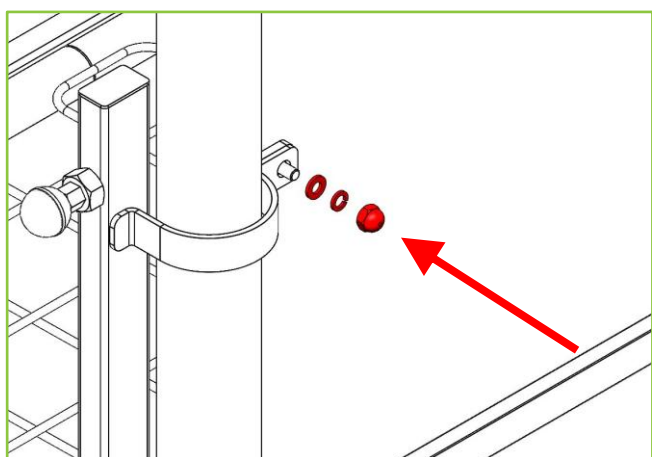
10. Fit the Bracket Fixing Screw (35mm long) using a 5mm Allen key.



11. Align the hole of the curved part of the bracket with the hole in the footboard.

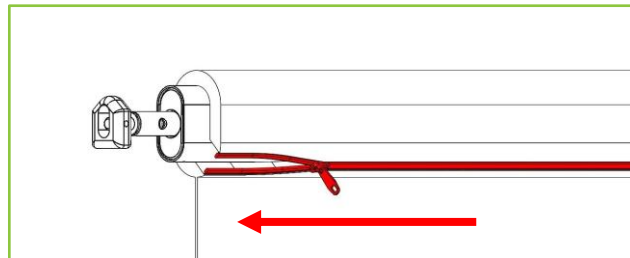


12. Fit the upper footboard fixing bolt and nut as indicated below using a 4mm Allen key and 10mm spanner.



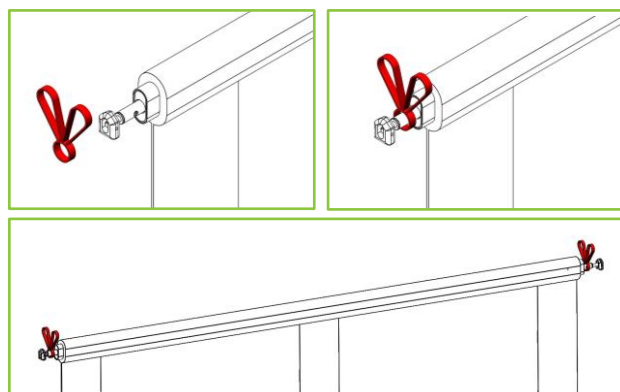
13. This bracket is now in place. Repeat the above process to fit a siderail bracket to the right-hand side of the bed at the head end.

14. Remove one of the Fabric Covers of the siderail from its packaging and spread it out on a flat surface with the labels facing up. ('Top and Outside' label facing up.)
15. Zip up the top flap of the fabric cover and insert the top bar.



**Note** – the top and bottom bars are different and can be identified as shown in paragraph 3 of section 6.

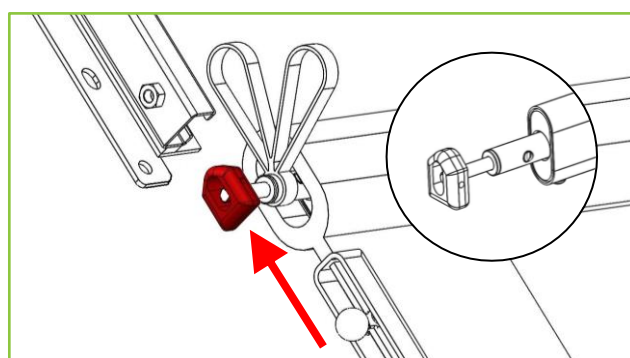
16. Insert the bottom bar through the slot at the bottom of the Fabric Cover.
17. Fit the lifting handles to both ends of the top bar.



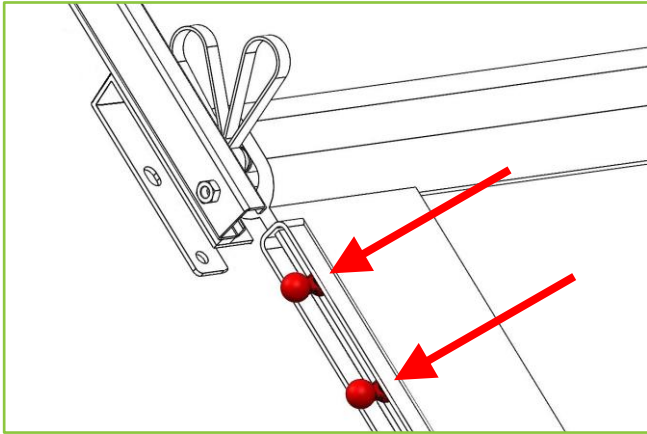
18. Using the hand set, raise the FloorBed at least 20cm from the ground.
19. Insert the top bar up into the bottom of the sliding track at both ends of the siderail.

**Note** – 'Top and Outside' label MUST be on the top and outside i.e. facing away from the bed.

**Note** – Orientation of top bar as shown below with the angled end of the sliding block facing upwards.

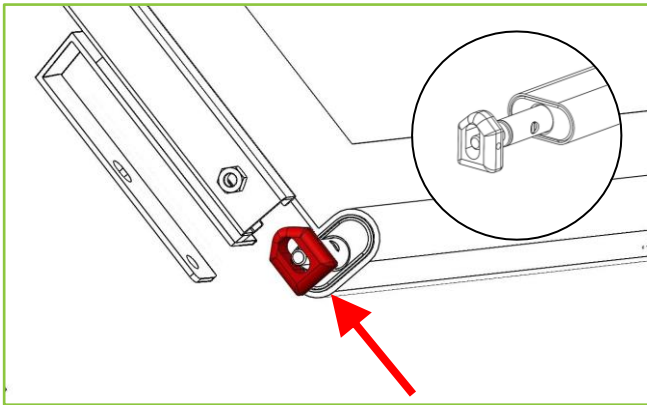


20. Ensure ALL the plastic guides are fitted into the sliding track. (4 Plastic guides each end.)



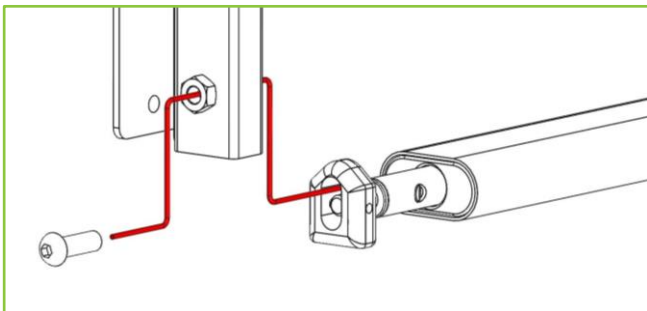
21. Insert the bottom bar into the sliding track at both ends of the side rail.

**Note** – Orientation of bottom bar as shown below with the angled end of the sliding block facing upwards.



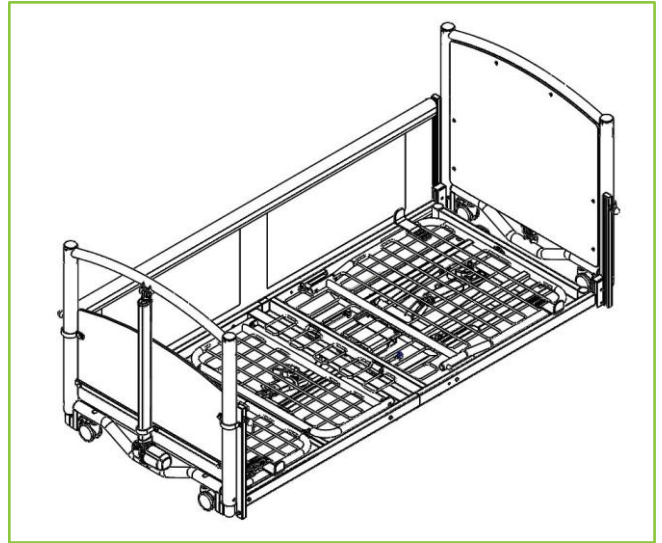
22. Fit the Bottom Bar Fixing Screw (25mm long) using a 5mm Allen key.

**Note** – the Bottom Bar Fixing Screw (25mm long) MUST be fitted into the sliding block to secure the bottom bar in place.

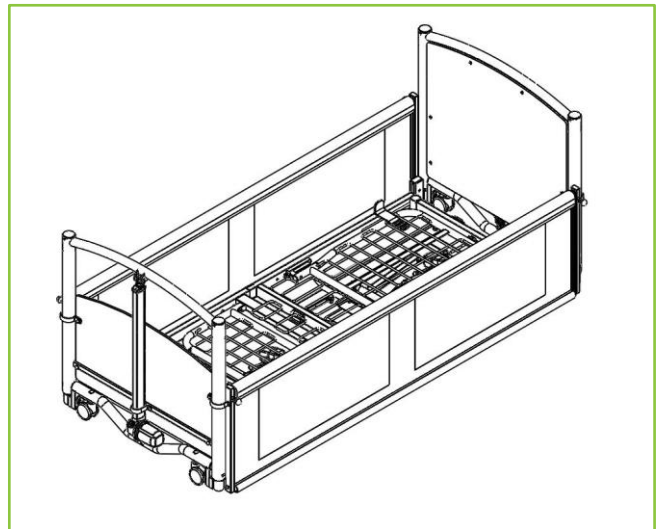


**Note** – once the bottom bar fixing screw has been fitted, make sure the bottom bar cannot move up or down.

23. The siderail is now fitted to one side of the bed.



24. Repeat the process for assembling the siderail on the other side of the bed.



## 7. Using the siderails

### WARNING

Patients, or users, should be risk assessed to ensure they are able to understand this manual and to operate FloorBed Siderails safely without risk to themselves or others.

Siderail must always be in the up position when the patient or user is alone or unattended unless a clinical evaluation has been carried out and indicates otherwise.

Never sit, stand or hang on the siderails.

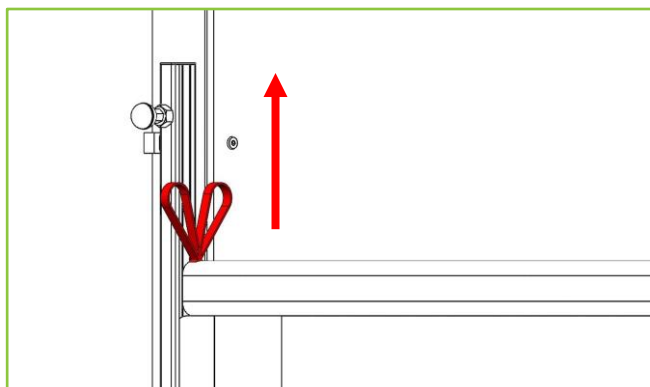
Do not attach anything to the siderail, e.g. mattress air pump.

**Note:** It is recommended to always use FloorBed mattress infill pieces when siderails are fitted.

Siderails must be raised and lowered one end, or one 'corner', of the bed at time.

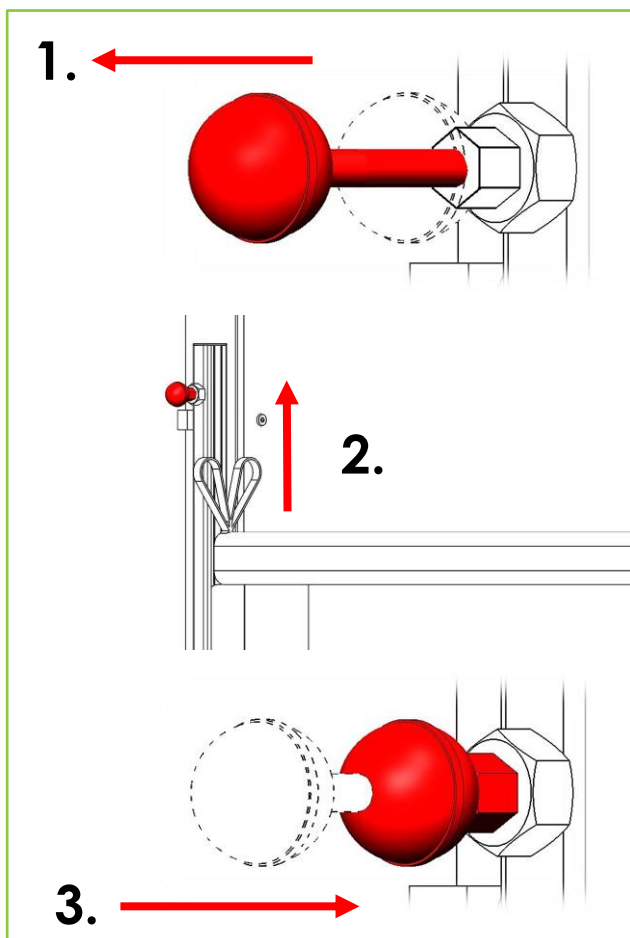
To raise the siderail:

1. Use the lifting handle to raise the siderail.

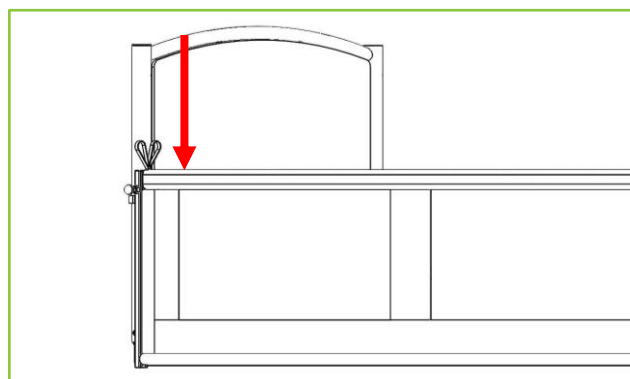


2. Secure the top bar in place using the locking plunger. (You may wish to retract the plunger, raise the side rail and then release the plunger to lock the siderail in the raised position)

1. Retract the locking plunger
2. Raise the siderail
3. Release the locking plunger

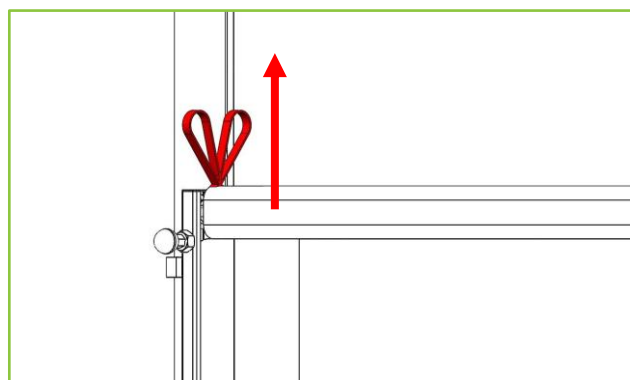


3. Ensure the siderail is properly raised and latched by pushing down gently.

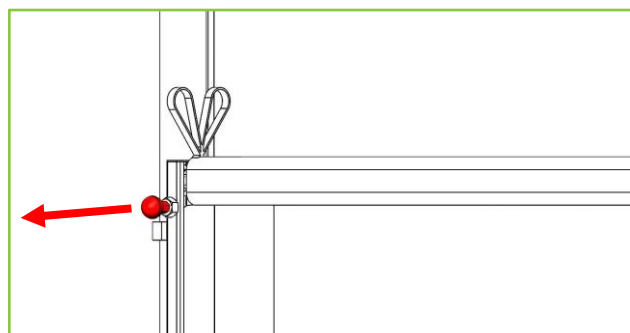


To lower the siderail:

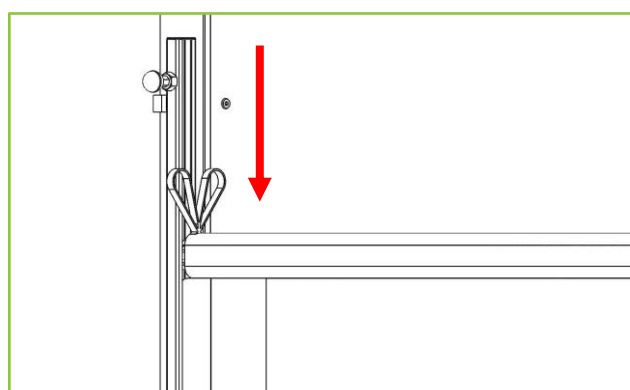
1. Pull firmly upwards on the lifting handle.



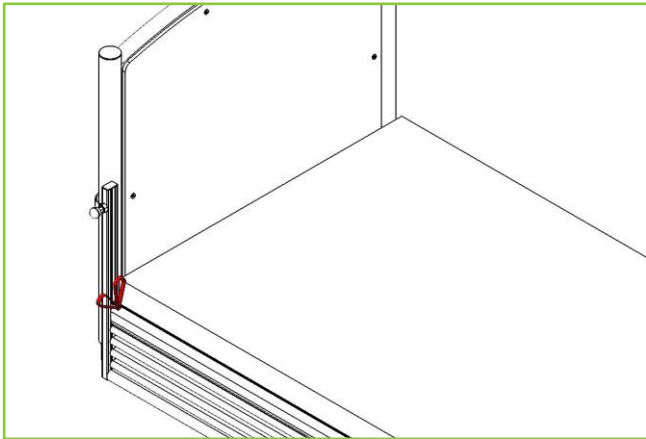
2. Retract the locking plunger.



3. Lower the side rail.



4. Make sure the siderail is fully down and top bar is below the top of the mattress at both ends.



## 8. Functionality check

### WARNING

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

Raise the FloorBed Siderails using the Lifting Handle and secure the top bars in place using the locking plungers on each corner of the bed.

Check the following:

1. Does the FloorBed 1 Siderail operate as per its intended purpose without unexpected noise or motion?
2. Are there any gaps or breaks in the fabric, loose or broken threads or stitching?
3. Are all fixtures and fittings tight and secure?
4. Does the FloorBed 1 Siderail frame appear stable and secure?
5. Are all electrical cables (including accessories, e.g. mattress air pump) secured and routed to prevent damage?
6. Are all the plastic glides fitted in the siderail track?
7. Is the lower bar secure and unable to move up or down?
8. Is the siderail fabric position correctly as per Section 6?
9. Are the zips fully closed?
10. Are lifting handles are fitted to each end of each FloorBed Siderail?
11. Are all parts present and free from damage?
12. Is each side rail bracket is secured to the outside of the head/foot board with a bolt and nut and to the mattress platform with a bolt and pin with R-clip?
13. Are the locking plungers secure and functioning correctly?
14. Are all fixtures, fittings, nuts, bolts etc. tight and secure as appropriate?
15. Is the frame mechanically sound, with no signs of damaged welds or cracked paint?

16. Are any parts of the frame bent or out of shape?
17. Are the FloorBed Siderails correctly positioned on the bed frame?
18. The distance from the top of the uncompressed mattress to the top of the siderail must always be greater than 220mm.

Lower the FloorBed Siderails.

## 9. Cleaning & Disinfection

Do not attempt to clean the FloorBed1 Siderails when fitted to a bed. Remove the siderails from the bed and place them in a safe cleaning environment.

To disinfect the FloorBed1 Siderails, 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 metal structure of the siderails by wiping with a damp and properly wrung cloth.

Accora cannot be liable for any damage or risk of damage if inappropriate cleaning or disinfectant agents are used. Before cleaning the PU material make sure the foam that is enclosed in the siderail fabric cover is removed. Do to this unzip the top bar, and then unzip the zip for the foam enclosure.

The P.U. material can be washed up to 40 degrees Celsius on a delicate or hand wash machine programme please see guide below. Do not bleach, tumble dry or iron.



## 10. Troubleshooting

If any parts are considered faulty, or defective, please contact Accora and order a replacement. Do not attempt to repair any of the components in case of damage or defect.

## 11. Storage

Store the product unassembled and keep all parts safely together including this Instruction Manual. Wrap or cover all parts with a protective cover to prevent damage. The fabric cover must be washed and left to dry properly before storing. The Fabric Cover may be folded and stored in a plastic cover to protection from humidity and dirt. Do not place heavy or sharp objects on the FloorBed 1 Siderails. Do not store in damp conditions.

## 12. Guarantee

The warranty period for the FloorBed 1 Siderail is 2 years. If the siderail was acquired for a care home, the care home maintenance department should contact Accora to obtain the necessary parts.

### 13. Disposal

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

### 14. Daily Inspection

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

1. Do the FloorBed 1 Siderails operate as per the intended purpose without unexpected noise or motion?
2. Are there any signs of abuse, damage or excessive wear?
3. Are there any gaps or breaks in the fabric, loose or broken threads or stitching?
4. Are all fixtures and fittings tight and secure?
5. Does the FloorBed 1 Siderail frame appear stable and secure?
6. Are all accessories fitted in line with the accessory manufacturer or accessory supplier's instructions?
7. Are all electrical cables (including accessories, e.g. mattress air pump) secure and routed to prevent damage?
8. Is the area around, above and below the bed clear of possible obstruction?
9. Are there any risks of entrapment or patient injury?
10. Are all the plastic guides fitted and running freely in the siderail track?
11. Is the lower bar secure and unable to move up or down?
12. Is the siderail fabric fitted as per labelling (See 'Top and Out Side' label) with the zips on the outside?
13. Are the zips fully closed?
14. Are Lifting Handles are fitted to each end of each FloorBed 1 Siderail Top Bar?

If any damage, performance issue or cause for concern is noted during this inspection the FloorBed 1 Siderails and/or FloorBed should be withdrawn from service and appropriate steps should be taken.

### 15. General Maintenance









General maintenance must be carried out once every 4 months as a minimum by suitably trained and qualified personnel. The following checks must be carried out in addition to the checks listed in Section 14 – Daily Inspection.

1. Are all parts present and free from damage?
2. Is each side rail bracket secured to the outside of the head or foot board with a bolt and nut and to the mattress platform with a bolt and pin with R-clip?
3. Are the spring-loaded latching plungers secure and functioning correctly?
4. Are all fixtures, fittings, nuts, bolts etc. tight and secure as appropriate without rust or corrosion?

5. Is the frame mechanically sound, with no signs of damaged welds or cracked paint?
6. Do any parts show signs of excessive wear?
7. Are the FloorBed Siderails cleaned following the guidelines in Section 9 - Cleaning and Disinfection?
8. Are any parts of the frame bent or out of shape?
9. Are the FloorBed Siderails correctly positioned on the bed frame?

If any damage, performance issue, or cause for concern is noted during this inspection, the FloorBed Siderails and/or FloorBed should be withdrawn from service and appropriate steps should be taken.

### 16. Table of symbols

	Warning, beware of potential hazard – refer to instruction for use
	Refer to instructions for use
	Complies with the European Medical Device Directive 93/42/EEC
	Model number
	Lot/batch number
	Manufactured date
	Manufacturer
Top bar 200cm	Top bar 2000mm
Bottom bar 200cm	Bottom bar 2000mm
Top bar 220cm	Top bar 2200mm
Bottom bar 220cm	Bottom bar 2200mm
	Fitting orientation and warning



Accora  
Charter House  
Barrington Road  
Orwell  
Cambridge  
SG8 5QP

T: +44 (0)1223 206100  
F: +44 (0)1223 206120  
[info@accora.uk.com](mailto:info@accora.uk.com)  
[www.accora.uk.com](http://www.accora.uk.com)