

Instruction for use

IMM1010_IFU.Version10.2020-07-31



TwinSheet4Glide

immedia
by Etac

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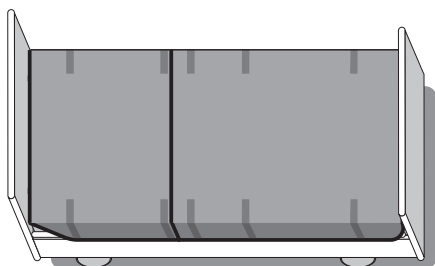
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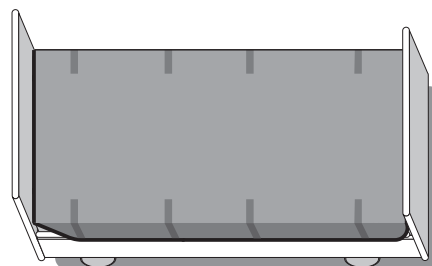
Models

TwinSheet4Glide 2-parted



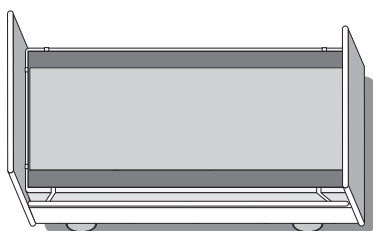
IM150/75N
IM150/140N

TwinSheet4Glide - long

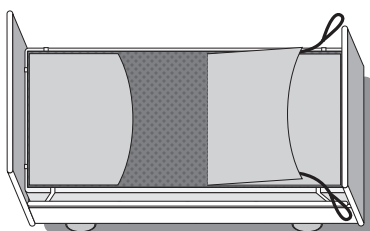


IM150/200N

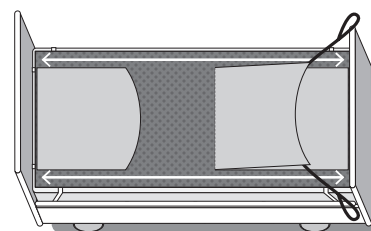
NylonSheet



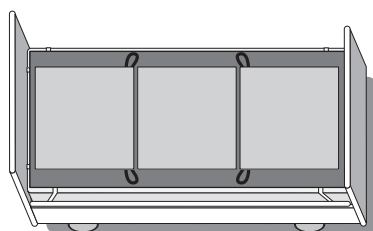
IM85/200NS



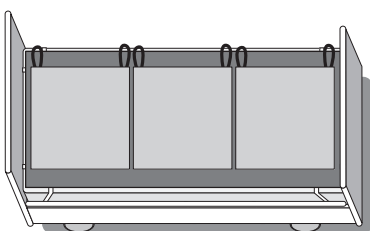
IM85/200LPL



IM85/200LPLNS

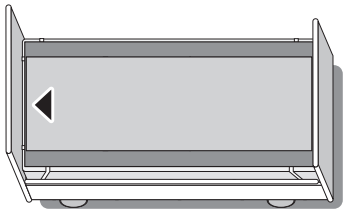


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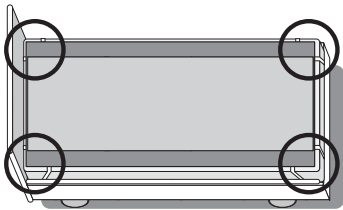


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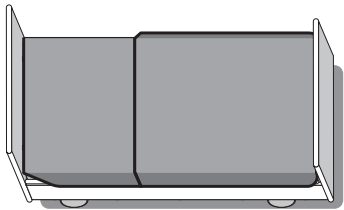
Illustrations



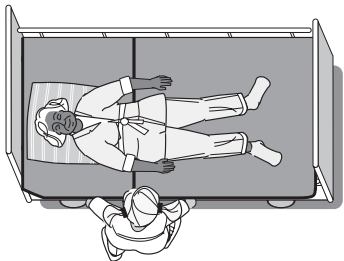
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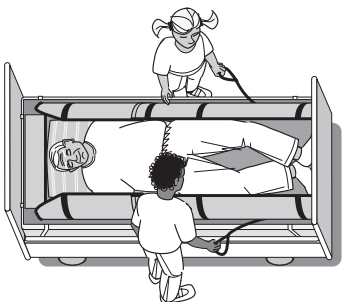
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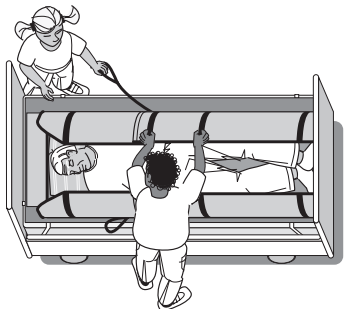
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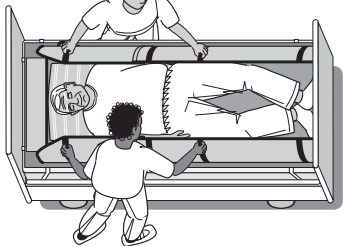
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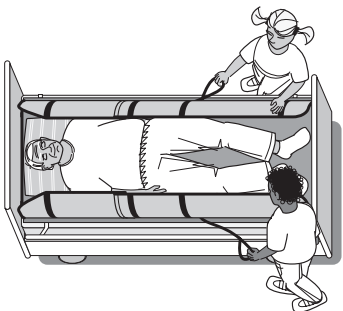
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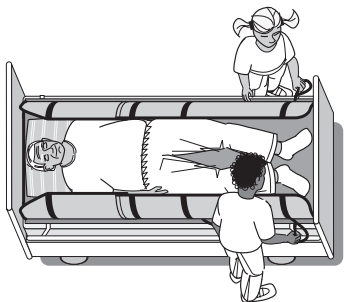
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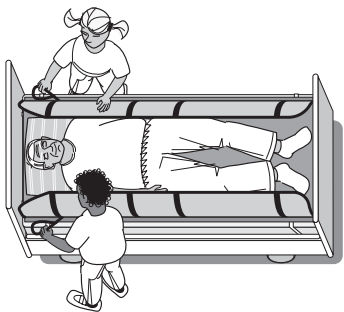
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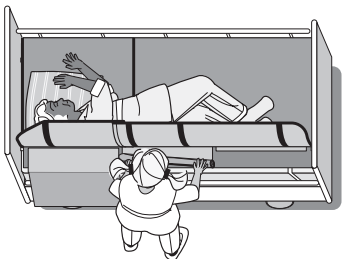
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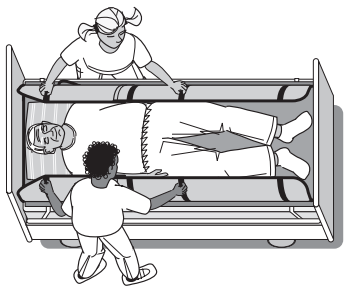
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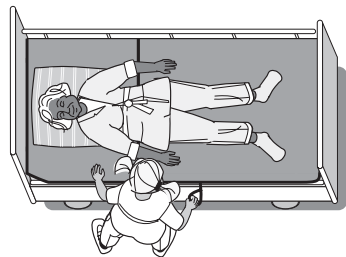


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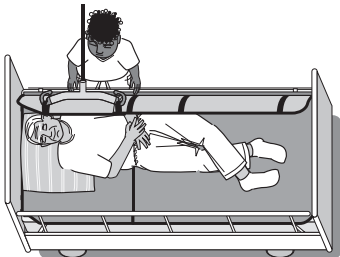


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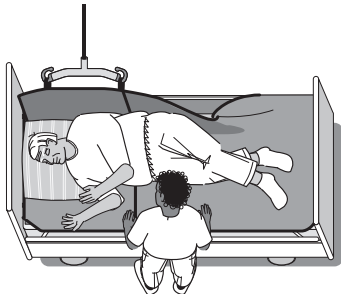
Illustrations



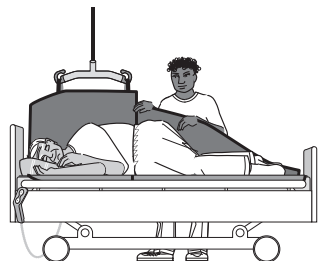
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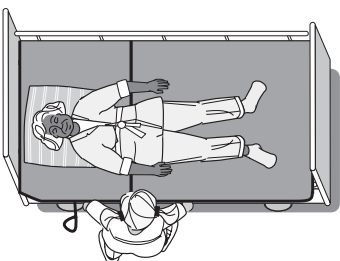
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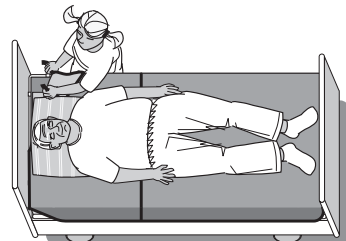
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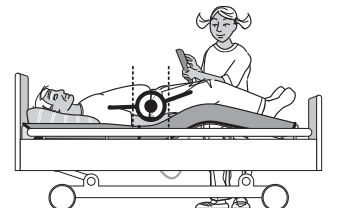
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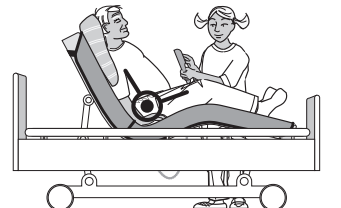
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General

Thank you for choosing an Etac product.

To avoid accidents and injury when moving and handling the products, read the manual carefully.

The person described as “the user” in this user manual is the person who is lying or sitting on the product. The carers are the people who manoeuvre the product.



This symbol appears alongside the text in the manual. It draws the reader’s attention to points at which there may be a risk to the health and safety of the user or carer.

These products comply with the standards applicable for Class 1 products in the Medical Device Regulation (EU) 2017/745 on medical devices.

At Etac we strive to improve our products all the time and therefore we reserve the right to make changes to products without prior warning. All measurements given on illustrations and similar material are for guidance only and Etac cannot be held liable for errors and defects.

The information given in this manual, including

recommendations, combinations and sizing, does not apply to special orders and modifications. If the customer makes adjustments, repairs or combinations not predetermined by Etac, the Etac CE certification and Etac warranty will not be valid. If in doubt, please contact Etac.
















Warranty: Two-year warranty on material and manufacturing defects, provided that the product is used correctly.

Expected lifetime: The device has an expected service life of 1 to 2 years under normal use. The service life of the device varies depending on usage frequency, loads and how often and how it is washed.

For further information on the Etac transfer range, see www.etac.com.

In case of an adverse event occurred in relation to the device, incidents should be reported to your local dealer and the national competent authority in a timely manner. The local dealer will forward information to manufacturer.

Symbols in general

 Washing	 Disinfect / Wipe off	 Warning	 Manufacturer
 Do not bleach	 Never leave on the floor	 Production year, month and day YYYY-MM-DD	 CE -certification
 Tumbledry	 Risk of sliding down	 Batch no./Lot no.	 Keep dry
 Iron	 Keep out of the sun	 User mass limit = maximum rated load max 150 kg max 330 lbs	 Non sterile
 Do not dryclean	 Read the user manual	 The product can be scrapped according to national regulations	 Article number
 Medical device			

Intended use

TwinSheet4Glide is an incontinence turning mattress, which makes it easy for a carer to turn a user onto their side to carry out hygiene tasks and baths, wound care, etc.

Intended environment

Hospitals, institutions, home care.

Practical handling

Positioning

Place 4WayGlide NylonSheet with locking system on the bed. The “this side up” label should be at the head end (Illustration 1). Secure the elastic band around the bed mattress (Illustration 2). If required, lock the glide system so that the non-slip material is visible.

First fit the lower part of TwinSheet4Glide's lower part. Next fit the top part of TwinSheet4Glide (Illustration 3) and join the Velcro.

Position the user so that the TwinSheet4Glide seam does not risk causing pressure sores (Illustration 4).

If required, fit the corner straps around the mattress corners. Position the user in the bed.

The product can be positioned under the user if he/she is permanently bedridden - use the same method as for changing sheets.

Use

Important: Always conduct a risk assessment with the intended user before installing and use!

2 carers:

1 lock:

To unlock/lock the system, one carer on each side holds the handles attached to the nylon sheet hanging over the foot end of the bed and pulls them slowly upwards towards the head end (Illustration 5). When the carers feel resistance, they must stop pulling. Then one carer takes hold of the handles on the opposite side of the glide system, and the other carer helps to pull the locking system up past the hip area (Illustration 6). The carers then do the same on the opposite side.

The glide system is now unlocked and the user can be moved in all directions by pulling the handles under the mattress at the shoulders and hips (Illustration 7).

When the carers have finished repositioning/moving the user, the glide system should, if required, be relocked unless the risk assessment states something else (Illustration 8).

2 locks:

To unlock/lock the system, one carer on each side takes hold of the handles attached to the nylon sheet hanging over the foot end of the bed, folds and pulls them slowly upwards towards the head end (Illustration 9).

One carer on each side takes hold of the handles attached to the nylon sheet hanging over the head end of the bed, and pulls them slowly upwards towards the foot end (Illustration 10).

The glide system is now unlocked and the user can be moved in all directions by pulling the handles under the mattress at the shoulders and hips (Illustration 7).

When the carers have finished repositioning/moving the user, the glide system should, if required, be relocked unless the risk assessment states something else.

3 locks:

To unlock/lock the system, one carer on each side takes hold of the handles attached to the nylon lock from the nylon sheet hanging over the bed side. Fold the nylon lock and carefully push the nylon lock under the user. The carer on the opposite side takes hold of the handles and slowly pulls and fastens the flap with the Velcro. Carry out the same procedure with all 3 locks (Illustration 11).

The glide system is now unlocked and the user can be moved in all directions by pulling the handles under the mattress at the shoulders and hips (Illustration 7).

When the carers have finished repositioning/moving the user, the glide system should, if required, be relocked unless the risk assessment states something else.

Sliding down:

Unlock the glide mattress (Illustrations 5+6 (1 lock) or 9+10 (2 locks) or 11 (3 locks)). The carers take hold of the straps under the user at the shoulders (and hips, if necessary) and then slowly pull the user upwards using weight transference (Illustration 12).

Single handed care/“2 to 1”/1 carer:

Unlock the system as described before one of the carers has to go from one side to the other and, if required in the risk assessment, secure the opposite side with the bed rail (Illustration 13).

One carer can easily use the hoist to help turn the user. Attach the functional handles of the mattress to the sling bar. Raise the hoist a few centimetres until the weight of the user is eased and unlock the system. Raise the hoist until the user is in the correct horizontal position. The carer can either push down on the glide mattress or pull on the handles to make sure the user is turned in the middle of the bed (Illustrations 14+15). To support the user during personal care, the carer can leave the top part attached to the hoist and remove the lower part to give easy access to the lower back area (Illustration 16).

Sliding down:

Unlock the glide mattress (Illustrations 5+6 (1 lock) or 9+10 (2 locks) or 11 (3 locks)). The carers push in GlideMattress at the hip and shoulder and the user will move to the opposite side diagonally. Then take hold of the handles at the shoulder and hips and reposition the user in the middle of the bed. Alternatively take hold of the handles at the shoulder and hips and pull the user towards you and reposition the user in the middle of the bed.

Remember to use weight transfer (Illustration 17).

Supine positioning:

If the user has to remain on his/her side for personal care or positioning, the user can be supported using a positioning wedge or positioning pillows placed according to their needs (example in Illustration 18).

After moving the user, it will often be beneficial to smooth out the glide system under the user. To do this, pull diagonally on the corners, preferably one layer at a time.

Seated positioning:

Lock the glide system. If reduced freedom of movement in the upper body is required in the seated position, you can lock the glide system at both sides at the shoulders by fitting corner straps around the mattress (Illustration 19). Remember to bend the knees first before raising the head end (Illustration 20). The head end can now be raised, without the user sliding down (Illustration 21).

The “5 smiles” technique:

To ensure the most comfortable position (seated or lying), it is imperative that the carers remove any tension occurring on the skin when the user’s head or feet are raised.
First Smile: move and reposition the pillow (Illustration 22).

Second and third Smile: relieve the skin tension under the shoulders (Illustration 23) on each side. Use the Immedia MultiGlide glove and place the gloved hand under the user and slowly move it down towards the bed end.
Fourth and fifth Smile: relieve the skin tension under the legs (Illustration 24) one leg at the time. Use the Immedia MultiGlide glove and place the gloved hand under the buttocks and slowly move it towards the bed end.

Seated position:

Once the carer has ensured that any tension on the skin is released, they can support the user in the seated/lying position with positioning wedges or positioning pillows.

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Notice

Special features

- Always check the product before use and after washing.
- Never use a defective product. If the product shows signs of wear-and-tear, it must be scrapped.
- Read these instructions carefully.
- It is important that carers receive instruction in manual handling. Etac offers advice and training in the safe use of the product. For further information, contact Etac.
- Always use the correct manual handling techniques
- Encourage the user to assist where possible.
- To ensure that the user feels safe and that every manual activity is smooth, always plan the manual handling in advance.

-  There is a risk that the user may slide off. Never leave the user alone on the edge of the bed.
-  Never leave TwinSheet4Glide or a nylon sheet on the floor.
-  Always conduct a risk assessment, and ensure that the assistive product can be used for the intended user and, in combination with other devices, is safe for both user and carers.
-  It is recommended that the guard rail is in place when the user is left on the glide system, unless a risk assessment has found that the user can be safely left on the glide system without the need of guard rails.
-  Always lock the glide system when you have completed the transfer.
-  Do not use TwinSheet4Glide as a sling.
-  To reduce sliding to the side, if the head end is elevated, fit the corner straps around the bed mattress.
-  Always remove the “Loop Washing Strap” after washing and drying and before use.
-  Ensure that the 2 Velcro parts can be fastened.

If in any doubt - please contact Etac.

Material and cleaning

- Material:**
Absorption: 2200 ml/m².
- Microfiber top side: Polyester
Middle layer: 80% polyester/20% viscose
Barrier: Polyurethane
Back side: Nylon
Handles: Polyester
Assembling system: Hook and loop.


NylonSheet: Nylon, polyester.

- The product should be checked regularly, preferably each time it is used, and especially after washing.
- Check that there is no damage to seams or fabric.

 **Never try to repair a product yourself.**
Never use a defective product.

- Washing instructions:**
Recommended to wash the product before use.
Shrinks 5%. Do not use fabric softener.
This product can be cleaned with a solvent-free cleaning agent with a pH level between 5 and 9, or a 70% disinfection solution.



-  During washing and drying the Velcro must be assembled or use the “Loop Washing Strap”.

Products and accessories

Article no.	Product Description	Size (mm)
IM150/75N	Twinsheet4Glide - top	W1470xL850
IM150/140N	Twinsheet4Glide - down	W1470xL1400
IM150/200N	TwinSheet4Glide - long	W1470xL2000
IM85/200	4WayGlide NylonShee	W850xL2050
IM85/200NS	4WayGlide NylonSheet	W850xL2050
IM85/200LPL	4WayGlide NylonSheet LPL w/lock	W850xL2050
IM85/200LPLNS	4WayGlide NylonSheet LPL w/lock	W850xL2050
IM85/2002LPL	4WayGlide NylonSheet LPL w/2x lock	W850xL2000
IM85/2003LPL	4WayGlide NylonSheet LPL w/3x lock	W850xL2000
IM90/200NS	4WayGlide NylonSheet	W900xL2050
IM120/200	4WayGlide NylonSheet	W1200xL2050
IMLWS50	Loop Washing Strap	W50xL500

Set

Article no.	Product Description	Size (mm)
IM4312	TwinSheet4Glide w/lock set. Incl. IM150/75N + IM150/140N + IM85/200LPLNS	
IM4314	TwinSheet4Glide w/3x lock set. Incl. IM150/75N + IM150/140N + IM85/2003LPLNS	
IM4315	TwinSheet4Glide set. Incl. IM150/75N + IM150/140N	
IM4316	TwinSheet4Glide - long w/3x lock set. Incl. IM150/200N + IM85/2003LPL	
IM4317	TwinSheet4Glide - long w/lock set. Incl. IM150/200N + IM85/200LPLNS	

Combinations

Article no.	Product Description	Size (mm)
IM53NS	Positioning Wedge S	W300xL530xH200
IM53/80NS	Positioning Wedge L	W300xL800xH200

Service information

Inspection

First inspection:

- Is the packaging intact?
- Read the label on the packaging and check the article no. and product description
- Check that Short Instruction is enclosed – updated User Manual/Instruction for use can be downloaded from www.etac.com or contact your Etac Customer Service or the local dealer.
- Check the label on the product - does it include article no., product description, lot/batch no., cleaning instructions and supplier name?

Periodic Inspection:

- Make sure that your Manual transfer system always is in a perfect condition.
- After wash – always check materials, stitching, handles, buckles.
- If the product shows signs of wear and tear, it must be removed from service immediately.



Visual inspection/Check the product:
Ensure that the materials, seams, stitching, handles, buckles are intact/faultless.



Stability test:
Try to bend the product verify that it feels firm, stable and solid.



Mechanical load or stress/Test handles:
Draw hard in the handles in opposite directions and control the material, seams and stitching.
Test buckles:
Lock the buckle and draw in opposite directions, control the buckle and the stitching.



Test low/high friction:
Place the product on a firm surface or a bed, place your hands on the material and test the friction by pushing your hands down into the product.
Low friction – slides effortlessly
High friction – no sliding/moving

Check:

Manual transfer aids with handles, straps and buckles:



Manual transfer aids with for sitting and lying transfer and with high or low friction:



Production year, month and day



The product can be scrapped in accordance with national regulations



Read the user manual