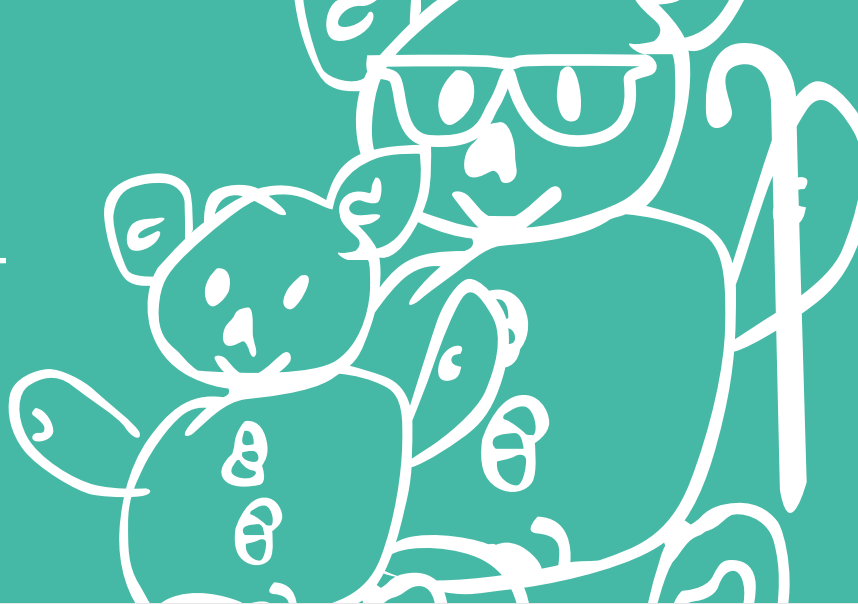


Lateral Support and Padded Cover

INSTRUCTIONS FOR USE



MANUFACTURED BY SIMPLE STUFF WORKS ASSOCIATES



PLEASE NOTE

It is unsafe to assemble and use the equipment without **fully reading** the instructions

1. User Assistance

If you are experiencing problems with any part of your sleep system, refer to troubleshooting section and the online video.

If you cannot find the answer contact us:

UK Telephone number : **01827 307870**

USA Telephone number : **1-888-213-8416**

Support Email : **admin@simplestuffworks.co.uk**

Simple Stuff Works

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Product Info

The product in this specific manual is the **Lateral Support and Padded Cover** as part of **Mattress Flotation Therapy**

Product code : **IKY**

Device listing number : **D258510**

Proprietary Name : **Non-powered Sleep System**

Regulation Description : **Non-powered flotation therapy mattress**

Other Useful Contacts

Please fill in accordingly:

Home medical equipment supplier :

Home healthcare agency :

Doctor :

2. Table of Contents

1. User Assistance	1
2. Table of Contents	2
3. Warnings and Cautions	3
4. Purpose of the Device	5
5. Description of the device	6
6. Environmental conditions that affect use	6
7. Set up instructions of the device	7
8. Check out procedures	8
9. Operating instructions of the device	8
10. Cleaning instructions	13
11. Maintenance instructions	15
12. Storage of the device	15
13. Troubleshooting section	15
14. Summary page	17
15. Index	18
16. Date of writing the manual	19
17. Accessories	19

3. Warnings and Cautions

A warning is a statement that alerts users to the possibility of injury, death or other serious adverse reactions.

! WARNING

The Padded Lateral Support is not to be eaten or placed in any orifice

1. This could result in harm to the individual.
2. If this is considered a risk then an alternative is to be sought from the registered health professional.

! WARNING

The Padded Lateral Support should not be exposed to heat for example a naked flame.

1. This could result in burns to the individual and damage to the product.
2. Establish and remove the source of the heat.
3. If this is considered a risk then an alternative is to be sought from the registered health professional.

! WARNING

The hard plastic Lateral Support should NEVER be used without the Padded Cover.

1. This could result in pressure being directly applied to the patient.
2. Place the cover over the Lateral Support every time it is used.

! WARNING

The plastic Lateral Support should NEVER be used directly against the patient's skin.

1. This could result in pressure being directly applied to the patient.
2. The padded cover should be placed over the Lateral Support every time it is used.

Warnings and Cautions

A caution is a statement that alerts users about the possibility of a problem associated with use.

! CAUTION

Only use Simple Stuff Works components and accessories

1. Any unauthorized use of the system may put the patient and the care giver at risk.
2. Failure to follow these instructions will invalidate the warranty.

! CAUTION

The Padded Cover, mattress and sheet should be free of objects.

1. Any objects trapped in the Padded Cover, between, underneath or on top of the sheets will be a potential risk for pressure ulcer development.

! CAUTION

The equipment poses an infection control risk if used between patients.

1. Ensure the correct local infection control measures are taken if redistributing to other patients.
2. Ensure the lateral supports are not cracked or split prior to using.

! CAUTION

Cleaning care and maintenance instructions should be followed at all times

1. Not following the instructions will result in damage to the Lateral Support and Padded Cover, placing the patient at risk.
2. Fully read the accompanying cleaning and care document.
3. Do not use the Lateral Support or cover if damage does occur and consult your registered health professional.

Warnings and Cautions

A caution is a statement that alerts users about the possibility of a problem associated with use.

! CAUTION

In hot environmental temperatures pooling of body moisture can occur on the mattress base as moisture is wicked away from the body.

1. An absorbent material such as an incontinence sheet should be placed under the sheets to absorb the excess moisture.
2. The care giver should continue to monitor the condition of the skin.

! CAUTION

The equipment should only be used for the patient it was ordered for and for its intended use.

1. This could result in pain and deformity to the unintended patient.
2. Do not give any unused systems or part of to another patient, a risk assessment by a registered health professional will be required to determine the suitability of any equipment.

4. Purpose of the Device

- The Lateral Supports and Padded Cover are designed to support the torso or limbs. They are L shaped and should always be used with a Padded Cover.
- The supports are made of a specialised fibre material that wicks moisture away from the body. This can help with regulation of the body temperature.
- The Lateral Supports and Padded Covers are used to support the limb in the position agreed by the qualified and registered health professional.
- The Padded Lateral Supports can be used on a foam mattress. If in any doubt consult with the manufacturers guidelines.
- The intended purpose of the sleep system is therapeutic positioning in the lying posture, it is a gentle therapy used by people with movement difficulties. When used correctly it may help protect and restore an individual's body shape.
- The Simple Stuff Works positioning system has no Velcro or screw action fixings so silent changes of position to be made with little disruption to the person whilst in bed.

5. Description of the device

The Lateral Supports are made from hard plastic. The Padded Cover is made from a fibre that wicks moisture away from the body. They are designed to support different parts of the body.

See figure 1.



Figure 1

6. Environmental conditions that affect use

- The properties of the system naturally wicks moisture away from the body. This may result in moisture pooling on the mattress underneath the base layers.
- In hot environmental conditions use an incontinence sheet underneath the base layers, this will absorb any moisture that is wicked away from the body.
- After moving the patient, check for objects or creases.
- If the Padded Lateral Support moves by the patient's body movements, reposition and consider if another type of support is required.
- Remove any objects and smooth creases for the foot support and base layers.
- To transport the equipment place all parts into a bag to ensure all the parts stay together.
- After unpacking check all parts are present and intact.



Conditions under which the device should and should not be used

- You should always use a size that is appropriate to the body part it is supporting.
- You should always use the appropriate Padded Cover for the Lateral Support.
- It should be used with a foam mattress between the mesh base system.
- The Lateral Support and Padded Cover should only be used as assessed by the qualified registered health professional.
- The hard Lateral Support should NOT be used without the Padded Cover.
- The hard Lateral Support should not be placed directly next to the patient's skin.

7. Set up instructions of the device

List of parts

1. Hard plastic Lateral Support.
2. Padded Cover.
3. Appropriate mesh base system if on a foam mattress.
4. Appropriate other support as assessed by the qualified and registered health professional.
5. Cotton sheet fitted or flat.

No tools required for set up

Device placement

1. The care giver to ensure that there are no objects inside the Lateral Support Padded Cover.
2. The care giver to ensure that there are no creases or objects, on top of, below, or in-between in the sheets.

! CAUTION

The Padded Cover for the Lateral Support, mattress and sheets should be free of objects and creases.

1. Any objects trapped within the Lateral Support Padded Cover, between, underneath or on top of the sheets will be a potential risk for pressure ulcer development.
2. Any creases in the sheets will be a potential risk for pressure ulcer development.
3. The user to smooth the sheets to check for unwanted objects and creases.

3. The care giver to place the appropriate Padded Cover on the Lateral Support.
4. Place the Lateral Support and Padded Cover in position between the two mesh sheets as advised by the qualified registered health professional.

For assistance with set up issues refer to the corresponding video and to page 1 for our contact details.

8. Check out procedures

- Ensure the Lateral Support and Padded Cover are intact and contact your supplier for a replacement and advice if required.
- Prior to each use visually check and feel the Lateral Supports and Padded Cover, and base system are free from objects and creases.

For assistance with set up issues refer to the corresponding video and to page 1 for our contact details.

9. Operating instructions of the device

! CAUTION

The Lateral Support, Padded Cover, mattress and base system should be free of objects and creases.

1. Any objects trapped within the Padded Lateral Support Padded Cover, between, underneath or on top of the sheets will be a potential risk for pressure ulcer development.
2. Any creases in the sheets will be a potential risk for pressure ulcer development.
3. The user to visually check the Lateral Supports, Padded Covers and smooth the sheets to check for unwanted objects and creases.

! WARNING

The hard plastic Lateral Support should NEVER be used directly against the patients' skin.

1. This could result in pressure being directly applied to the patients' skin.
2. The Padded Cover should be placed over the Lateral Support **every** time it is used.

Lateral Supports and Padded Cover

INSTRUCTIONS FOR USE

1. Prepare the patient, the bed and mattress prior to placing the Lateral Supports in the bed. Always use the Padded Covers with the hard plastic Lateral Support.



2. The Padded Cover has a small pocket. The hard plastic Lateral Support is to be placed inside the pocket.



3. The exposed hard plastic bottom part of the Lateral Support should be placed directly between the mesh sheets, facing down towards the mattress. The padded part goes against the body.



4. We are demonstrating on top of the sheet how the Lateral Support will be used in-between the mesh sheets. The Padded Lateral Support should be positioned next to the patient's torso ensuring a gap below the arm pit.



Lateral Supports and Padded Cover

INSTRUCTIONS FOR USE

5. This demonstrates how the patient's arm can then be positioned.



6. Demonstrating placing the Lateral Support and Padded Cover in-between the mesh sheets.



7. Demonstrating placing the arm into the assessed position. This is just a series of examples. You should always follow the assessment by the qualified registered health professional.



8. We are demonstrating on top of the sheet an example of a Large Padded Lateral Support. In this example it will be used to keep the person in side lying.



Lateral Supports and Padded Cover

INSTRUCTIONS FOR USE

9. Demonstrating placing the lateral padded support in place.



10. Securing the Lateral Padded Support in position by tucking the cotton sheet under the mattress.



11. The foot is rotating to the side and requires holding in position. Here we are demonstrating using the Lateral Support to achieve this.



12. We are demonstrating on top of the sheet how the padded lateral support can be positioned. The exact position will be determined by the qualified registered health professional.



Lateral Supports and Padded Cover

INSTRUCTIONS FOR USE

13. The Lateral Support is now being applied between the mesh layers, propping up the foot support and foot in the desired position. The bedding is now secured by tucking the sheet under the mattress.



14. The Lateral Supports and Padded Covers can be used with a variety of other supports.

It is advised the care giver seeks training and guidance in the field of manual handling. This is not covered within this guide.

10. Cleaning instructions

A / The hard plastic Lateral Support .

- How often should the hard plastic Lateral Support be washed- On soiling and enough to keep clean and fresh.
- The hard plastic Lateral Support should be washed in warm soapy water using a mild household detergent, an alternate method is using an alcohol wipe to wipe clean.
- The hard plastic Lateral Support can be air dried.

1. Washing the hard plastic Lateral Support. Adhere to the manufacturer’s instructions at all times.	PRODUCT	SYMBOLS
	Hard plastic lateral supports	Wipe clean only
	WHAT DO THEY MEAN?	TEMPERATURE
	<ul style="list-style-type: none"> • Wipe clean only • Do not machine wash • Do not tumble dry • Do not iron 	N/A
2. Remove the hard plastic Lateral Support from the Padded Cover. Wash in warm soapy water using a household mild detergent or use an alcohol wipe.		
3. Set to one side and allow to air dry, before reapplying the padded cover.		

B / The Padded Cover for the Lateral Support.

- How often should the Padded Cover be washed- On soiling and enough to keep clean and fresh.
- Only **NON bleaching** household washing powder can be used to wash the padded cover.
- The Padded Cover should not be washed above ninety five degrees Celsius, **<95C**.
- The Padded Cover should fit into a standard house hold washing machine drum, **not** a top loader and should be spun on a **slow spin cycle**, 800 revs or less.
- The Padded Cover can be air dried or tumbled dried on a low heat.

1. Washing the Padded Cover. Adhere to the manufacturer’s instructions at all times.	PRODUCT	SYMBOLS
	Padded cover for the lateral supports	
	WHAT DO THEY MEAN?	TEMPERATURE
	<ul style="list-style-type: none"> • Wash at maximum 95 degrees • Do not bleach • Do not iron • Tumble dry on low heat 	95°
2. Insert the Padded Cover directly into the washing machine. Add non bleaching washing powder and set the washing machine as per instructions.		
3. Remove from the washing machine, allow the whole product to air dry or tumble dry on a low heat.		

11. Maintenance instructions

- Check that the seams are intact before use visually inspect.
- Check that the integrity of the Padded Cover has not been comprised.
- Check before every use that there are no objects that are within the Padded Cover, between, on top of or underneath the base system.
- If pooling of moisture occurs ensure that an incontinence pad is placed on the base of the mattress to absorb excess moisture.
- Visually inspect the hard plastic Lateral Supports every use for splits or cracks.

12. Storage of the device

1. The system will deteriorate if stored in wet or damp conditions.
2. It should be stored in a room above freezing but below 90 degrees Fahrenheit. For extended storage then you need to store in plastic, sealed containers.

13. Troubleshooting section

The healthcare professional emergency assistance service should be contacted immediately, if the troubleshooting reveals a patient health problem rather than a device problem.

Any adverse events should be reported using the contact information on page 1

Lateral Supports and Padded Cover

INSTRUCTIONS FOR USE

Anticipated problems	Solution to the problem
1. During very hot environmental conditions there may be pools of sweat found on the mattress. This is due to the fabric wicking moisture away from the body	1. Place an incontinence sheet underneath the fitted base sheet. This will collect excessive moisture. Monitor the patient's skin condition when using this.
2. The development of a pressure point, due to an object in the padded cover or under, between, on top of the layers.	2. Ensure that the Lateral Support Covers, mesh base sheets, topper and cotton sheet are free from objects.
3. The development of a pressure point, due to a crease in the material.	3. Ensure that the mesh base sheets, topper and cotton sheet are free from creases
4. If the material gets damaged due to washing at temperature exceeding 40 degrees.	4. Comply with the washing, drying and care of instructions of the Lateral Support and Paded Cover. Contact your supplier for a replacement see page 1.
5. If the material gets damaged or torn.	5. Comply with the Lateral Support Padded Cover washing instructions. Contact your supplier for a replacement see page 1.
6. If the bracket is split or cracked.	6. Do not use and contact your supplier for a replacement.
7. The patient may lie on the hard plastic lateral support.	7. Ensure the Lateral Support always has its cover in position. Ensure the hard plastic support is never placed directly next to the skin.

14. Summary page

This is not to replace the complete user's instructions and the entire manual should be read prior to using the device.

- The Lateral Supports are made of hard plastic and the Padded Covers are made of a specialised fibre material that wicks moisture away from the body.
- The Lateral Support and Padded Cover are designed to hold the body or limbs in a position determined by the qualified and registered health professional.
- The patient lies directly on the base support system, the Lateral Supports and Padded Cover can ONLY be used on a foam mattress.
- The Lateral Supports and Padded Covers lie directly between the mesh sheets.
- The intended purpose of the sleep system is therapeutic positioning in the lying posture, it is a gentle therapy used by people with movement difficulties. When used correctly it may help protect and restore an individual's body shape.
- The Lateral Supports and Padded Cover may be used in conjunction with a variety of other supports.

! CAUTION

The Padded Cover, mattress and sheets should be free of objects and creases.

1. Any objects trapped in the Padded Cover, between, underneath, or on top of the sheets, will be a potential risk for pressure ulcer development.
2. Any creases in the sheets will be a potential risk for pressure ulcer development.
3. The user to smooth the sheets to check for unwanted objects and creases.

! WARNING

The Lateral Support should NEVER be used directly against the patient.

1. This could result in pressure being directly applied to the patient.
2. The padded cover should be placed over the Lateral Support every time it is used.

! CAUTION

Only use Simple Stuff Works components and accessories

1. Any unauthorized use of the system may put the patient and the care giver at risk.
2. Failure to follow these instructions will invalidate the warranty.

Contact phone number for assistance – please fill accordingly _____

15. Index

No	Section	Page Number
1	Accessories	19
2	Checkout procedures	8
3	Cleaning instructions	13
4	Date of writing the manual	19
5	Description of the device	6
6	Environmental factors that affect the use	6
7	Index	18
8	Maintenance instructions	15
9	Operating instructions of the device	8
10	Purpose of the device	5
11	Set up instructions of the device	7
12	Storage of the device	15
13	Summary page	17
14	Table of Contents	2
15	Troubleshooting	15
16	User assistance information	1
17	Warnings and Cautions	throughout

16. Date of writing the manual

October 2016

17. Accessories

All accessories that can be used have their individualized manuals and instructions, they are listed below. Individual manual to be fully read and understood. Not all of the accessories below will be considered suitable or appropriate, this will be determined by the registered health professional.

1. Mattress topper	8. Horseshoe pillow
2. Fibre wedges	9. Neck pillow
3. Stabilizing flat mesh base system	10. Sausage pillow
4. Stabilizing fitted mesh base system	11. Temperature regulating pillow
5. Plastazote wedges	12. Supine stabilizer
6. Fitted cotton sheet	13. Side lying leg support
7. Flat cotton sheet	14. Foot support