



Hoist Checks and Charging Procedures

Charging Instructions

The batteries are located in the power pack and are charged through two contacts on the base. When the power pack needs charging it is removed from the lift and fitted to a charging unit. Joerns Healthcare recommend an additional power pack is purchased, so that one pack can be on charge at all times.

1. Remove the power pack from the lift. The pack is retained by a simple latch at the top of the pack. Lift the latch and the power pack will be released.
2. Fit the power pack to the charging unit. The location and latching of the power pack to the charger is the same system as used on the lift.
3. Plug the charger mains plug into a suitable mains outlet and switch the mains supply ON.
4. Charging is automatic and will fully charge the batteries over a period of eight to twelve hours. **Note:** Even if the charger is left plugged in for extended periods it will not allow the batteries to “overcharge”.
 - a) Green Light - Indicates main power is on.
 - b) Yellow Light - Indicates battery is charging.
 - c) Battery will be fully charged when yellow light goes off.

Note: It is recommended that the battery be charged immediately upon receipt.

5. To return the lift to service, switch OFF the mains supply and remove the power pack from the charger. Fit the power pack to the lift and make sure the latch holding the pack in place is fully engaged.

The charging of Oxford electric lifts is simple and straightforward, but it is important to follow the charging instructions closely. Please pay particular attention to the following points, they will help you avoid problems with discharged batteries.

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WARNING

To avoid possible permanent damage to the battery, the battery should be placed on charge as soon as the display indicates the half empty battery symbol.

KEEP the batteries fully charged. Place the power pack on charge whenever it is not in use. If it is more convenient to do so, place on charge every night. The charger will not allow the batteries to “overcharge”.

WARNING

NEVER run the batteries completely flat. As soon as the audible warning sounds, complete the lifting operation in hand and place on charge.

NEVER store the power pack for long periods without regular charging throughout the storage period.

ALWAYS make sure the mains power to the charger is switched off before connecting or disconnecting the power pack.

NEVER leave the power pack plugged in to the charger with the mains power off.

ALWAYS check Battery Charge Indicator (LCD) screen.

Batteries **NOT** to be opened by unauthorised personnel. (Contact your distributor for warranty and repairs).

DO NOT touch battery/charger terminals.

DO NOT leave charger switched on with battery disconnected.

MAINTENANCE, INSPECTION AND TEST:

Joerns Healthcare Ltd recommend a thorough inspection and test of the Oxford Mobile Hoist lifting accessories, slings etc. is carried out every six months. The examination and test should be conducted according to the recommendations and procedures below. Joerns Healthcare recommend maintenance, inspection and certified testing is carried out by authorised service dealers only.

NOTE: These recommendations are in compliance with the requirements of 1998 No. 2307 Health and Safety: The Lifting Operations and Lifting Equipment Regulations 1998. This is a UK regulation. Outside the UK please check your local requirements.

- **SPREADER BAR:** Check the spreader bar for freedom of rotation and swing. Check for wear on the central pivot. Check for firm attachment to the boom. Inspect for excessive wear on the sling hooks and any side suspenders used in conjunction with the spreader bar. Check that the sling retaining disks are fitted and function as intended.
- **BOOM:** Check for secure attachment of the boom to the mast. Make sure there is only minimal side movement of the boom and the boom is free to rotate on the boom bearing. Check that the actuator or hydraulic unit mounting on the boom is secure.
- **MAST:** Check the operation of the mast locking device. Make sure the mast fully engages into the socket. Check that the bottom actuator or hydraulic unit mounting is secure.

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- **SMART MONITOR (Electric only):** Check the function of the emergency stop button. Inspect the hand control socket for correct fitting. Check functioning of the hand control. Check the redundant controls and confirm they operate as intended.
 - **LEG ADJUSTMENT:** Check the leg linkages are secure. Operate the leg adjustment pedals and confirm smooth opening and closing of the legs. Adjust linkages if necessary.
 - **LEG PIVOTS:** Check the leg pivots are secure and the legs pivot freely. Any stiffness must be investigated. Strip out the leg pivots and lubricate with a light mineral based grease if in any doubt. Make sure there is no excessive play in the leg pivots.
 - **CASTORS:** Check all castors for firm attachment to the legs. Check for free rotation of the castor and the wheels. Remove any build up of threads, hair or fluff. Lubricate if necessary with a light mineral based grease. Check correct operation of the brakes.
 - **ACTUATOR (Electric only):** The actuator should require no maintenance other than checking for correct operation and listening for unusual noise. Ensure all fixing points are secure. If in doubt, DO NOT use and have the unit checked by a qualified person or authorised Oxford Service Provider.
- EMERGENCY RAISE/LOWER AND EMERGENCY DESCENT:** Check both the electrical emergency raise/lower and the emergency mechanical descent function using the maximum safe working load applied to the end of the boom. Please note that the practice of using a spring balance will not correctly check the function of the emergency descent function.
- **HYDRAULIC UNIT:** The hydraulic unit should require no maintenance other than checking for correct operation and leakage of hydraulic fluid.
 - **BATTERIES (Electric only):** The batteries are located in the Power Pack and should not require maintenance other than the regular charging as detailed in the charging instructions.
 - **CLEANING:** Clean with ordinary soap and water and/or any hard surface disinfectant. Harsh chemical cleaners or abrasives should be avoided as these may damage the surface finish of the lift. Avoid wetting any of the electrical parts.
 - **SLINGS:** Check for wear and fraying. DO NOT use any sling that is damaged, or if the sling shows signs of wear.
 - **LOAD TEST:** The load test should be carried out in accordance with the manufacturer's test procedures. It is strongly recommended the testing is carried out by an authorised service dealer.
 - **CERTIFICATION:** An authorised service dealer will issue a test certificate after satisfactory completion of the load test. This certificate will be valid for six months.

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Maintenance Schedule and Daily Check List

All Oxford products are designed for minimum maintenance, however some safety checks and procedures are required. A schedule of DAILY tasks are detailed below.

Daily checks and a bi-annual service, inspection and test will ensure your lift is kept in optimum safe working condition. A list of spare parts is available upon request.

NOTE: The LOAD TEST and CERTIFICATION should only be carried out by qualified personnel or an authorised service dealer.

DAILY CHECK LIST:

Joerns Healthcare Ltd strongly recommend the following checks are carried out on a daily basis and before using the lift.

1. **ENSURE** the lift moves freely on its castors.
2. **ENSURE** the spreader bar is free to rotate and swing. Check the spreader bar is firmly attached to the boom.
3. **EXAMINE** the sling hooks on the spreader bar and side suspenders for excessive wear. If in doubt - **DO NOT** use.
4. **ENSURE** the sling retaining disks on the spreader bar are fitted and function as intended.
5. **ENSURE** the legs open and close correctly.
6. Operate the hand control or the hydraulic unit to **CONFIRM** the boom raises and lowers satisfactorily.
7. **CONFIRM** the lift is not giving a low battery alarm when the hand control is operated (electric lifts only). If the alarm sounds, **DO NOT** use and place the battery on charge immediately.
8. On electric powered lifts **CHECK** the operation of the emergency stop button.
9. **CHECK** function of Emergency Lower (if present).
10. On hydraulically operated lifts **CHECK** for hydraulic fluid leakage. Any leakage should be reported to a service engineer immediately and the lift should not be used until it has been checked out.
11. On lifts with detachable masts **MAKE SURE** the mast is fully engaged and the locking knob is fully tightened.
12. **EXAMINE** slings for fraying or other damage. **DO NOT** use any sling if damaged or if the sling shows signs of wear.
13. **EXAMINE** all fixings and fasteners and ensure they are secure prior to use.

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