

EZ4000 Shower Trolley Competency Checklist

Standard: Following procedural review and demonstration of skill, the employee will be able to safely use the EZ4000 Shower Trolley to perform patient hygiene tasks.

Method of Verification: Return Demonstration

Staff Name: _____ Date: _____ Observed by: _____

1. EZ4000 Shower Trolley weight capacity is 1,000lbs.
2. Only qualified staff that has completed competency training may operate this device.
3. Inspect device prior to use. If problem(s) identified, remove from service until repaired.
4. The patient must be positioned comfortably on the device. Side rails must be raised and SECURELY locked whenever patient is aboard the EZ4000 Shower Trolley.
5. Never leave patient unattended when lying on the EZ4000 Shower Trolley.
6. Patient must remain supine (lying down) on the device. Sitting on the device is not advised.
7. Brakes must be locked on all surfaces (EZ4000 and second surface) before patient is moved on or off the EZ4000.
8. Ensure EZ4000 Shower Trolley can be raised or lowered without pinching patient.
9. Operate the EZ4000 Shower Trolley carefully when moving patient through halls.
10. EZ4000 Shower Trolley must be cleaned after each use. Wipe underside of stretcher to prevent water from dripping onto floor.

#	Competency	Yes	No	N/A	Comment
Patient Handling Procedures for the EZ4000 Shower Trolley					
1	Explain procedure to patient. Make sure patient can tolerate logrolling.				
2	Ensure both transfer surfaces are locked, and positioned right next to each other - without gaps.				
3	Following Safe Patient Handling and Movement Algorithm guidelines, transfer patient onto Trolley using the recommended number of staff (2 minimum).				
4	Raise and secure rails. Position patient in the center of the Trolley. Ensure patient will not be pinched during Trolley use.				
5	Transport patient safely to shower room.				
6	Position Trolley drain over floor drain, sink, or toilet. Lock the device by depressing foot controlled locking bar until it clicks into position. Make sure device is secured.				
7	Attach the drain hose and drain plug. <u>Bathe patient by following facility policies and procedures.</u>				
8	Rinse patient and drain stretcher by using hand control to lower foot end of bed a maximum of 4 degrees. Remove body fluids and feces immediately to prevent staining of device.				
9	Keep patient warm. Level stretcher. Insert plug into drain. Fold drain hose upwards to prevent dripping. Wipe underside of device to dry to prevent dripping.				
10	Return patient to room. With surfaces locked, transfer back to receiving surface following Algorithms. Raise side rails on receiving surface. Clean Trolley.				
Operating the EZ4000 Hand Control		Yes	No	N/A	Comment
1	Calibrate device initially, and also if batteries were completely drained. Follow instructions in EZ4000 Shower Trolley Operating Manual. Call biomedical for assistance if unsure how to proceed.				
2	Hand control will raise/lower and tilt device.				
3	Press Up or Down symbols to raise or lower height.				
4	Press Tilt symbol to tilt device to a maximum of 4 degrees towards drain/foot end to drain.				
Cleaning the EZ4000 Shower Trolley					
1	Clean completely sealed cushions and frame using facility approved disinfectant.				
2	Rinse Trolley. Dry before next use.				
3	Wipe underside of Trolley to prevent water hazard.				
4	Do not autoclave cushions.				

Charging the EZ4000 Shower Trolley		Yes	No	N/A	Comment
1	Only charge Trolley in a dry area.				
2	Use only the 24V DC TR battery charger.				
3	Charge daily or if unit beeps. Beeps signal low battery.				
	If battery completely drained, charge for 8 hrs. Okay to leave plugged in. Unit cannot be overcharged.				
4	Plug battery charger into the wall and connect the charging cord to the main electrical control box under the Trolley. Secure. If properly connected, battery charger indicator will light. If not, recheck connections.				
5	Before using Trolley, disconnect charger from wall, before removing charging cord from underneath.				
6	Report non-charging units to Biomed & remove from patient use until authorized by biomedical engineer.				