



## Design Policy and Copyright

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## Thank you for choosing Arjo products.

Your EASYTRACK® system is part of a series of quality products designed specially for home care, nursing homes and other health care uses.

We are dedicated to serving your needs and providing the best products available along with training that will bring your staff maximum benefit from every Arjo product.

## Please Read this Manual Thoroughly!

The information in this manual is crucial to the proper use and maintenance of the EASYTRACK. It will help protect your product as well as ensure that it performs to your satisfaction.

Lifting and transferring a person always presents a potential risk. This manual contains safety related information that must be read and understood to help prevent injuries.

**WARNING:** Arjo strongly advises and warns that to avoid injuries that can be attributed to the use of inadequate parts, only parts designated by Arjo should be used on product and other appliances supplied by Arjo.

**WARNING:** Unauthorized modifications on any Arjo product may affect its safety. Arjo will not be held responsible for any accidents, incidents or lack of performance that occur as a result of any unauthorized modification to its products.

Do not attempt to service or repair the EASYTRACK. If any item is defective, contact your local Arjo vendor.

If a serious incident occurs in relation to this medical device, affecting the user, or the patient then the user or patient should report the serious incident to the incident to the medical device manufacturer or the distributor. In the European Union, the user should also report the serious incident to the Competent Authority in the member state where they are located.

## Service and Support

A service routine has to be done on your EASYTRACK by Arjo trained service personnel. This will ensure it remains safe and functional.

Please contact your local Arjo vendor for any of the following:

- If you require further information.
- Want to report an unexpected event, change in the performance or a malfunction.
- Need any help in setting up, using or maintaining your EASYTRACK.
- Need replacement parts.

Your Arjo vendor can offer support and service programs to maximize the long-term safety, reliability and value of the product.

Additional copies of this manual can be purchased from your local Arjo agent. When ordering, include the *Instructions for Use* part number (see front page).

## Manufacturer Information

This product was manufactured by:

ArjoHuntleigh AB  
Hans Michelsengatan 10  
211 20 Malmö  
SWEDEN

## Definitions Used in this Manual

### WARNING:

Means: Failure to understand and follow this instruction may result in injury to yourself and others.

### CAUTION:

Means: Failure to follow this instruction may cause damage to the product(s).

### NOTE:

Means: Important information regarding correct use of the product.

# Safety Instructions

## Intended Use

The *EASYTRACK* is a portable track system to be used with Arjo portable lift intended to assist caregivers in hospitals, long-term care, nursing homes and home care environments, including private homes. Patient transferring is performed under the supervision of a trained caregiver as per the instructions outlined in this manual in conjunction with the Instruction for Use accompanying the ceiling lift. All other uses must be avoided.

The *EASYTRACK* must only be used for the purposes stated above.

**WARNING:** The *EASYTRACK* is for transferring patients only. Do not use the *EASYTRACK* for any other purpose. Using this *EASYTRACK* outside the scope of its intended use could lead to injuries.

## Operational Life

This product is designed and tested for a useful life of seven (7) years or 10000 transfers — whichever comes first—at maximum safe working load (SWL). It is subject to preventive maintenance as specified in the “Care and Maintenance” section.

Time equivalence between the number of transfers versus the number of years is made clear in the following table.

Transfers per Day	Years (10 000 transfers)
4	7
6	4.5
8	3.5

**WARNING:** The manufacturer cannot ensure full safety for a product of which the life span has been exceeded. Wear may cause the breakage of a part and lead to a patient fall.

The life span is the safe operating time period before a complete overhaul is required.

Following are factors that have an impact on the *EASYTRACK* life span:

- aging of the equipment;
- transfers per day;
- weight of the patient;
- maintenance frequency.

## How to Use this Manual

To ensure the safe operation of the *EASYTRACK*, read the entire manual carefully before operating this product.

If anything is not completely understood, please contact your local Arjo agent for more details. Failure to comply with warnings in this manual may result in injuries.

Keep this manual handy and refer to it as required. Make sure that all operators are regularly trained in the use of the product as per the information found therein.

The *EASYTRACK* must be used as per these safety instructions.

Anyone using the *EASYTRACK* must also have read and understood the instructions in this manual.

If there is anything you are not sure about, contact your local Arjo agent.

## Safe Working Load

The *EASYTRACK* has been designed to be used with Arjo ceiling lifts with a safe working load of 200 kg (440 lb) or less.

**WARNING:** The *EASYTRACK* is intended to be used for residents whose weight is within a specified safe working load (SWL). Do not attempt to lift more than the lowest weight limit indicated on the following:

- the track system
- the “maximum load” label on the lift
- on the spreader bar
- on the sling
- on the accessories.

Overloading any of these elements could lead to a patient fall.

## Important Safety Instructions

Before installing or using the *EASYTRACK* always ensure to comply with following safety instructions.

- Carefully inspect product upon arrival. If any pieces are missing or appear damaged – do not install. Contact your local Arjo agent for further instructions.
- The *EASYTRACK* is used by trained staff.
- All labels are read and those that cannot be easily read are replaced.
- The daily maintenance is carried out before using the unit.
- If you are unsure of the strength or stability of your floor and / or ceiling – do not install the *EASYTRACK* system – consult your local Arjo agent.
- The *EASYTRACK* is not used with any type of suspended ceiling such as: suspended drywall, acoustic tiles, etc.
- Do not install on a ceiling with water damage.
- Do not over-tighten ceiling plate as this may cause ceiling to crack.

**CAUTION:** Installation on a plaster ceiling may cause cracking, Arjo cannot be held responsible for damage.

- Do not install on a sloped floor.
- Do not drop product; may cause breakage.
- Do not submerge in water.
- Do not attempt to over-extend the track past the locking point.
- Do not install product if Neoprene on top or bottom plate appears to be damaged or absent.

**WARNING:** Never hit the posts or lean against them – this might cause unit to become unstable and lead to injuries. If this occurs, reassemble the *EASYTRACK* system to ensure the posts are straight.

- Always refrain from swinging patient sideways of track.

**WARNING:** Never use the *EASYTRACK* system as a swing. System could get unstable resulting in injuries.

## Environmental Advice

When disposing of any items associated with the product, contact local authorities for information.

## Homecare Environment Considerations

**WARNING:** The *EASYTRACK* is not intended to be operated by children. Serious injuries could occur.

**NOTE:** Rigorous cleaning actions should be done when the *EASYTRACK* is exposed to an animal. Pet hair trapped inside the device can reduce the product performance.

# Symbols Used

## General Symbols

	Manufacturer's name and address. May also point out manufacturing date.
	CE marking indicating conformity with European Community harmonised legislation.
	Points out the manufacturer's catalogue number.
	Indicates a potential risk, refer to <i>Instructions for Use</i> for corrective action.
	Points out the manufacturer's serial number.
<b>SWL</b>	SWL is the maximum load the device is rated for safe usage.
	Refer to the Instructions for Use (IFU).
	Incorrect
	Correct
	Indicates the product is a Medical Device according to the EU Medical Device Regulation 2017/745.

# Product Description / Labels

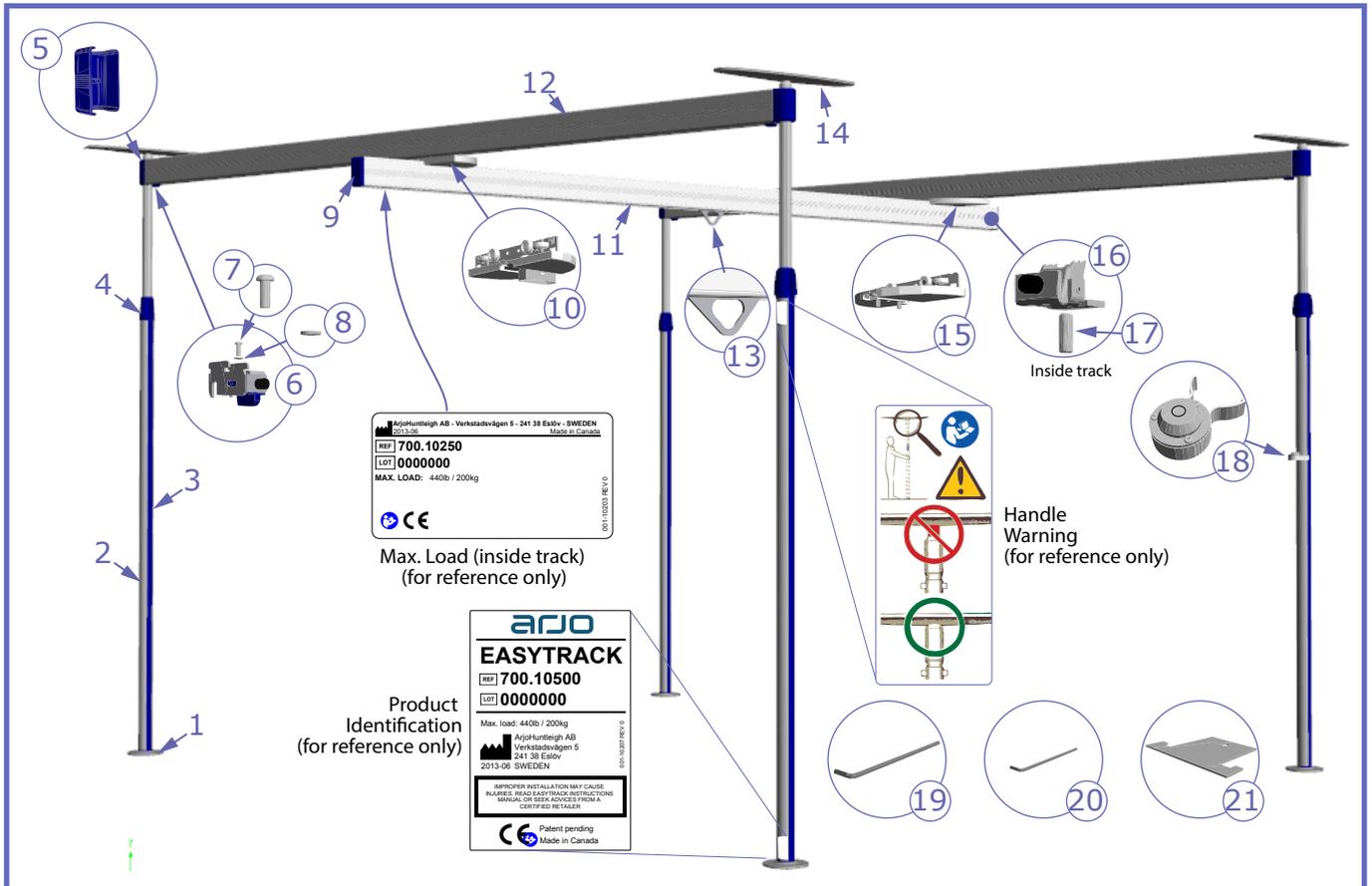


Fig. 1

Item	Description	Part №	Quantity
1	Round foot plate	700.10350	4
2	Standard post	700.10500	4
3	Plastic strip (2 per post)	700.10230	8
4	Locking handle	See Note below	4
5	Round cap (bleu)	200.10720	4
6	Track hook	700.10701	4
7	Button bolt	000.03105	4
8	Lock washer	000.03420	4
9	Flat cap (white)	200.11050	2
10	X-Y mobile trolley	600-11230	1
11	Mobile track (3 m)	200.12810	1
12	Fixed track (3 m)	700.10250	2
13	Standard trolley	700.10650	1
14	Top plate	700.10400	4
15	X-Y fixed trolley	600-11240	1
16	End stopper	700.11005	4
17	Setscrew	000.04580	4
18	Clip-on level	700.10600	1
19	Allen key 6 mm	000.03280	1
20	Allen key 5 mm	000.02690	1
21	Drilling Jig	200.10730	1

Note: Can only be replaced by Arjo service technician.

# EASYTRACK System Requirements

## Ceiling Requirements:

The *EASYTRACK* must be installed to a rigid ceiling which have a framework above it.

- Ceiling structure must have a maximum of 610 mm (24") between the trusses or joists.
- Ceiling must be made of wood or 12.7 mm (1/2") sheet rock or thicker.

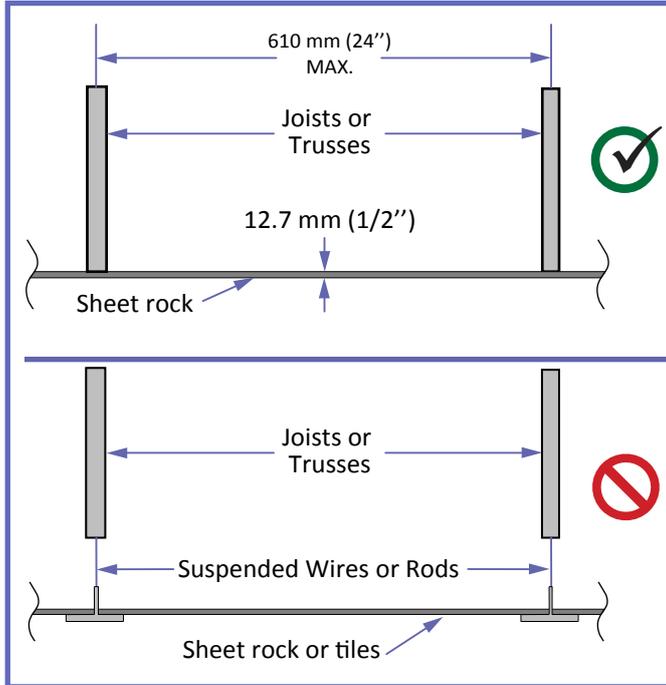


Fig.2

- Ceiling must be clear of any dust, grease, water or any foreign substance.

**WARNING:** A build-up of nicotine, grease or water on the ceiling affects the integrity of the *EASYTRACK* system which could lead in patient fall.

## Floor Requirements:

- Flooring must comply to local building code standards.

**WARNING:** Termites or water damages may affect the structure of the floor.

- Floor must be clear of any dust, grease, water or any foreign substance.
- Floor must have a slope of less than 0.5°. See drawing below to determine the floor slope. Use a level or contact a contractor if unsure of floor slope.

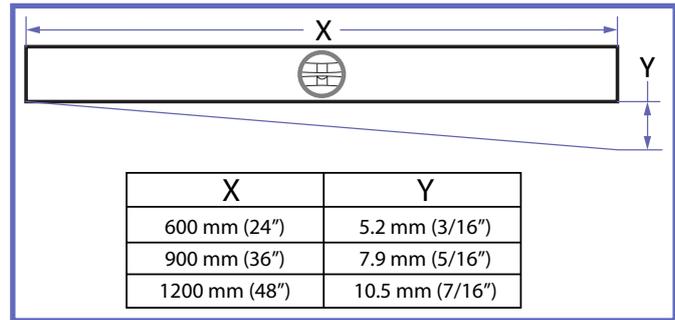


Fig.3

## Other Requirements:

**WARNING:** Use the clip-on level included with kit to ensure all posts are straight – failure to do so may lead to injury.

- A maintenance check should be done on a monthly basis to ensure all posts are levelled, see "Care and Maintenance" section.
- Make sure the padded surface of the top plate and foot plate are kept clean and are intact.

Before installing the *EASYTRACK* prepare the installation as follows:

- 1) Survey the room where you plan to install the *EASYTRACK* system.
  - Make sure the room meets all the specifications outlined in “*EASYTRACK System Requirements*” section.
- 2) Make sure the pick-up point will be inside the transfer zone:
  - Over a bed : approximately 915 - 1020 mm (36 - 40”) from the head of the bed.
  - Over a tub: approximately 400 - 460 mm (16 - 18”) from the end of the tub.
  - Allow 1000 mm (39”) of the open area for transfer working space.
- 3) Referring to Fig.5, determine the location for the four posts considering the following:
  - The mobile track may have an overhang measuring up to 300 mm (12”) on each side (Distance A and B).
  - Transfers should only take place between the posts of the *EASYTRACK* system.
  - One wall, perpendicular to the mobile track, must be at a distance corresponding to the sum of both overhangs + 250 mm (10”) to the closest fixed track.

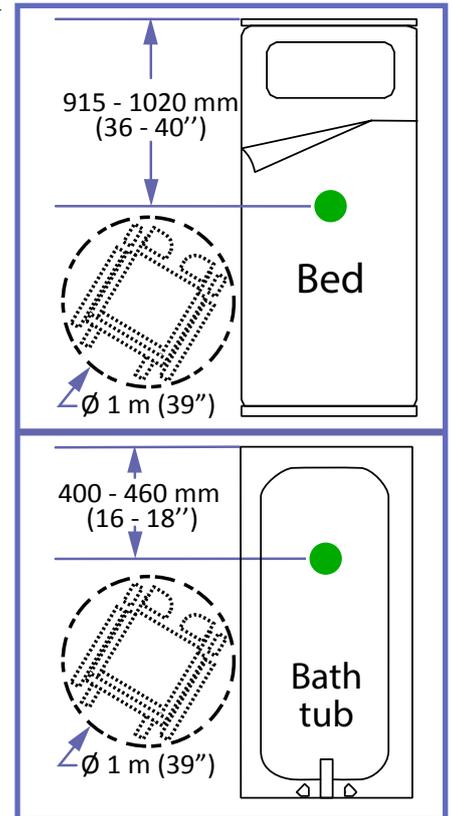


Fig. 4

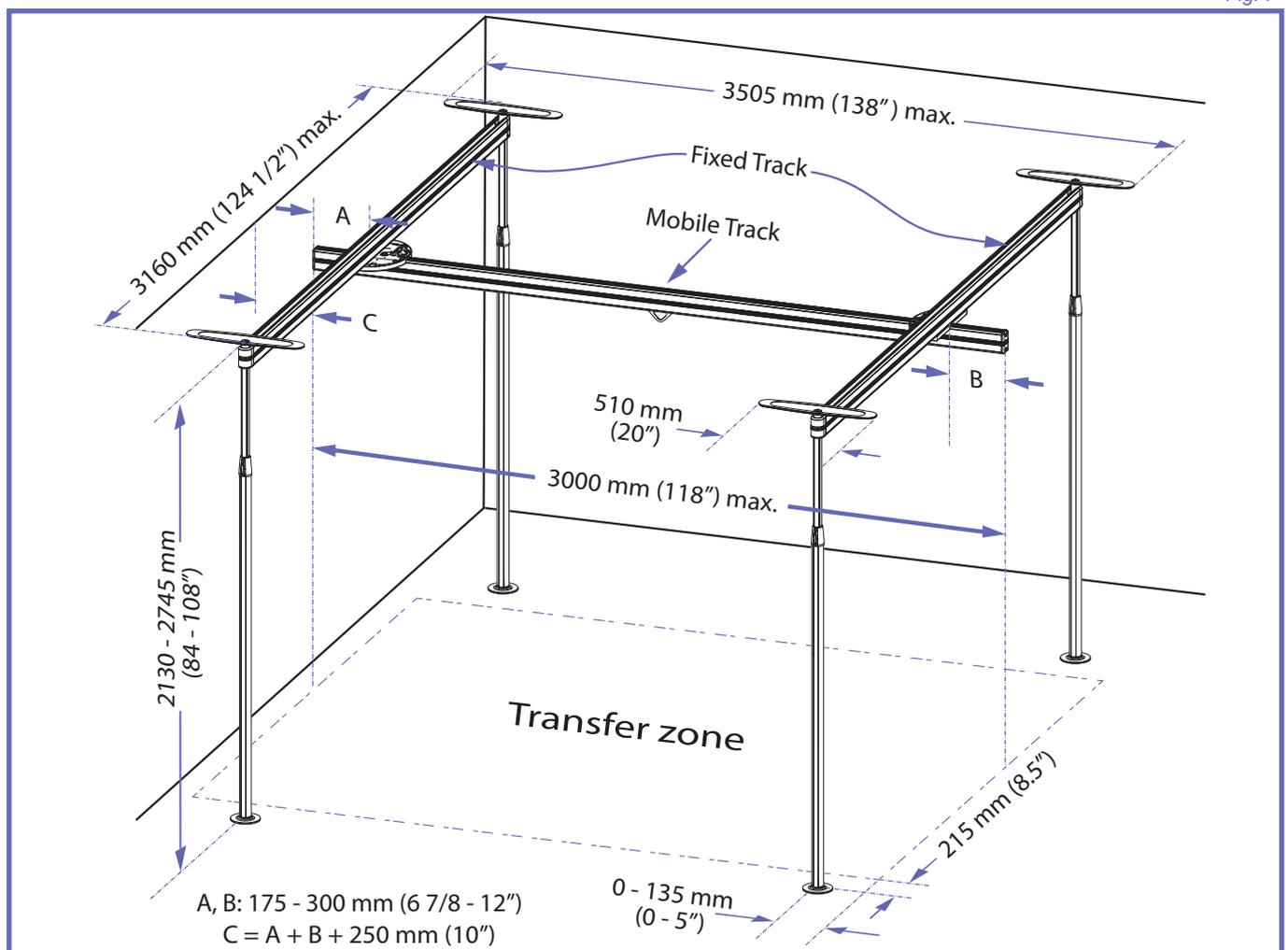


Fig. 5

**NOTE:** Although it is not a requirement to place the posts directly under a joist in the ceiling, it is preferable to do so. It does not matter which direction the plates are facing, see Fig.6.

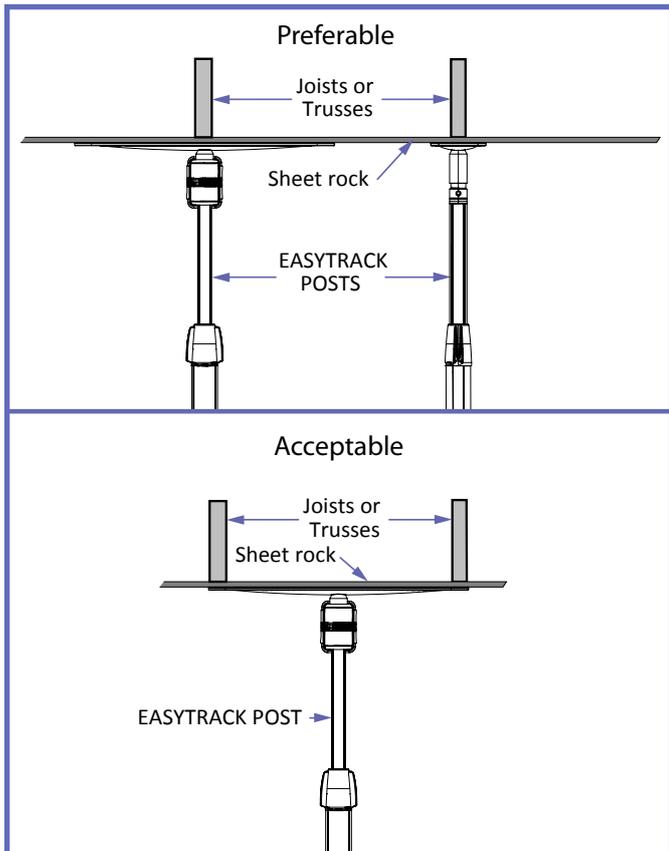


Fig.6

# Assembling the *EASYTRACK*

## Requirements

- Step ladder
- Measuring tape
- Rubber mallet
- 19mm box wrench
- Someone to assist you

## Preparing the Tracks

If the tracks need to be cut:

- Make sure to measure carefully.
- Cut at straight angle using a bench circular saw with a blade for aluminium.
- Ensure both fixed tracks are cut the same length.
- Make sure to remove all burrs after cutting.

- 1) Assess the room for proper measurements.
- 2) If applicable, cut both fixed tracks to equal length.
- 3) Drill an hole at both ends of each fixed track as follows:

- a) Place the drilling jig inside the track making sure it is pushed in as far as possible. "T" hook should be flush with the end of the track.

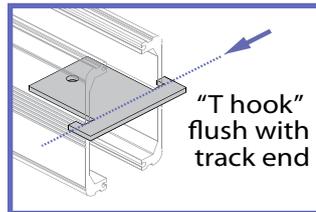


Fig.7

- b) Mark the hole, remove the drilling jig and drill the hole (6 mm [1/4"]).

- 4) Insert the X-Y mobile trolley into one of the fixed track.



Fig.8

- 5) Insert the X-Y fixed trolley into the other fixed track.

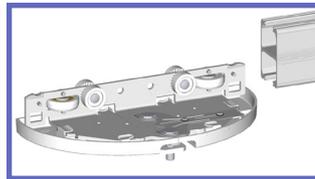


Fig.9

- 6) Install one track hook at both ends of each fixed track. Make sure each hook is inserted in the same track section where the X-Y trolley was inserted.

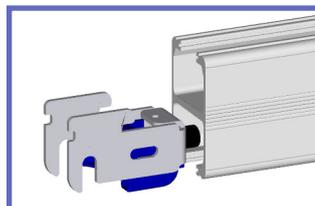


Fig.10

The hook fits very snugly into the track and you may require a rubber mallet to get it all the way into the track.

- 7) Make sure that the hook is in contact with the horizontal center part of the track as shown.

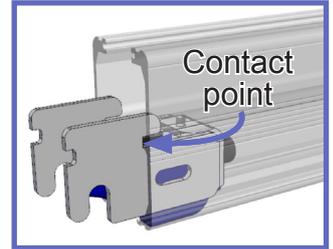


Fig.11

- 8) Use the included button bolt and lock washer to secure the hook into place. A 4 mm Allen key is supplied with the kit for that purpose. **Do not over-tighten.** Repeat procedure until all four hooks are secured.

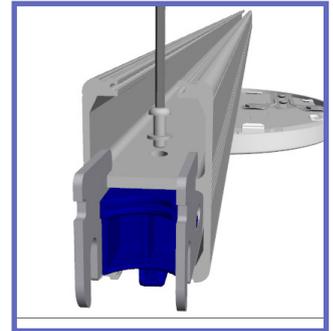
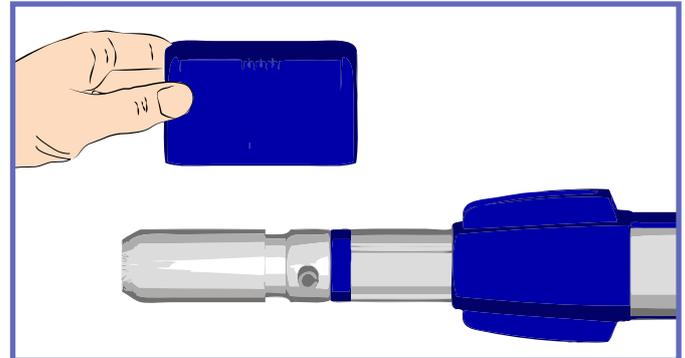


Fig.12

## Assembling Procedure

- 1) Remove the round blue cap from the top of each post by pulling them away from the post.



- 2) Slide the locking handle upward and remove the blue plastic strips from each side of the posts. Gently pull out the end.

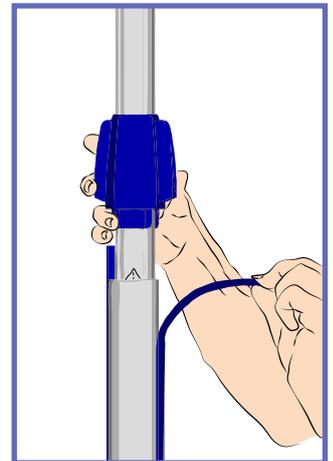


Fig.13

- 3) Take one of the posts out of the box. Turn the post upright. Place the clip-on level onto the post at approximately waist height.

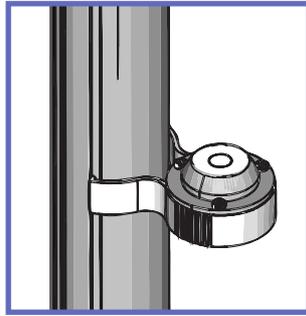


Fig. 14

- 4) Place one round foot plate on the floor where you want to place the first post of the *EASYTRACK* system.

- 5) Place the post onto the foot plate by matching their shape and press down to tighten.

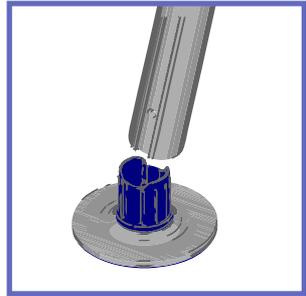


Fig. 15

Place one top plate into the top of the post, press firmly and evenly downward until the top plate "clicks" into place.

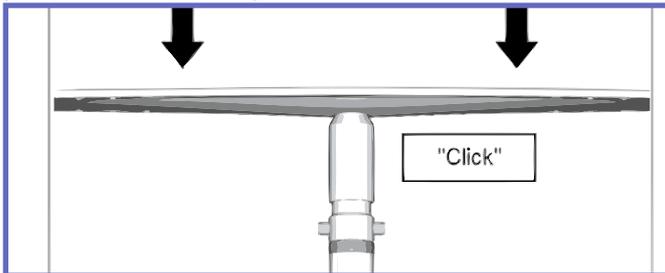


Fig. 16

- 6) Extend the post quickly towards the ceiling by pulling the top portion and holding the bottom portion. The post should be within 76 mm (3") from touching the ceiling.

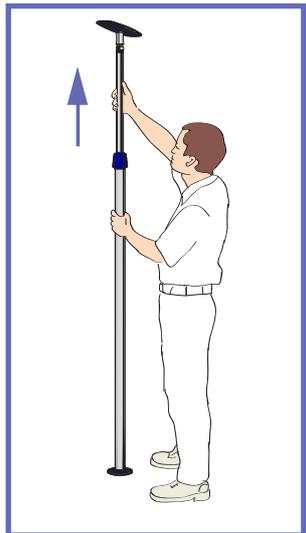


Fig. 17

- 7) If the top of the post is more than 76 mm (3") from the ceiling:
- Extend the post slightly to release pressure on the post.

- Press in metal pins on both sides of the post. Metal pins cannot be pressed in when there is downward pressure on them. Pressure must be released to press in pin.

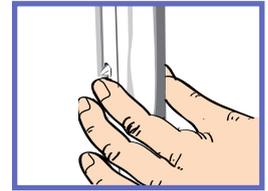


Fig. 18

- Extend the post until the top plate is less than 76 mm / 3" from the ceiling.

- 8) Lift the blue locking handle out of the lower portion of the post. Using the blue piece as a handle, twist the post as shown in Fig. 19:

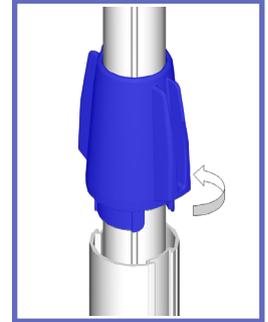


Fig. 19

- Top portion – turn counter-clockwise.
- Bottom portion – hold firmly.

- 9) Before the *EASYTRACK* post tightens against the ceiling; check the clip-on level to make sure the bubble is in the centre of the circle. Tilt the post until the bubble reaches the centre of the circle, see Fig. 20 and Fig. 21.

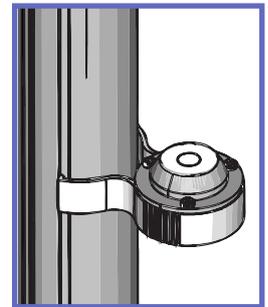


Fig. 20

**NOTE:** Make sure clip-on level is fully attached to the post. Failure to attach level properly could give an incorrect reading. Level should "Click" into place.

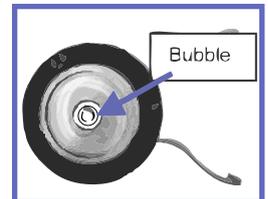


Fig. 21

- 10) Once the bubble is in the centre of the clip-on level – continue to tighten **only until the red mark at the top of the post is no longer visible**.

**WARNING:**

Safety label shown in Fig. 22 is apposed on each post to remind that the red mark on top of each post must not be visible when the system is assembled.

Never use the *EASYTRACK* system when a red mark is visible as it could fall down resulting in injuries.

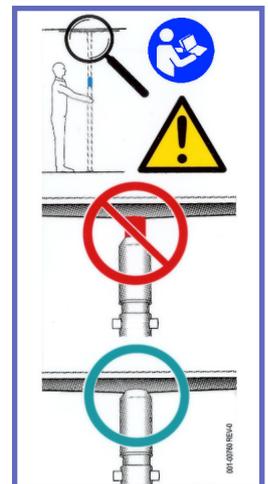


Fig. 22

**NOTE:** Do not over-tighten the post. Tighten only until red mark disappears. Over-tightening post may cause damage to the ceiling.

- 11) Remove the clip-on level from the post by sliding it up off the bottom portion of the post. Slide the blue locking handle down to fit into the bottom part of the post to lock the post in place.

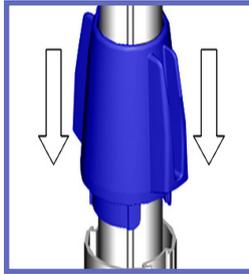


Fig.23

**NOTE:** Once the blue locking handle is pressed into the lower portion of the post, the post can be turned as a whole, except for the top plate and foot plate. This will not lower the post. The post must turn to enable you to attach the track.

- 12) Repeat procedure from step (1) to (11) for the second posts. Have someone hold the post in place while you get one of the fixed track.

- 13) Take one fixed track and tilt it 45° to place it on the post that had been secured in place. Take care not to get hurt by the trolley. Latch the track onto the post. If the pins on top of the post are not facing in the desired direction, place track onto pins and rotate to the desired direction.

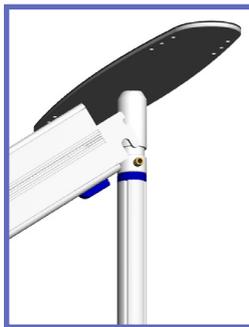


Fig.24

- 14) Raise the other end of the track to make it horizontal and attach it to the post your assistant is holding.

You may need to tilt the post to place the track into it.



Fig.25

- 15) Repeat steps (6) to (11) while the track is attached to the post.

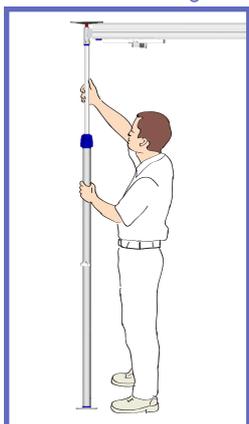


Fig.26/

- 16) Repeat steps (4) to (15) for the remaining 2 posts and fixed track.

- 17) Install the second set of post with the other fixed track to the location you have predetermined during the assessment.

- 18) Make sure that both sets of posts are parallel.

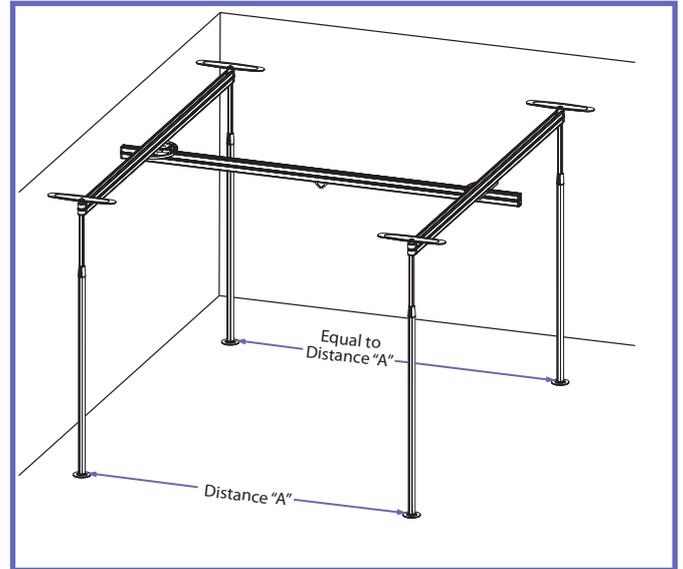


Fig.27

- 19) Review the “Room Assessment” section on page 7 to make sure the mobile track complies to all requirements as shown on “Fig.5”

See following figure which will guide you through the assembling of the next few steps relating to the mobile track.

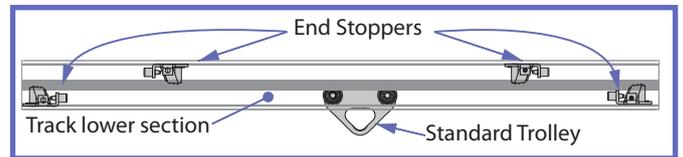


Fig.28

- 20) Insert the standard trolley onto the mobile track. The portion where the trolley is inserted will become the lower section.

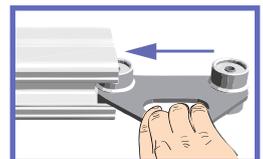


Fig.29

- 21) In the same track section as the standard trolley, insert one end stopper at each end of the mobile track with the rubber bumper going into the track first.

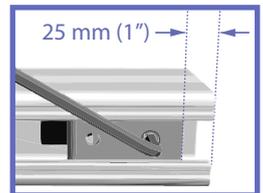


Fig.30

Place the stopper so it is approximately 25 mm (1”) from the end of the track.

- 22) Tighten the stopper in place with the 6 mm Allen key. **Do not over-tighten.** Tighten only until snug.

23) Insert the 5 mm Allen key into the upper hole of one end stopper and push it in to block the grips. It may be necessary to pivot the grips to allow the key in.

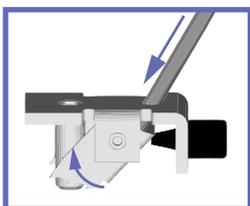


Fig. 31

24) Insert the stopper into the upper section of the mobile track with the rubber bumper going into the track last.

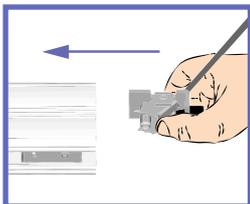


Fig. 32

25) Slide the stopper to approximately 70 mm (28") from the end of the track and remove the Allen key from the stopper. Do not tighten the stopper at this step.

26) Repeat steps (23) to 25) to insert another stopper into opposite end of the track.

27) Remove both covers from the X-Y fixed trolley, disengage the locking plate and loosen the two bolts with a 19 mm box wrench.

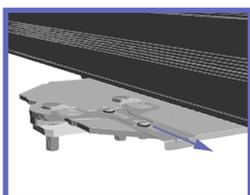


Fig. 33

28) Insert one end of the mobile track onto the X-Y trolley on the fixed track that is the farthest from the wall.

**Do not tilt the track.**

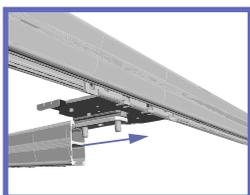


Fig. 34

29) Slide the track far enough to allow other end of the mobile track to be inserted onto the X-Y trolley on the other fixed track.

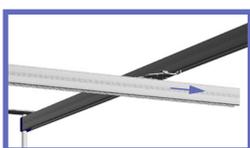


Fig. 35

30) Slide the other end of the mobile track onto the X-Y trolley on the other fixed track. You may need to remove the covers on the X-Y trolley. Make sure to replace the covers after inserting the mobile track.



Fig. 36

31) Centre the mobile track to make it protrude equally on each side.

32) Tighten the two screws on top of the X-Y fixed trolley with a 19 mm box wrench. Engage the locking plate and reinstall both covers.

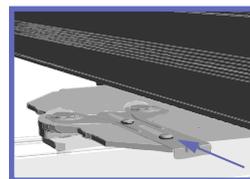


Fig. 37

33) Measure the distance separating both fixed track at both extremity.

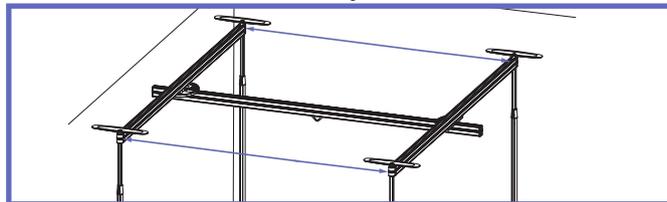


Fig. 38

34) Move the mobile track to the extremity where the shortest distance was measured.

35) In the upper section of the mobile track. Slide one end stopper against each X-Y trolley and secure both stoppers using the 6 mm Allen key.



Fig. 39

36) Reinstall the flat caps onto each end of the mobile track.

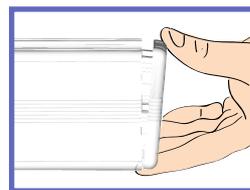


Fig. 40

37) Put the level and the Allen key in a safe place for future usage.

38) Install an end cap on each end of the fixed track.

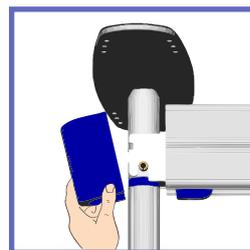


Fig. 41

39) Place the blue plastic strips on both sides of the posts by pinching the strip in order to insert it into the grooves. Start at the bottom of the post.

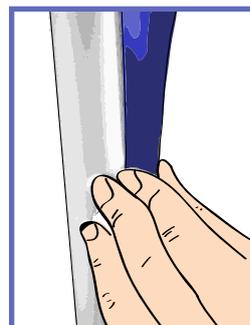
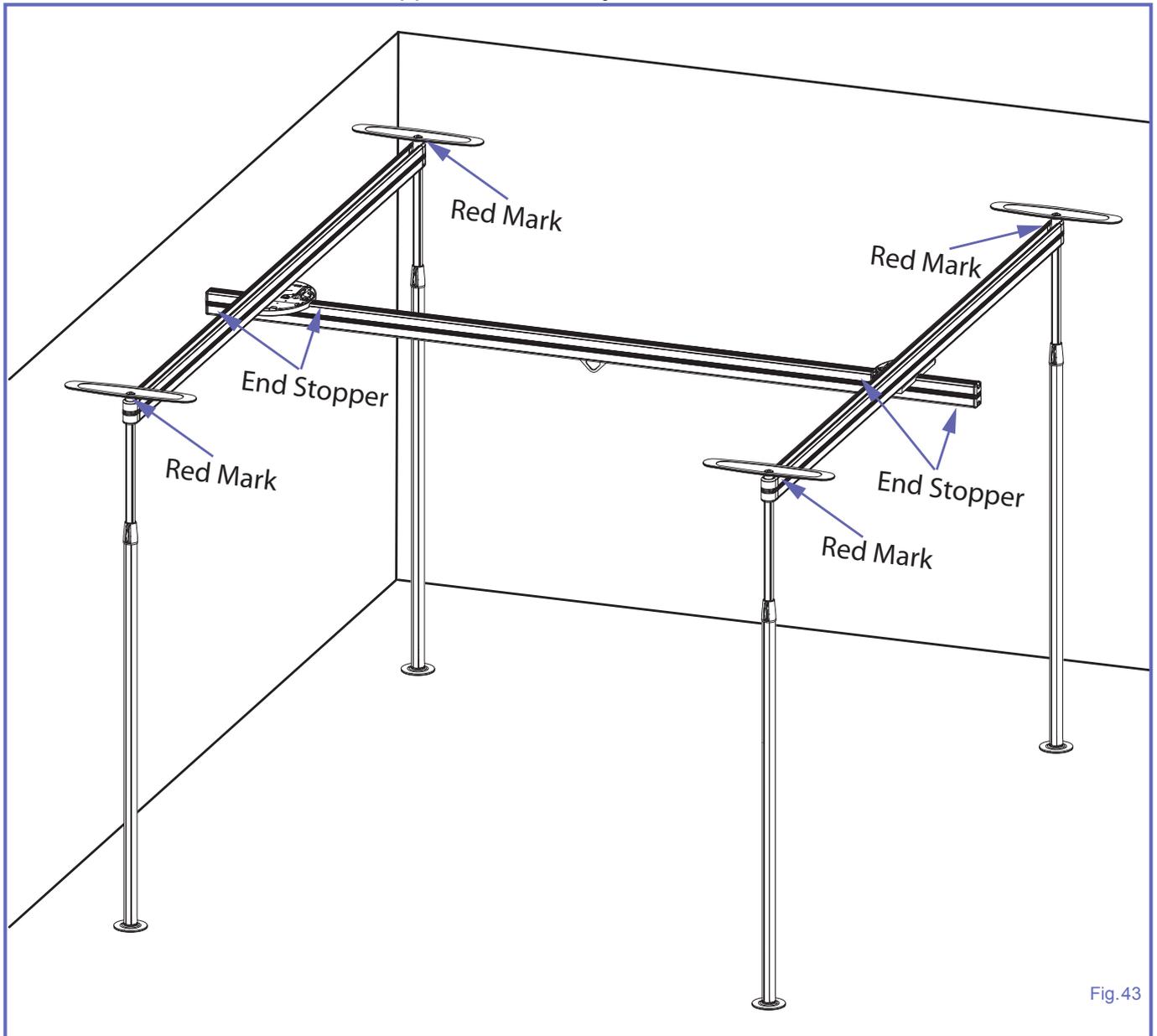


Fig. 42

## Final Inspection Prior Usage

Before using the *EASYTRACK*, review the installation to make sure it is safe for usage. Check your installation against Fig.44.

- Make sure the red mark on top of each posts is not visible.
- Using the clip-on level, make sure that all posts are straight.
- Make sure that all tracks are locked into place and that they are levelled.
- Make sure that the bolts on top of the fixed trolley are tightened.
- Make sure that the locking handle is secured down into the lower portion of each posts.
- Make sure that the end stoppers are well adjusted and secured.



# Disassembling the *EASYTRACK*

## Requirements:

- Step ladder
- Someone to assist you

## Disassembling Procedure

1) Remove the lift from the assembly before adjusting or disassembling the *EASYTRACK* system.

2) Slide the locking handle upward and remove the blue plastic strips from each side of the posts. Gently pull out the end.

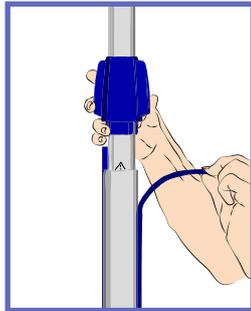


Fig. 44

3) Remove the cap from both ends of the fixed track, by pulling them away from the post.

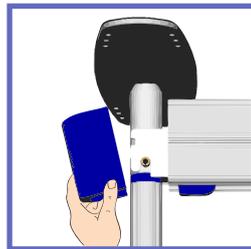


Fig. 45

4) Using a step ladder, reach under one end of the mobile track and remove the cap from the end of the track.

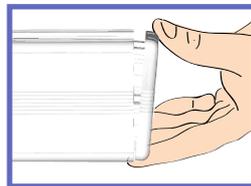


Fig. 46

5) Locate the end stoppers inside the upper section of the mobile track.

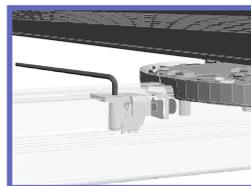


Fig. 47

6) Using the 6mm Allen key, loosen the stoppers.

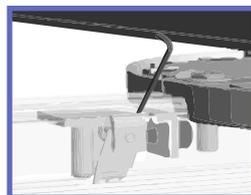


Fig. 48

7) Insert the 5mm Allen key into the hole on top of the stopper and push it inside to unlock the stopper grips. Move both stoppers towards the centre of the track.

8) Slide the mobile track out of the X-Y trolley. Take care not to hit the wall on opposite side.



Fig. 49

9) Slide the mobile track in opposite direction to remove it from other X-Y trolley. Place the caps back onto the track for storage.

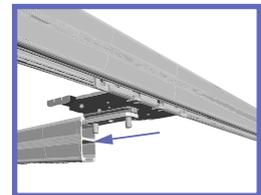


Fig. 50

10) To remove the fixed tracks from the posts, start by lowering one post.

11) Slide the blue locking handle up out of the bottom part of the post to unlock it. Turn the handle clockwise while holding the bottom part in place.

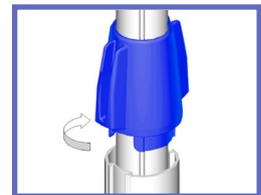


Fig. 51

12) Once the post is loose enough to allow moving it, retract the post as follows:

- Slide the handle back into the bottom part of the post.
- Slightly raise the top portion of the post.
- Press in metal pin on both sides of the post.

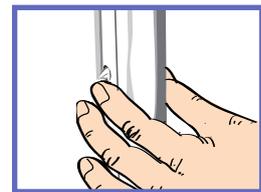


Fig. 52

**NOTE:** Metal pins cannot be pressed in when there is downward pressure on them. Pressure must be released to press in pin.

- Push top portion of the post downward.
- Repeat until the metal pins are no longer visible and the top of the post is only 152-200 mm (6-8") above the blue locking handle.

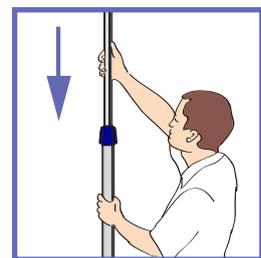


Fig. 53

- 13) Slide the blue locking tab under the fixed track to unlock the hook from the post and push the track upward out of the pins.

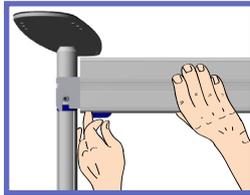


Fig.54

- 14) Use a step ladder to unlock the hook on other end of the fixed track.

- 15) Tilt the track at a 45° angle and lift it to remove it out of the second post.



Fig.55

- 16) Remove the top plate from the post by pressing up evenly.

- 17) Remove the post from the foot plate by stepping on both sides and pulling the post up.

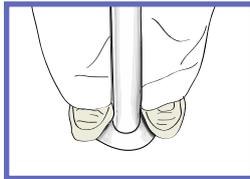


Fig.56

- 18) Repeat steps (10) - (17) for remaining three posts.
- 19) Place all pieces into a box or a bag to protect them from dust and / or damage.

# Troubleshooting

PROBLEM	TO CHECK
1) Trolley moves substantially on its own when the <i>EASYTRACK</i> system is fully assembled.	<ul style="list-style-type: none"> <li>• Are posts, straight? Review assembling instructions, steps (9) and (10).</li> <li>• Is the track secured to the posts? Press up on the track to make sure it is latched onto the post.</li> <li>• Is the ceiling level? Make sure ceiling complies with ceiling requirements.</li> </ul>
2) Not able to push pin to assemble / disassemble post.	<ul style="list-style-type: none"> <li>• Is the post tight against the ceiling? Release pressure on the post by unscrewing the blue locking handle. See disassembling instruction, step (11).</li> <li>• Extend the post slightly to release pressure on the post then push the pin in.</li> </ul>
3) Not able to tighten post enough to hide the red mark.	<ul style="list-style-type: none"> <li>• Check if the post is extended long enough?</li> <li>• Release pressure using the blue locking handle. See disassembling instruction, step (11).</li> <li>• Extend the post until the top plate is within 76 mm (3") to touching the ceiling, then tighten the post against the ceiling by rotating the locking handle. See assembling instruction, steps (6) to (8).               <ul style="list-style-type: none"> <li>f) If the locking handle has been adjusted to maximum and will not turn anymore – reverse direction to shorten the post until it is no longer possible to turn the locking handle, then repeat previous step.</li> </ul> </li> <li>• Make sure the bottom portion of the post is not turning while rotating the locking handle? See assembling instruction, step (8).</li> </ul>
4) Posts do not appear stable.	<ul style="list-style-type: none"> <li>• Make sure red marks are not visible?               <ul style="list-style-type: none"> <li>• See assembling instruction, step (10).</li> <li>• See troubleshooting problem № (3).</li> </ul> </li> <li>• Is Neoprene (rubber) on either top plate or foot plate damaged or dirty?</li> <li>• Clean both foot plate and ceiling plate with soap and warm water. Make sure they are completely dry before re-assembling post.</li> <li>• Is the ceiling and/or floor clean?</li> <li>• Clean ceiling and/or floor.</li> </ul>
5) Trolley does not roll in track smoothly.	<ul style="list-style-type: none"> <li>• Is track clean? Clean track with damp cloth.</li> <li>• Is trolley centred in track? Re-centre trolley.</li> <li>• Is the trolley damaged? Replace trolley.</li> </ul>
6) Cannot get track hooks into track.	<ul style="list-style-type: none"> <li>• Did you use a rubber mallet to hammer the hook into the track? The hook is intended to be a tight fit. The hook will likely need to be hammered into place. Make sure the hook is hammered in evenly so the hook is not crooked.</li> </ul>
7) Hooks appear crooked or the hole in the track and the hole in the hook do not line up.	<ul style="list-style-type: none"> <li>• When you hammered the hook into the track did you hammer evenly? The hook must be in contact with the track on both sides of the hook. Review assembly instructions from step (6).</li> <li>• If the track was cut, use the supplied jig to make sure the hole was drilled at the right location. See assembly instructions, step (3).</li> </ul>
8) Cannot get the fixed track onto post(s).	<ul style="list-style-type: none"> <li>• Make sure both hooks are in the same section of the track (with the trolley). See "Preparing the Tracks", steps (4) to (8).</li> </ul>

PROBLEM	TO CHECK
9) When the fixed tracks are installed, the trolley is above the track instead of below the track.	<ul style="list-style-type: none"> <li>Remove the track from the posts, remove the hooks from the track and re-install them into the other section where the trolley was inserted. See "Preparing the Tracks", steps (4) to (8).</li> </ul>
10) Cannot get mobile track onto both X-Y trolleys	<ul style="list-style-type: none"> <li>Referring to Fig.5, review the room assessment to make sure that at least one wall, parallel to the fixed tracks, is at a distance (C) equal to the sum of both overhangs + 250 mm (10") from the end of the mobile track.</li> </ul>
11) Mobile track does not slide all the way from one end to the other.	<ul style="list-style-type: none"> <li>Make sure both fixed tracks are parallel? See Fig.27.</li> <li>Make sure all posts are levelled.</li> </ul>

# Care and Maintenance

## Preventive Maintenance Schedule

The *EASYTRACK* is subject to wear and tear, and the following actions must be performed when specified to ensure that the product remains within its original manufacturing specification.

**WARNING:** The points on this checklist are the minimum the manufacturer recommends. In some cases more frequent inspections should be carried out. Continuing to use the *EASYTRACK* without conducting regular inspections will seriously compromise the user and resident/patient's safety. Preventive maintenance specified in this manual can prevent accidents.

**WARNING:** Safety related maintenance and authorized service must be carried out by qualified personnel, fully trained in servicing procedures by Arjo and equipped with correct tools and proper documentation, including *Parts List* and *Service Manual*. Failure to meet these requirements could result in personal injuries and/or unsafe equipment.

POINTS TO BE INSPECTED BY USER/SERVICE TECHNICIAN	FREQUENCY			
	Annually / every 1400 transfer / every 50 assembling*			
	Monthly			
	Before every use	Before installing	↓	↓
Inspect for evidence of external damage or missing parts.	•	•	•	•
Ensure all components are in working order.	•	•	•	•
Using the clip-on level, make sure that all posts are straight. If any post is not straight remove the track and level post accordingly.		•	•	•
Red mark on top of each post (under the top plate) is not visible.		•	•	•
The tracks are secured in place. Press down on each track to make sure they are locked onto the posts.		•	•	•
Clean the inside of the tracks to ensure there is no dust or grease build-up inside the tracks.			•	•
Check to make sure that the trolleys move freely along the tracks.			•	•
Make sure the padding on the foot and top plate is clear of any foreign substance and is not damaged. Have the padding replaced accordingly.	•			•

\* Which ever comes first: Annually - every 1400 patient transfer cycles - every 50 assembling/disassembling cycles.

**WARNING:** If any of the above inspection point fails, DO NOT USE the *EASYTRACK* system until appropriate corrective action is taken.

## Annual Inspection by an Authorized Technician

The *EASYTRACK* must be inspected by a qualified Arjo technician on an annual basis to ensure the proper functioning of its components, as well as the safety of the patients and care givers that use the *EASYTRACK*. Please contact your local representative to make arrangements.

**NOTE:** If the product does not work as intended, immediately contact your local Arjo agent for support.

## Cleaning

To clean the *EASYTRACK*, wipe it down with a damp cloth using warm water and mild detergent.

**CAUTION:** Do not use phenol, chlorine or any other type of solvent that may damage the finish.

To ensure a better rolling surface for the trolley wheels, clean the inside of the track every four months. To do so, insert a damp cloth in the opening and slide it from one end of the track to the other.

# Technical Specifications

<b>PRODUCT INFORMATION</b> <i>EASYTRACK</i> 4-post system № 9440030	
Total weight	57 kg (125 lb)
Max. safe working load	200 kg (440 lb)
Lenght	Fixed Track: 3000 mm (118") Post: 2130 - 2745 mm (84 - 108")
Material	Aluminium
<b>END OF LIFE DISPOSAL</b>	
Package	Corrugated cardboard recyclable
Product	Components that are primarily be made up of different kinds of metal (containing more than 90% metal by weight) for example sling bars, rails, upright supports, etc., should be recycled as metals.

## Dimensions

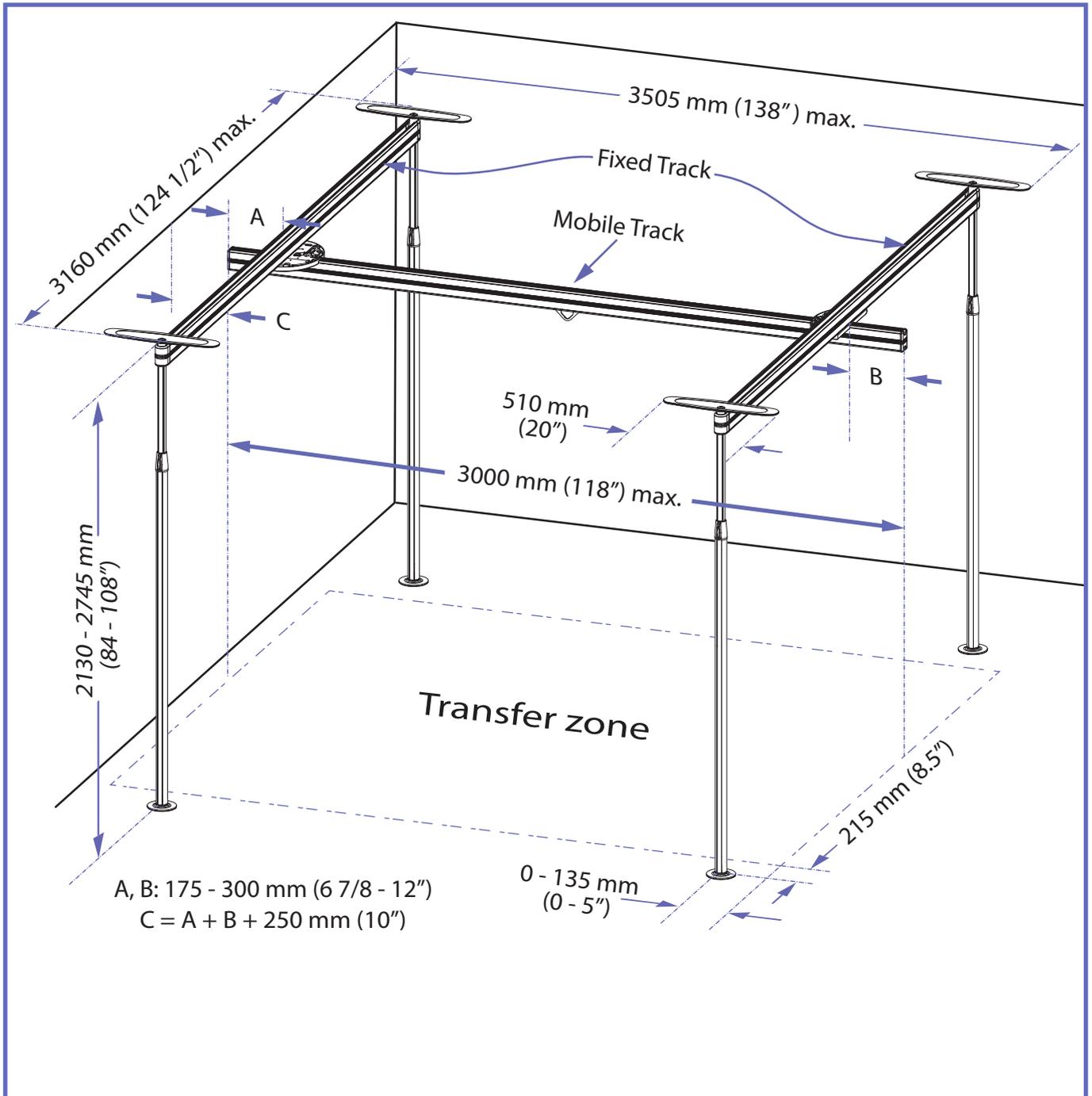


Fig. 57

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Address page - REV 25: 01/2020

At Arjo, we are committed to improving the everyday lives of people affected by reduced mobility and age-related health challenges. With products and solutions that ensure ergonomic patient handling, personal hygiene, disinfection, diagnostics, and the effective prevention of pressure ulcers and venous thromboembolism, we help professionals across care environments to continually raise the standard of safe and dignified care. Everything we do, we do with people in mind.



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