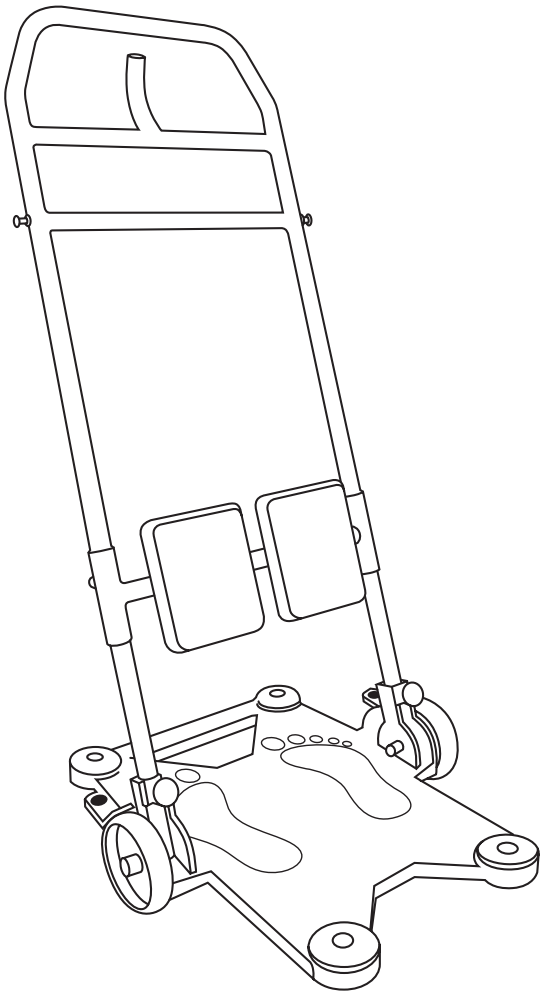
Joerns Oxford®

Service Manual

Oxford® Switch



Contents

Inspection Criteria

Joerns Healthcare Ltd recommends the Oxford Switch and its accessories are subjected to inspection and maintenance, as detailed in this manual, at appropriate intervals depending on a risk assessment of the frequency of use and environmental factors. This will ensure the equipment is adequately maintained and remains safe for use as detailed in PUWER (Provision and Use of Work Equipment Regulations). The risk assessment is necessary as PUWER does not detail specific time intervals.

⚠ CAUTION

In the event of identifying any faulty items, please contact your local authorised service provider or Joerns Healthcare directly.

Frame

- Check the operation of the sliding section quick release pins.
- Make sure the frame is fully engaged into the base supports.
- Ensure both frame locking knobs are fully tightened.

Castors and Wheels

- Check all castors and wheels for firm attachment to the base.
- Check for free rotation of the wheels and the castors swivel.
- Check for excessive wear, cracking or splits on the centre wheel outer tyre and the corner castor wheels.
- Where possible, remove any build up of threads, hair or fibres.
- Lubricate the swivel and axle bearings, if necessary, with a light mineral based grease or food grade spray lubricant.
- Check correct operation of the brakes.

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 product. After cleaning, the unit should be thoroughly dried.

⚠ WARNING

OXFORD RECOMMENDS THE USE OF GENUINE OXFORD PARTS. Oxford sling/belt and products are designed to be compatible with one another. For country specific guidance on sling/belt use and compatibility, please refer to the sling/belt label or contact your local market distributor or Joerns Healthcare.

Service / Repair Schedule

Tools Required

- 5mm hex key
- 6mm hex key
- 8mm A/F combination spanner
- 2 x 10mm A/F combination spanner
- 14mm A/F combination spanner
- 16mm A/F combination spanner
- 0-50Nm range torque wrench
- 17mm A/F socket
- Socket wrench
- Medium weight hammer
- Large (7mm) flat blade screwdriver

Corner Castors

NOTE: To aid removal, it is recommended the frame is removed as detailed in the ‘Frame Removal’ procedure.

Removal

1. Unscrew the castor spindle using 2-off 10mm A/F combination spanners.
2. Withdraw the spindle from the castor wheel.
3. Remove the castor wheel from the castor swivel bracket.
4. Unscrew the castor swivel bracket retaining nut using a 17mm A/F socket and socket wrench.
5. Withdraw the castor swivel bracket from the M10 retaining stud.
6. Tap out the M10 retaining stud from the base using a medium weight hammer.

Replacement

1. Insert the M10 retaining stud through the square hole in the base.
   NOTE: Ensure the square shank of the retaining stud locates correctly in the square hole in the base.
2. Tap the M10 retaining stud into the base using a medium weight hammer.
3. Unscrew the castor spindle of the replacement corner castor using 2-off 10mm A/F combination spanners.
4. Withdraw the spindle from the castor wheel.
5. Remove the castor wheel from the castor swivel bracket.
6. Correctly locate the castor swivel bracket over the M10 retaining stud.
7. Screw the M10 retaining nut onto the M10 retaining stud and tighten to 25Nm using a 17mm A/F socket and socket wrench.
8. Correctly position the castor wheel between the castor swivel bracket and insert the castor spindle through the swivel bracket and castor wheel.
9. Screw the M6 nut onto the castor spindle and tighten to 15Nm using 2-off 10mm A/F combination spanners.
10. Replace the frame as detailed in the ’Frame Replacement’ procedure.

Centre Wheels

NOTE: The frame must be removed to enable removal of the centre wheels as detailed in the ‘Frame Removal’ procedure.

Removal

1. Unscrew the centre wheel bolt using a 6mm hex key and a 16mm A/F combination spanner.
2. Withdraw the centre wheel bolt from the wheel.
3. The wheel will now be free.

Replacement

1. Insert the sleeve through the centre hole of the wheel.
2. Insert the button head wheel bolt through the sleeve and wheel.
3. Insert the button head wheel bolt and sleeve through the holes in the centre wheel bracket (front and rear) on the base.
4. Screw the M10 domed nut onto the wheel bolt and tighten to 25Nm using a 16mm A/F combination spanner and a 6mm hex key.
5. Replace the frame as detailed in the ‘Frame Replacement’ procedure.

Frame

Removal

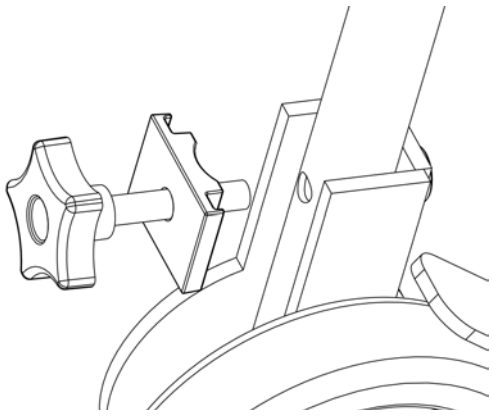
1. Unscrew both frame securing knobs by rotating counter-clockwise until they disengage from the threaded retaining supports on the base.
2. Withdraw the securing knobs from the frame.
3. Withdraw the frame from the retaining supports on the base.

Replacement

1. Insert the frame into the retaining supports on the base.

   NOTE: Ensure the slots in the bottom of the frame tubes correctly locate over the centre wheel sleeves. Ensure correct orientation of the frame i.e. knee pads facing **away** from the operator.
2. Insert the frame securing knobs through the holes in the frame.

   NOTE: Ensure the plastic frame clamps are correctly orientated on the frame securing knobs prior to inserting through the frame.



3. Screw the frame securing knobs into the supports on the base and hand tighten securely.

Brake Pedal/Pad

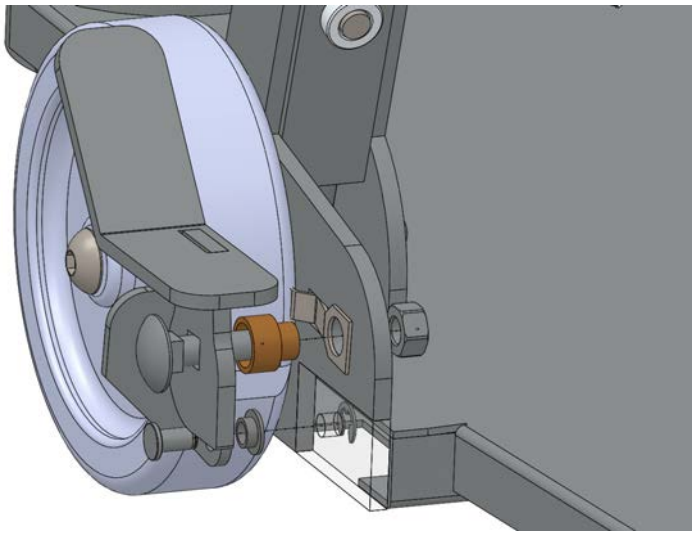
Removal

1. Unscrew the right hand brake lever M8 domed securing nut using a 14mm A/F combination spanner.
2. Withdraw the brake lever, brake lever securing bolt, nylon bush and brake pad spring from the hole in the base.
3. Remove the retaining circlip from the rear of the right hand brake pad spindle using a large (7mm) flat blade screwdriver.

Replacement

NOTE: Prior to re-assembly of the brake pedal, the red and green decals must be affixed in the appropriate positions on the brake pedal.

1. Insert the brake pad spindle through the brake pad, ensuring correct orientation.
2. Position the nylon spacing bush onto the brake pad spindle, ensuring the smaller diameter is immediately adjacent to the rear of the brake pad.
3. Insert the brake pad spindle through the appropriate hole in the base.
4. Fit the retaining circlip to the rear of the brake pad spindle, ensuring it locates securely in the groove.
5. Position the brake pad spring behind the brake pad and align the hole with the corresponding hole in the base - see illustration below.



6. Insert the brake pedal securing bolt through the square hole in the brake pedal, ensuring correct orientation.
7. Insert the nylon spacing bush onto the brake pedal securing bolt, ensuring correct orientation. i.e. the larger diameter head should be immediately adjacent to the brake pedal.
8. Insert the brake pedal securing bolt through the hole in the brake pad spring and the hole in the base.

   NOTE: Ensure the square shank of the securing bolt locates correctly in the square hole in the brake pedal.
9. Fit the M8 brake pedal domed securing nut to the brake pedal securing bolt and tighten to 20Nm using a 14mm A/F combination spanner.

   Repeat the ‘Brake Pedal/Pad Removal/Replacement’ procedure for the left hand brake pedal.

⚠ WARNING

Ensure the brakes operate correctly before returning the Oxford Switch to service.

Base

Removal

1. Remove the frame as detailed in the ‘Frame Removal’ procedure.
2. Remove the 4-off corner castors as detailed in the ‘Corner Castors Removal’ procedure.
3. Remove the 2-off centre wheels as detailed in the ‘Centre Wheels Removal’ procedure.
4. Remove the 2-off brake pedals and brake pads as detailed in the ‘Brake Pedal/Pad Removal’ procedure.

Replacement

NOTE: Prior to re-assembly, it will be necessary to affix the base decals, ensuring they are correctly located.

1. Assemble the left and right brake pedal/pads to the base as detailed in the ‘Brake Pedal/Pad Replacement’ procedure.
2. Assemble the 2-off centre wheels to the base as detailed in the ‘Centre Wheels Replacement’ procedure.
3. Assemble the 4-off corner castors to the base as detailed in the ‘Corner Castor Replacement’ procedure.
4. Assemble the frame to the base as detailed in the ‘Frame Replacement’ procedure.

Knee Pad Sliding Section

Removal

1. Remove the frame as detailed in the ‘Frame Removal’ procedure.
2. Pull the 2-off knee pad positioning spring-loaded quick release pins outwards whilst simultaneously pulling the knee pad sliding section off the frame.

Replacement

1. Correctly orientate the knee pad sliding section (pads facing away from the operator) and, whilst pulling the 2-off spring-loaded quick release pins outwards, slide the knee pad section onto the frame.
2. Assemble the frame to the base as detailed in the ‘Frame Replacement’ procedure.

Knee Pads

Removal

1. Unscrew the 2-off M6 cap head knee pad retaining screws using a 5mm hex key.
2. The knee pads will now be free.

Replacement

1. Align the 2 holes in the knee pad retaining bracket with the M6 threaded holes in the knee pad.
2. Insert the 2-off M6 cap head knee pad retaining screws through the holes in the retaining bracket and tighten to 10Nm using a 5mm hex key.

Knee Pad Positioning Spring-Loaded Quick Release Pins

Removal

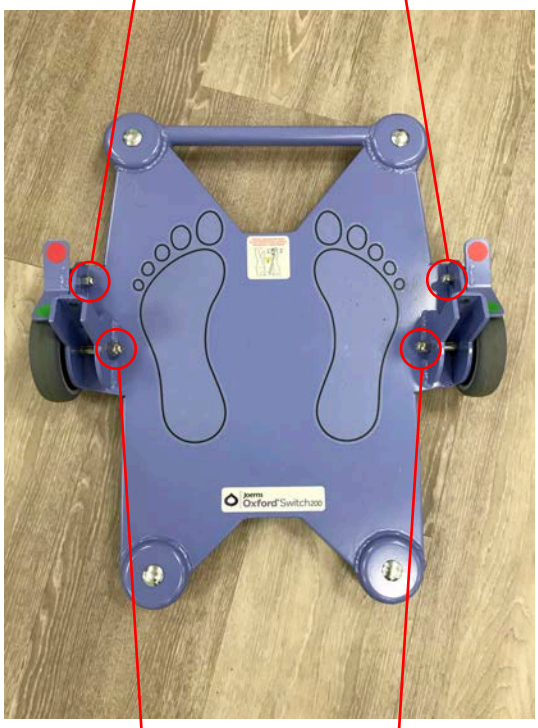
1. Unscrew the knee pad positioning spring-loaded quick release pin from the knee pad sliding section using an 8mm A/F combination spanner.

Replacement

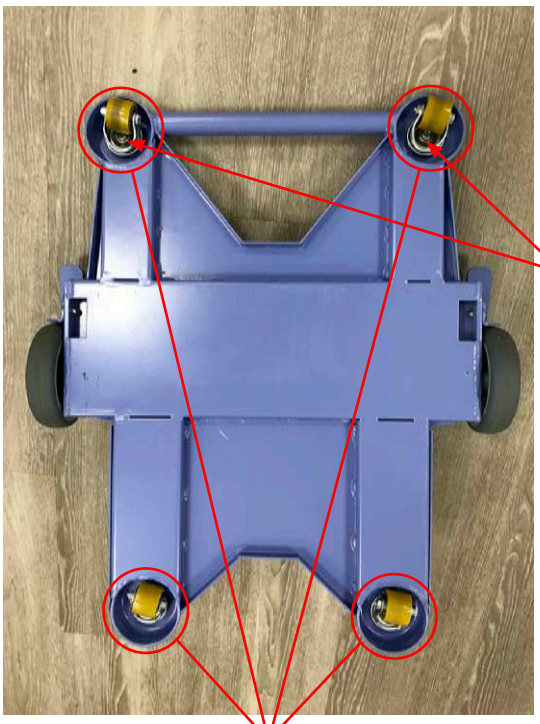
1. Assemble the knee pad positioning spring-loaded quick release pin to the thread on the knee pad sliding section.
2. Tighten to 10Nm using an 8mm A/F combination spanner.

Torque Settings

Tighten the brake pedal securing nuts to 20Nm - 2 places



Tighten the centre wheel securing nut to 25Nm - 2 places

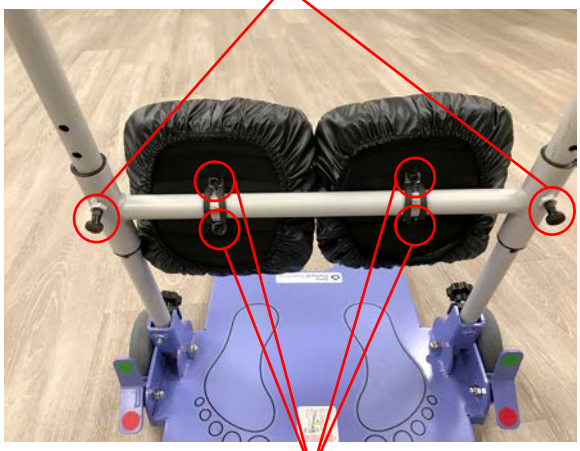


Tighten the corner castor securing nut to 25Nm - 4 places

Tighten the castor spindle securing nut to 20Nm - 4 places

Tighten the frame securing screws hand tight - 2 places

Tighten the knee pad spring-loaded quick release pins to 10Nm - 2 places



Tighten the knee pad retaining screws to 10Nm - 4 places

Notes:

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