

# TwinSheet 4Glide

Instruction for Use

**immedia**<sup>®</sup>  
a part of Etac



# Illustrations

Illustration 1



Illustration 2

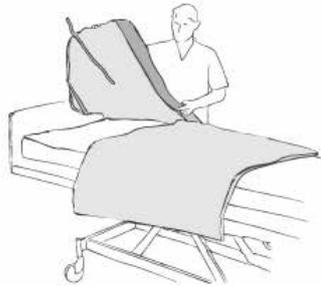


Illustration 3



Illustration 4



Illustration 5



Illustration 6



Illustration 7



Illustration 8



Illustration 9



Illustration 10



Illustration 11

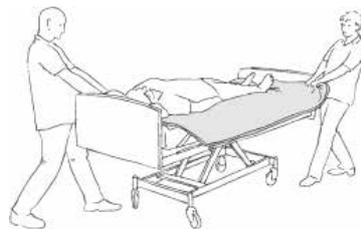


Illustration 12



Illustration 13



Illustration 14



Illustration 15



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# General

Thank you for choosing an Etac product.

To avoid accidents and injury when moving and handling the products, read the manual carefully.

The person described as "the user" in this user manual is the person who is lying or sitting on the product. The assistant or assistants are the people who manoeuvre the product.



**This symbol appears alongside the text in the manual. It draws the reader's attention to points at which there may be a risk to the health and safety of the user or assistant.**

The products comply with the standards applicable for Class 1 products in the European Council Directive MDD 93/42/EEC on medical devices.

## Batch no:

x	x	x	x	x	x	x	x	x	x
Production year		Running number							

At Etac we strive to improve our products all the time and therefore we reserve the right to make changes to products without prior warning. All measurements given on illustrations and similar material are for guidance only and Etac cannot be held liable for errors and defects.

The information given in this manual, including recommendations, combinations and sizing, does not apply to special orders and modifications. If the customer makes adjustments, repairs or combinations not predetermined by Etac, the Etac CE certification and Etac warranty will be voided. If in doubt, please contact Etac.

Warranty: Two-year warranty on material and manufacturing defects, provided that the product is used correctly.

The product can be scrapped in accordance with national regulations.

# Symbols

Washing	Iron	Never leave on the floor	User mass limit = maximum rated load max 200 kg / max 440 lbs
Handwash	Do not dryclean	Warning	The product can be scrapped in accordance with national regulations
Wipe off	Do not bleach	Read the User Manual	Manufacturer
Tumbledry	Risk of sliding down	Batch no./Lot no.	Class 1 - European Council Directive MDD 93/42/EEC on medical devices
Keep out of the sun			

# Intended use

TwinSheet 4Glide is a two-part incontinence turning mattress, which makes it easy for a assistant to turn a user

into the side position in connection with hygiene and baths, wound care, etc.

# Intended enviroment

Hospitals, institutions, Home care

# Practical Handling

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## Positioning

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Place the nylon 4Way sheet with locking system on the bed. The "this side up" label should be at the head end (Illustration 1). Lock the glide system so that the non-slip material is visible.

First fit the down part of the TwinSheet 4Glide down part. Fit the top part of the TwinSheet 4Glide (Illustrations 2 and 3) and join the Velcro.

Position the user so that the 4Way Glide Twin seam does not irritate the user.

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## Use

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To unlock the glide system: One assistant on each side grasps the functional handles attached to the nylon sheet and foot end, and pulls them slowly upwards towards the head end (Illustration 4). When the assistants feel resistance, they must stop pulling. Then one assistant grasps the functional handles on the opposite side of the glide system, and the other assistant helps pull the locking system up past the hip area (Illustration 5). The assistants then do the same on the opposite side. The glide system is now unlocked and the user can be turned in all directions (Illustration 6).

When the assistants have finished turning the user, the glide system must be relocked (Illustration 7). Bend the users legs if possible (Illustration 8)

### Alternative turning method

Attach the lift to the functional handles on the top part of the TwinSheet 4Glide. The user can be turned into the side position by raising the lift. The assistants can either push down on the glide mattress or pull on the handles, turning the user in the middle of the bed (Illustration 9). Make sure that the users spine does not twist.

### Positioning

If the user is to remain in the side position after bath/care, the users back can be supported using a positioning wedge or pillow. Other positioning pillows can be used if necessary (Illustration 10).

After moving the user, it will often be beneficial to smooth the glide system under the user. To do this, pull diagonally on the corners, preferably one layer at a time (Illustration 11).

### Raising the bedhead

Lock the glide mattress. Remember to "lock" the glide system, pulling the functional handles towards the foot end. This can be done by both assistants at one time (Illustration 7). The bedhead can now be raised, without the user sliding down. If reduced freedom of movement in the upper body is required in the seated position, you can lock the glide system at both sides at the shoulders by fitting corner straps around the mattress.

### The "5 smiles" technique

To ensure the most comfortable position (seated or lying), it is imperative that the assistants remove any tension on the skin occurring when the users head or feet are raised. Loosen the shoulder blades (Illustration 12). Loosen the legs (Illustration 13). Finally, the assistants must make sure that the users pillow is correctly placed under users head and neck – first remove the pillow, shake/plump and replace.

### Seated position

Once the assistant has ensured that any tension on the skin is released, the assistant can support the user in the seated position with positioning wedges or pillows (Illustration 14).

### Sliding down:

Unlock the glide mattress (Illustrations 3 and 4). Then the assistant grasps the straps under the user at the shoulders (and hips, if necessary) and slowly pulls the user upwards using weight transference (Illustration 15).

## Notice

### Special features

Always check the product before use and after washing.

Never use a defective product. If the product shows signs of wear-and-tear, it must be scrapped.

Read these instructions carefully.

It is important that assistants receive instruction in manual handling. Etac offers advice and training for assistants. For further information, contact Etac.

Always use the correct manual handling techniques

Encourage the user to assist where possible.

To ensure that the client feels safe and that every manual handling is smooth, always plan the manual handling in advance.



There is a risk that the user may slide off. Never leave the user alone on the edge of the bed.



Never leave a TwinSheet 4Glide or nylon sheet on the floor.



Always make a risk assessment, and secure that the assistive product can be used at the individual user and in combination with other devices that it is safe for the user and caregivers.



It is recommended that the guard rail is in place when the user is left on the glide system, unless a risk assessment has found that the user can be safely left on the glide system without the need of guard rails.



Always lock the glide system when you have completed the transfer.



Do not use the TwinSheet 4Glide as a sling.



To reduce sliding to the side if the head end is elevated fit the corner straps around the bed mattress.

If in any doubt - please contact Etac.

## Materials

Absorption: 2200 ml/m<sup>2</sup>.

TwinSheet 4Glide:

Microfiber top side: 100% polyester.

Middle layer: 80% polyester/20% viscose.

Barrier: polyurethan.

Back side: nylon.

The nylon material is antistatic.

Handles: polyester.

Joining: velcro

Nylon sheet:

100 % nylon.

Locking system: non-slip.

## Cleaning

The product should be checked regularly, preferably each time it is used, and especially after wash.

Check that there is no damage to seams or fabric.



**Never try to repair a product yourself.**  
**Never use a defective product.**

### Washing instructions:

Do not use fabric softener.

Can be wiped off with disinfectant (polyurethane surface).



## Articles

Article no.	Description	Size (mm)
IM150/75N	TwinSheet 4Glide, Top part without non-slip lock	W1500 x L750
IM150/140N	TwinSheet 4Glide, Down part without non-slip lock	W1500 x L1400
IM150/200N	TwinSheet 4Glide, Long	W1500 x L2000
IM4312	TwinSheet 4Glide Set, 1 x lock (IM150/75N + IM150/85N + IM85/200LPLNS)	
IM4314	TwinSheet 4Glide Set, 3 x lock (IM150/140N + IM150/75N + IM85/2003LPL)	
IM4315	TwinSheet 4Glide Set (IM150/140N + IM150/75N)	
IM4316	TwinSheet 4Glide Set, (IM150/200N + IM85/2003LPL)	

## Combinations

Article no.	Description	Size (mm)
IM85/200LPLNS	Nylon Sheet with non-slip sides + non-slip lock	W850 x L2000
IM85/200LPL	Nylon Sheet with non-slip lock	W850 x L2000
IM85/2003LPL	Nylon Sheet with 3 x non-slip lock	W850 x L2000
IM53NS	Positioning Wedge with non-slip cover	W300 x H200 x L530
IM53/80NS	Positioning Wedge with non-slip cover	W300 x H200 x L800

# Service Information

**Thank you for choosing an Etac product.** If the customer makes adjustments, repairs or combinations not predetermined by Etac, the Etac CE certification and Etac warranty will be voided.

**Warranty:** Two-year warranty on material and manufacturing defects, provided that the product is used correctly. Before taking a product in service always make a risk assessment according to national and/or local legislation.

**First inspection:**

- Is the packaging intact?
- Read the label on the packaging and check the article no. and product description
- Check that Short Instruction is enclosed – contact your Etac Customer Service or the local distributor.
- Check the label on the product - does it include article no., product description, lot/batch no., cleaning instructions and supplier name?

**Periodic Inspection:**

- Make sure that your Manual transfer system always is in a perfect condition.
- After wash – always check materials, stitching, handles, buckles.
- If the product shows signs of wear and tear, it must be removed from service immediately.
- Lot no/Batch no:

x	x	x	x	x	x	x	x	x	x	x
Production year					Running number					



**Visual inspection/Check the product:**

Ensure that the materials, seams, stitching, handles, buckles are intact/faultless.



**Stability test:**

Try to bend the product verify that it feels firm, stable and solid.



**Mechanical load or stress/Test handles:**

Draw hard in the handles in opposite directions and control the material, seams and stitching.  
Test buckles:  
Lock the buckle and draw in opposite directions, control the buckle and the stitching.



**Test low/high friction:**

Place the product on a firm surface or a bed, place your hands on the material and test the friction by pushing your hands down into the product.  
Low friction – slides effortlessly  
High friction – no sliding/moving

**Check always:**

<p>Manual transfer aids with handles, straps and buckles:</p>	<p>Manual transfer aids for sitting and lying transfer:</p>
<p>Manual transfer aids with high or low friction:</p>	<p>The product can be scrapped in accordance with national regulations</p> <p>Read the User Manual</p>

If in doubt, please contact Etac Customer Service or local distributor for more information and guidance.