

Mobility Cart Install Manual



Oct 2023

Rev. 1

Techs DO NOT discuss other projects or company brands while they are on site

OVERVIEW:

Assembling the mobility cart.

SCOPE:

- Arrive on site check in.
- Check in with Hospital Staff.
- With help of Hospital Staff, identify location of shipment.
- Assemble and install cart.
- Check out with Hospital Staff and complete the Youreka form before leaving site.
- **Make sure area and display are clean and bright (all protective plastic removed). Clean up your area and dispose of any trash.**

GETTING STARTED / SUPPORT:

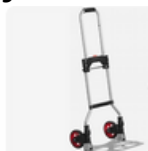
- Support will come from the MTI Contact Center @ [1-888-684-0030](tel:1-888-684-0030)
- Technicians will go the main hospital registration desk, also referred to as Patient Access, and ask for the Patient Access Director or Jackie Davison. Jackie Davison is the contact for GBS and will be assisting the technicians with the installs.
- They can also call the Patient Access Directors for each facility, or call Jackie Davison directly 330-418-6468.
- 8:00 AM is the required check-in time. There will be a few locations that will require traveling to an offsite location. It was requested that the technicians come prepared with a small rolling dolly if able. There will need to be 2 technicians assigned to each location, and they will work in conjunction with Jackie from GBS and one other member of her team.
- Good Samaritan Medical Center, 1309 NORTH FLAGLER DRIVE, West Palm Beach, FL 33401
 - Phone: 561.650.6234 [Stacy Hannah](#)
- West Boca Medical Center, 21644 N STATE ROAD 7, Boca Raton, FL 33428
 - Phone: 561.883.7040 [Julina Baro](#)
- Delray medical Center, 1065 SW 15TH AVENUE BLDG C, BAY 12, Delray Beach, FL 33444
 - Phone: 561.495.3468 [Tyne Johnson](#)
- Palm Beach Gardens Medical Center, 3360 BURNS ROAD, Palm Beach Gardens, FL 33410
 - Phone: 561.694.7159 [Holly Zurita](#)
- St. Mary's Medical Center, 901 45TH STREET, West Palm Beach, FL 33407
 - Phone: 561.882.6218 [Ana Quiroga](#)
- Baptist Medical Center, 111 Dallas St, San Antonio, TX 78205-1201
 - Phone: 330-418-6468 Jackie Davison



TOOLS REQUIRED:



Small rolling dolly



#2 phillips head screwdriver



Allen keys



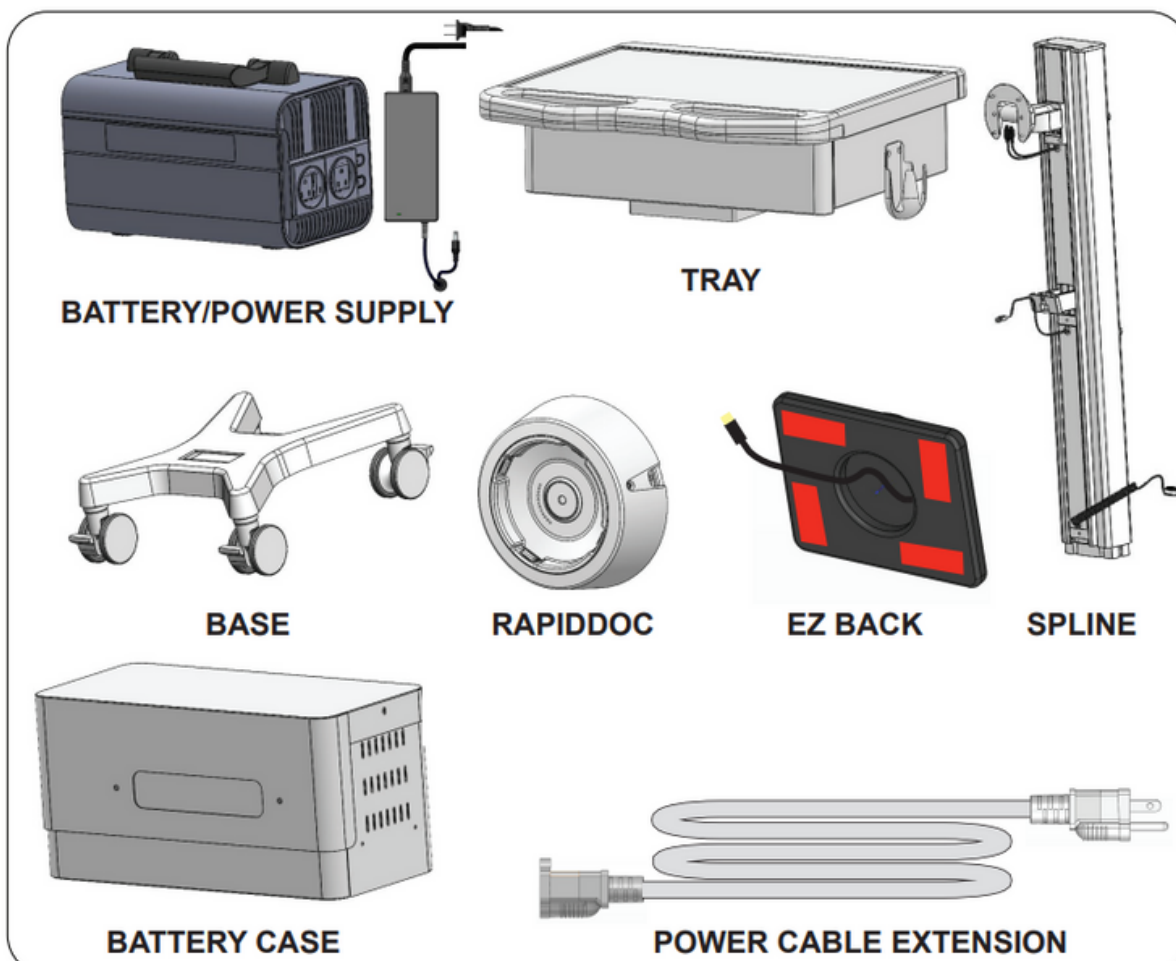
MTI tool



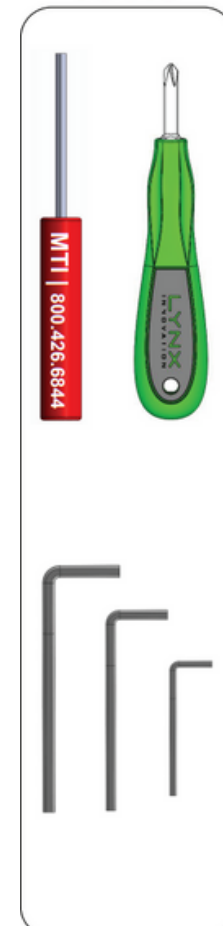
Microfiber cloth

KIT SHIPMENT CONTENTS

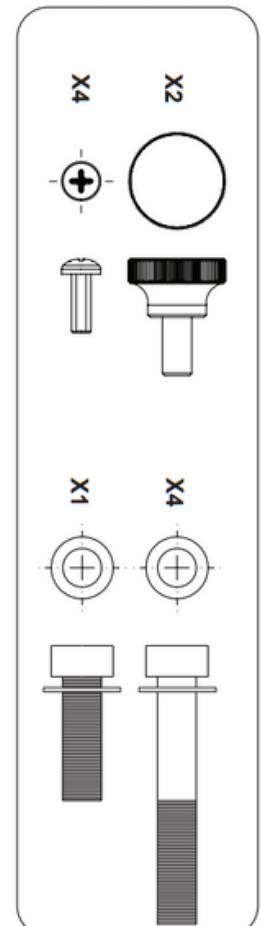
- Check all packing materials for contents before discarding any boxes or fillers.
- Inspect all components for physical damage prior to installation.
- Report any damaged or missing parts.



Tools



Hardware

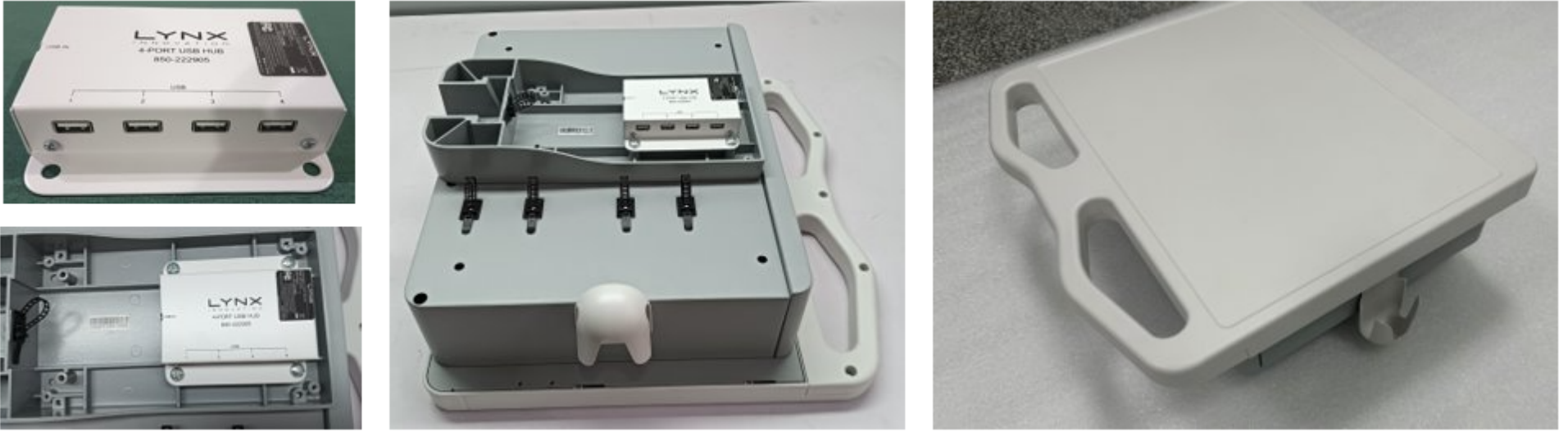


Unboxing and Inventory

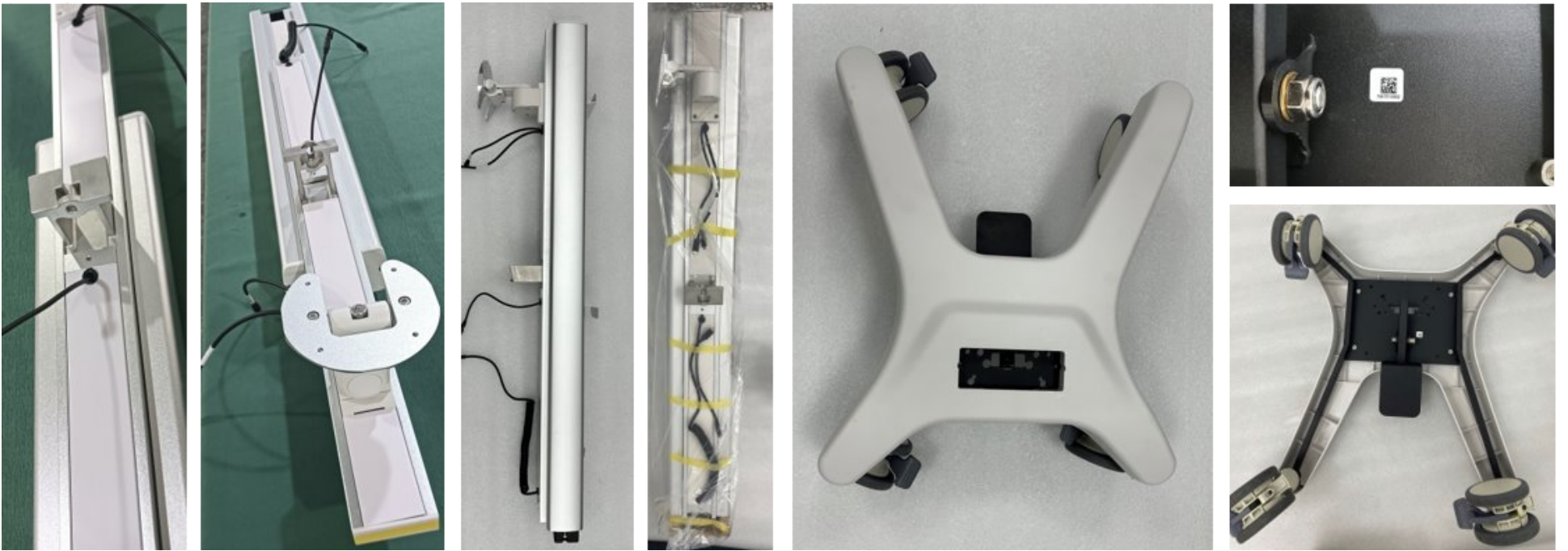


Drawer and Hub

[Click Here for Unboxing Video](#)



Spline and Base



1. AC Cable



2. Hardware bag



RapidDoc



Packing

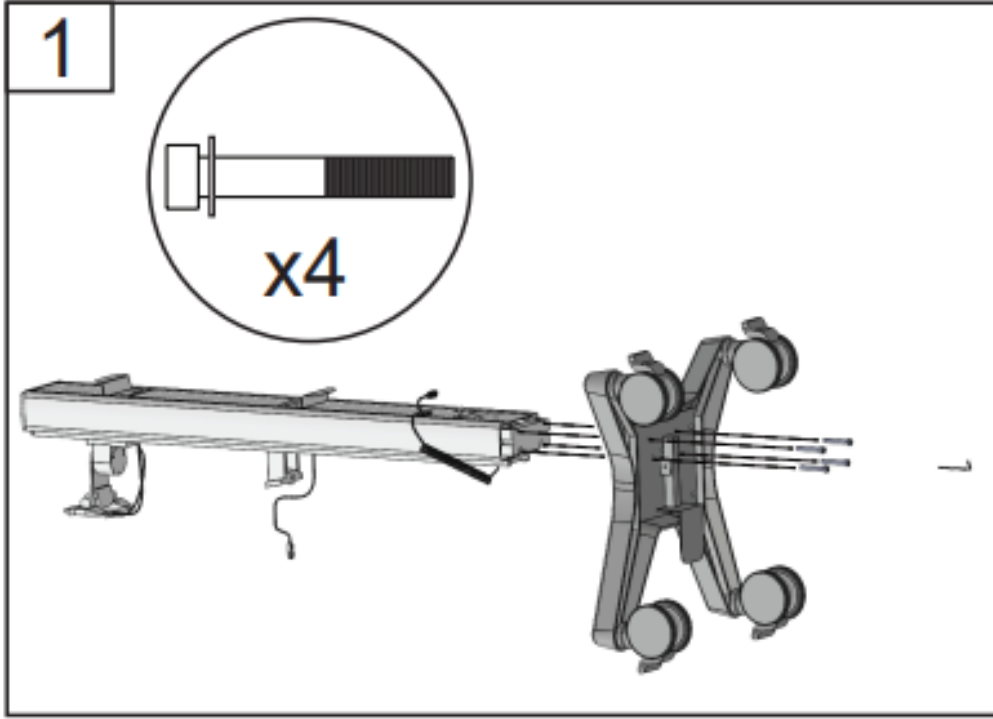




[Click Here for Installation Video](#)

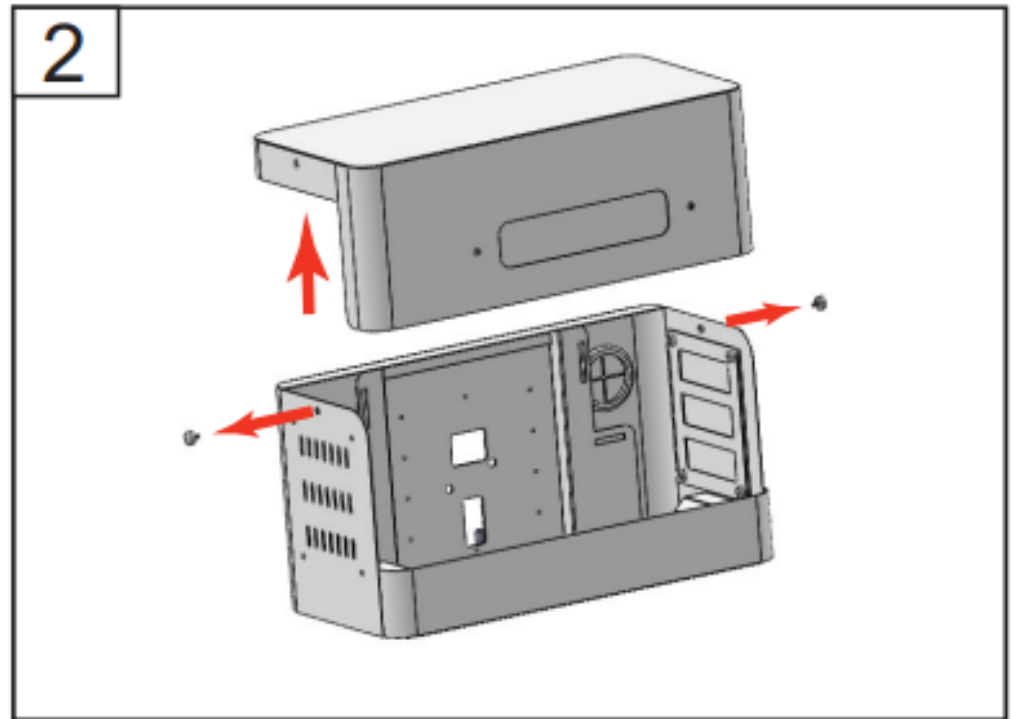
STEP 1. INSTALL SPLINE

Install the **SPLINE** onto the **BASE** using the **SOCKET HEAD SCREWS** and the provided **ALLEN WRENCH** to secure in place.



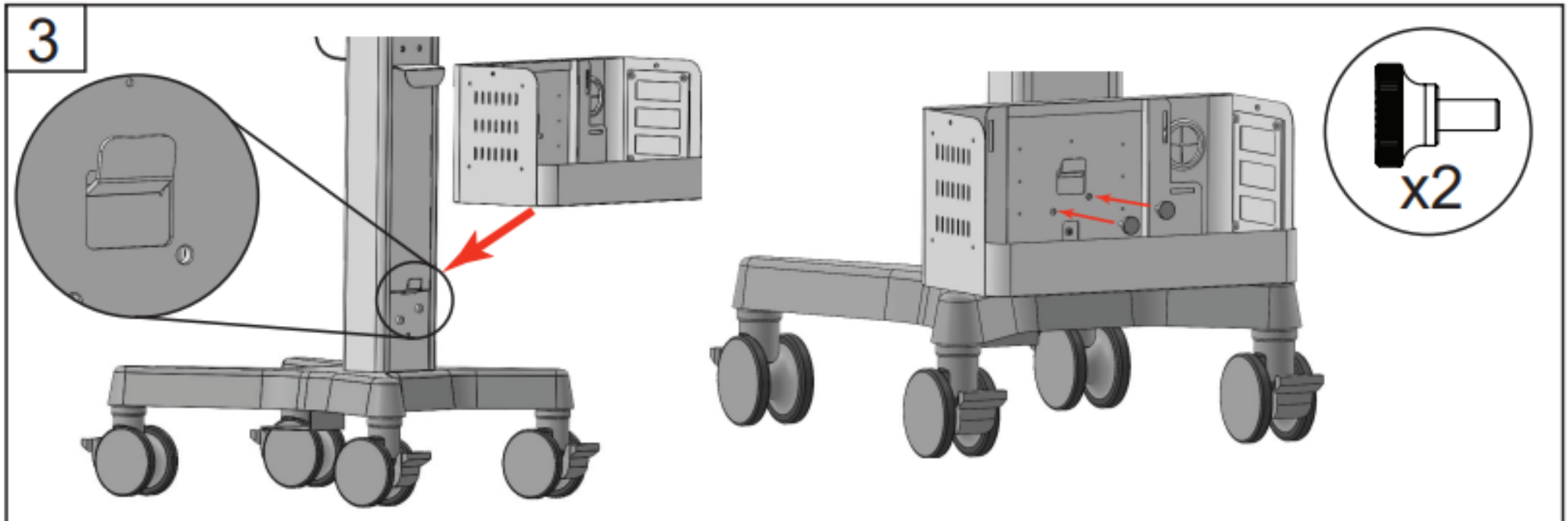
STEP 2. REMOVE COVER

Remove the cover to the **BATTERY BOX** by loosening the side thumbscrews and lifting the cover off the box. Save screws and cover for re-installation.



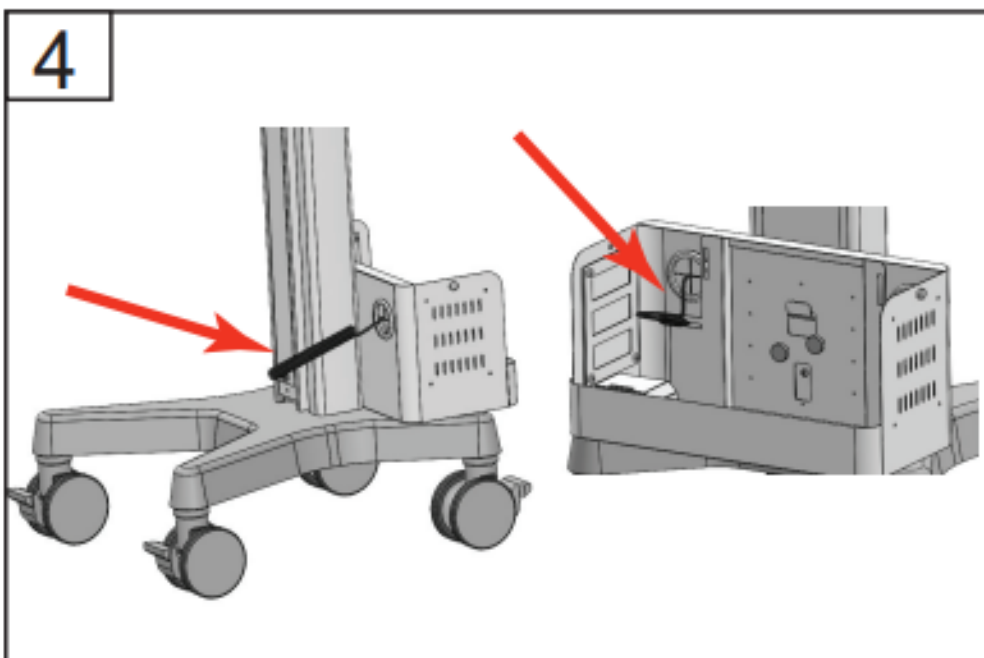
STEP 3. INSTALL BOX

Install the box to the cart placing the box onto the hook. Secure the box to the cart with the provided **THUMBSCREWS**.



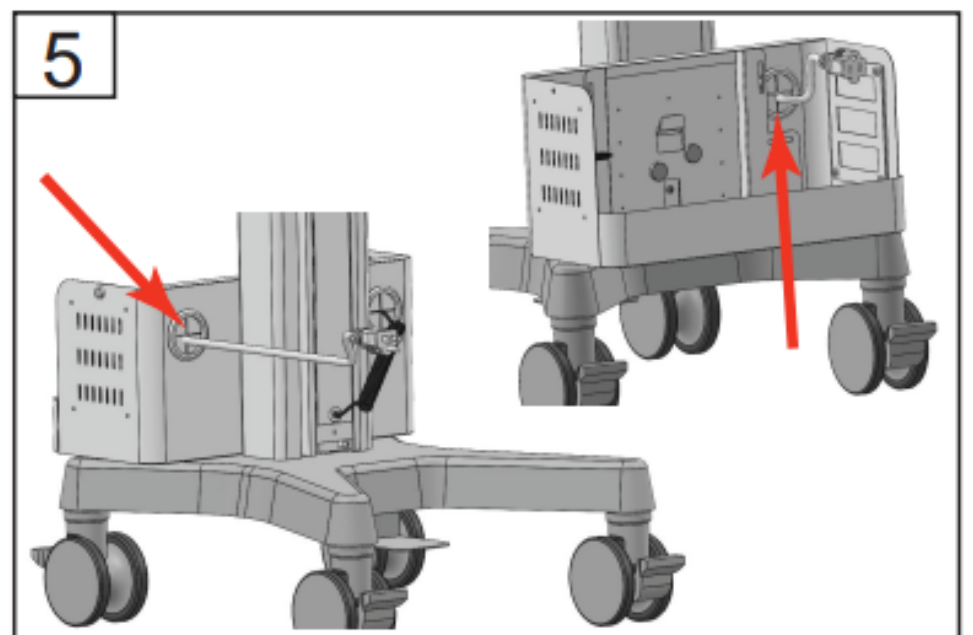
STEP 4. PUSH CABLE

Push coiled cable from the bottom of the **SPLINE** into the grommet of the **BATTERY BOX**.



STEP 5. INSTALL EXTENSION

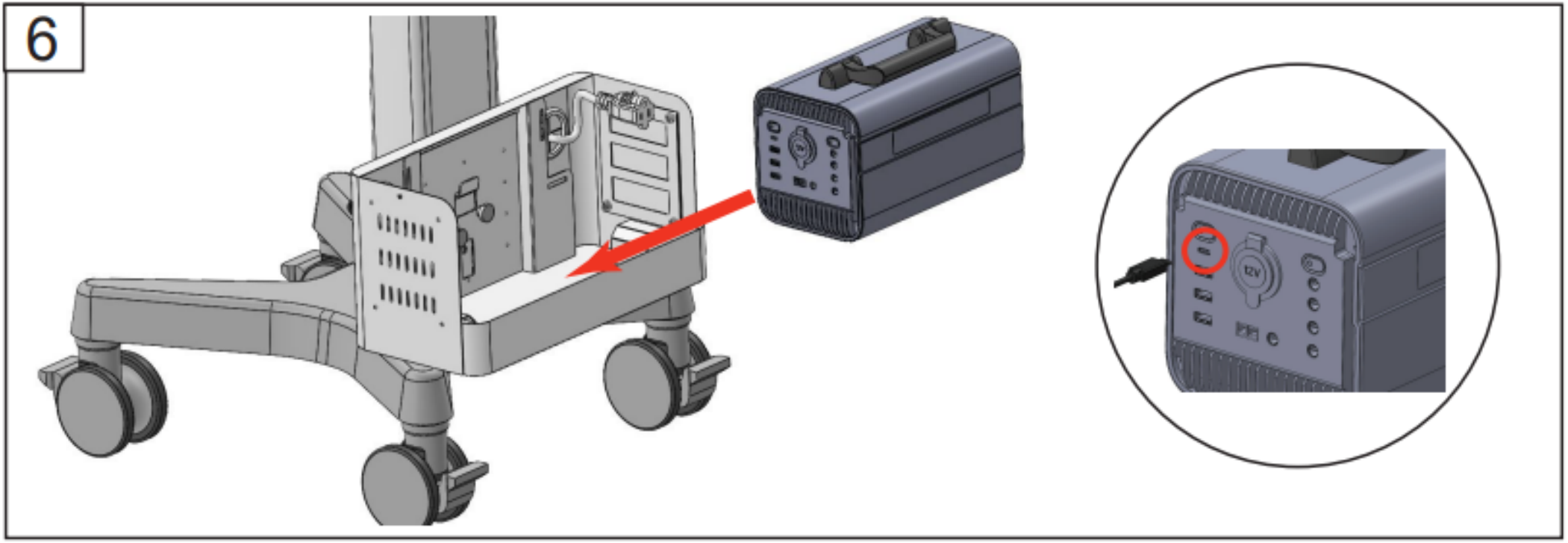
Install the **POWER CABLE EXTENSION** into the **BATTERY BOX** by pushing it through the other grommet.



REMEMBER TO BE VERY CAREFUL NOT TO DAMAGE THE FIXTURE AND KEEP WORK AREA CLEAN.

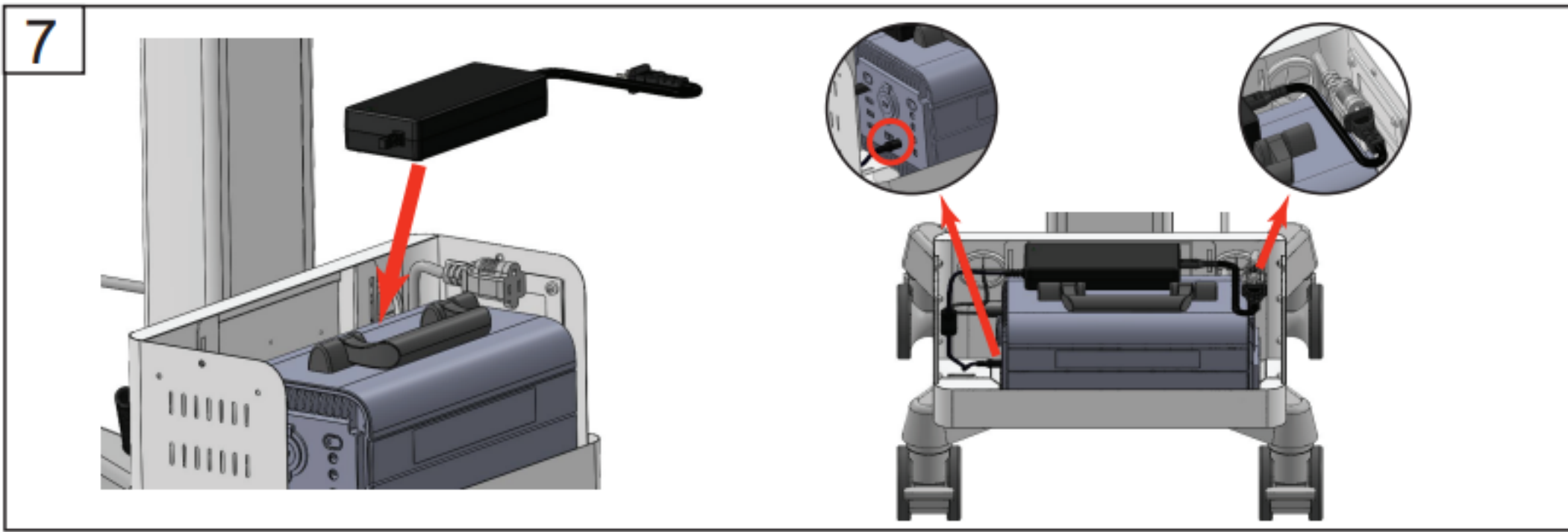
STEP 6. PLACE BATTERY AND CONNECT

Place **BATTERY** into the **BATTERY CASE** plugging the USB C connector to the USB C connector output on the **BATTERY**



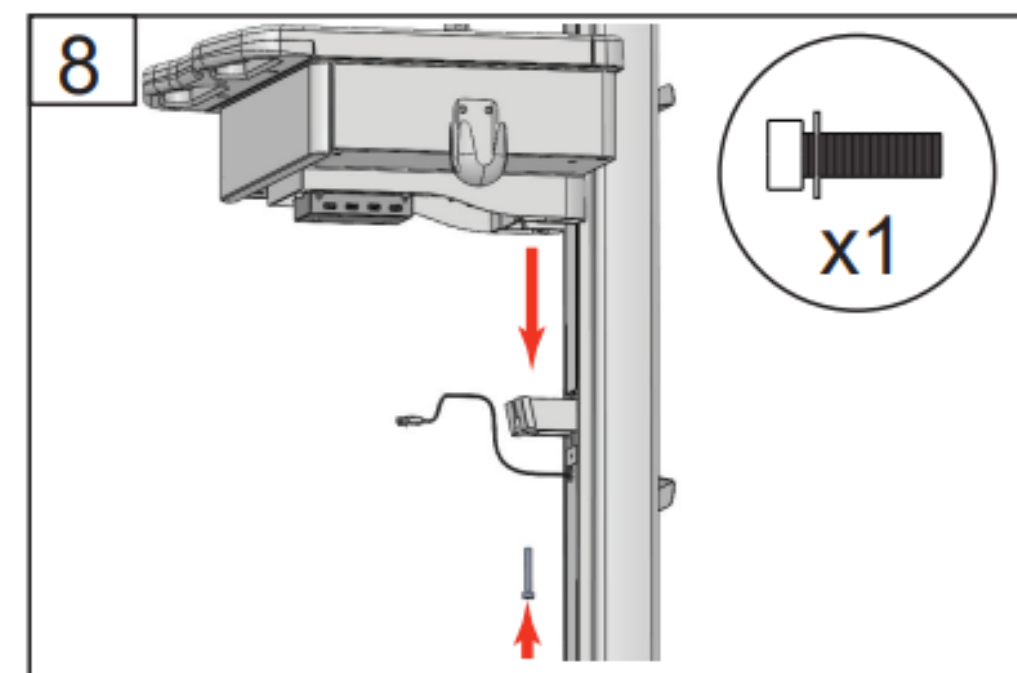
STEP 7. INSTALL POWER SUPPLY

Install the **POWER SUPPLY** by placing it on top of the battery. Plug in the **POWER SUPPLY** into the **BATTERY** and into the **POWER CABLE EXTENSION**. Secure the handle to the ladder tie on top of the battery



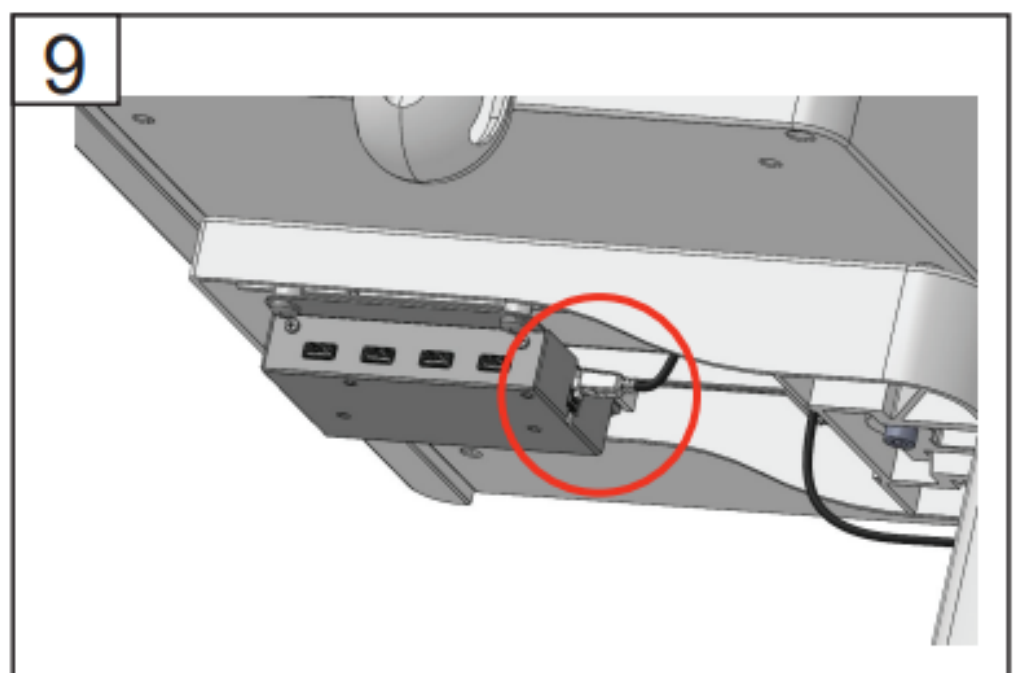
STEP 8. PUSH TRAY

Place **TRAY** onto the bracket and secure with **SOCKET HEAD SCREW**



STEP 9. PLUG IN CABLE

Plug in the cable to the USB hub

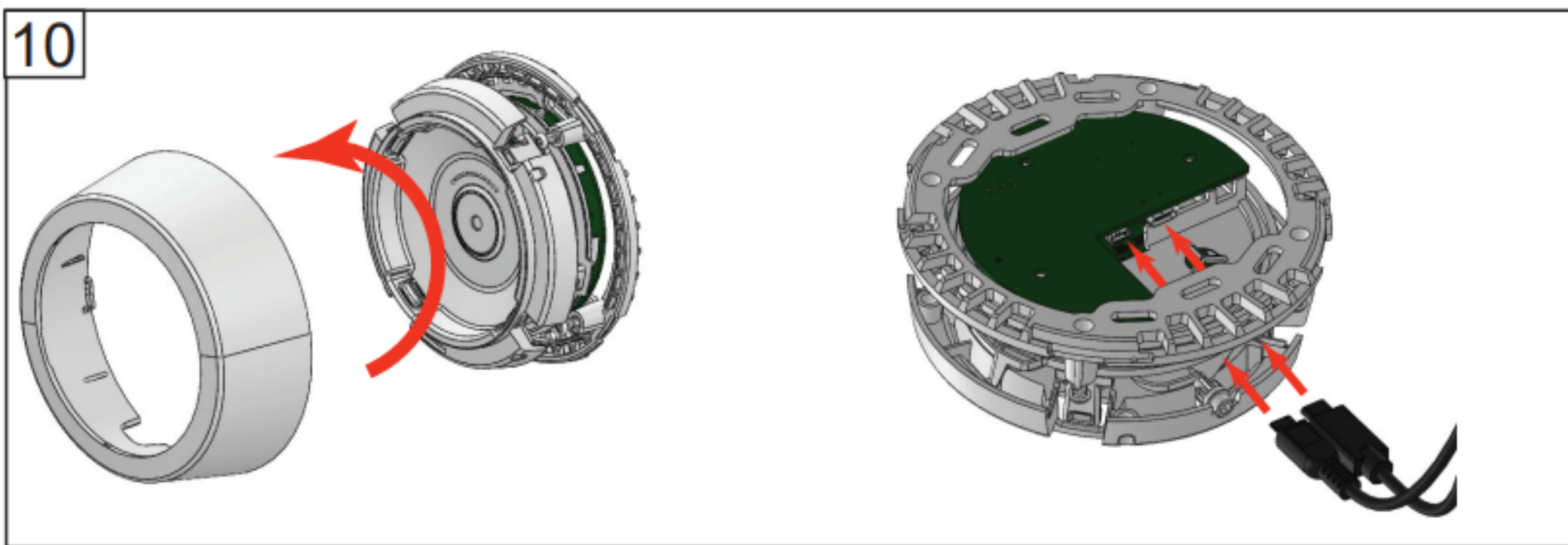


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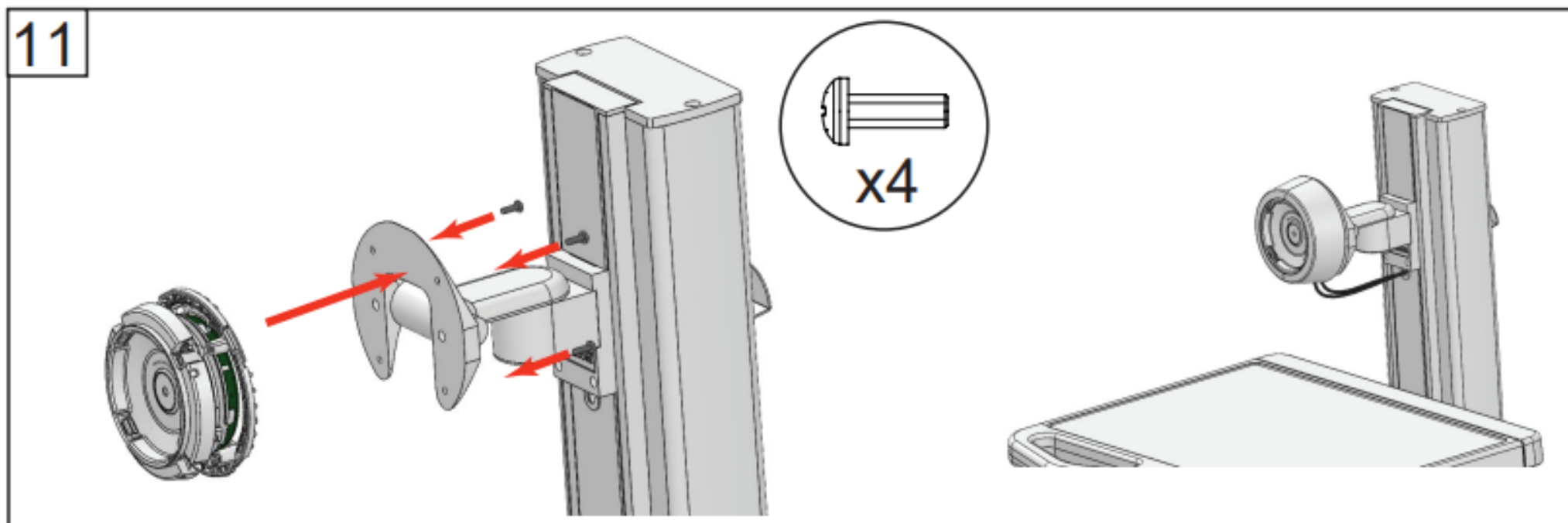
STEP 10. REMOVE COVER

Remove the cover to the **RAPIDDOC** and set aside for re-installation. Plug in the 2 cables coming from the **SPLINE** to the **RAPIDDOC**,



STEP 11. MOUNT

Mount the **RAPIDDOC** to the mounting plate using the supplied **PAN HEAD SCREWS**. Put cover back on and tighten to secure

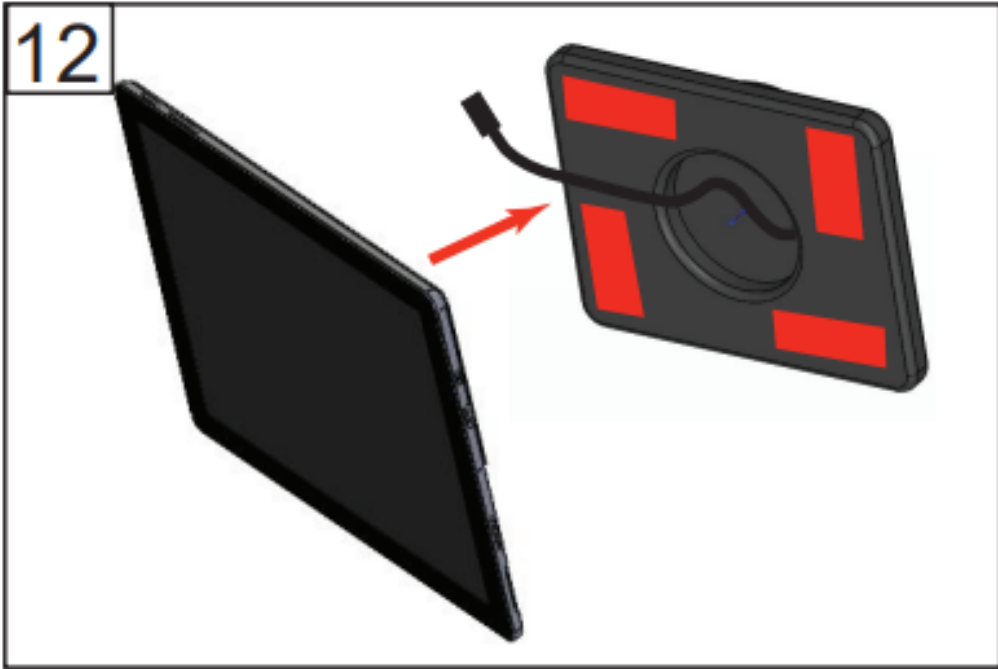


TEST MOVEMENT OF SLIDER POLE



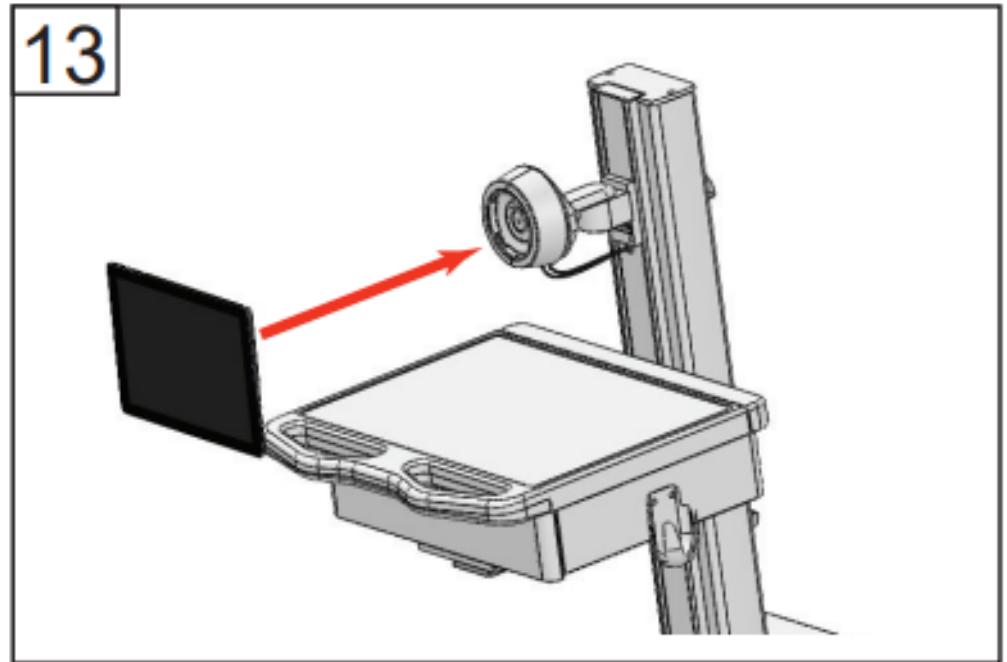
STEP 12. ATTACH TABLET

Attach the tablet (not included) to the **EZ BACK** by peeling the protective film off the VHB and firmly pressing the tablet to the **EZ BACK**. Plug in the power cable to the tablet.



STEP 13. LOCK

Lock the tablet to the **RAPIDDOC**



TEST WITH TABLET, MOUSE AND KEYBOARD. THEN TAKE PHOTO FOR FORM AND TEAMS UPLOAD BEFORE LEAVING.



FRONT



SIDE



BACK

MAKE SURE AREA AND DISPLAY ARE CLEAN AND BRIGHT (ALL PROTECTIVE PLASTIC REMOVED). CLEAN UP YOUR AREA AND DISPOSE OF ANY TRASH.

REMEMBER TO BE VERY CAREFUL NOT TO DAMAGE THE FIXTURE AND KEEP WORK AREA CLEAN. BE SURE TO WIPE DOWN ENTIRE DISPLAY TO BE FREE OF FINGERPRINTS AND SMUDGES.

