

Lopital Elexo PM Checklist

Elexo Serial Number _____

Date: _____

1. General condition of the chair

Required tools

- Touch- up pen Sikkens A77A2

Month	12	24	36	48	60	72	84	96	108	120
	C	C	C	C	A	C	C	C	C	A

- Visually check if the log, the instructioncart and the user manual are available. When it's not available, report this by the user. _____
- Visually check if all stickers are present and legible. Can you read the serial number yet? _____
- The CE Sticker should be present and clearly legible- This also applies to the sticker with inspection date. _____
- Visually check all painted parts for damage and corossion. Touch up if necessary _____
- Check PUR parts for severe discolouration (Brown in particular) and damage. _____
- Are all the screws present and securely fitted? Also that of the guide? _____
- Check whether the bolts of the actuator are securely fitted, both at the top and at the bottom. (See figure 1 and 2) _____

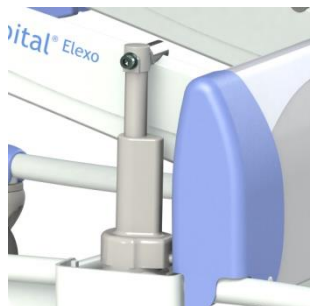


Figure 1 Screw actuator

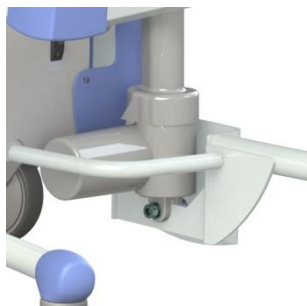


Figure 2 Screw actuator

- Motor cover still present and not torn? **Y**____ **N**____
- Check whether all the retaining rings are present (8 in total). If not present then it should be placed, otherwise rejected the chair. _____
- Does the chair move up and down smoothly? **Y**____ **N**____



Figure 3 Retaining rings

For reasons of hygiene, it is strongly recommended to replace the seat, lid and back once every 5 years.

Present:

- Foot supports (not a failure item) **Y**____ **N**____
- Lid of seat (not a failure item) **Y**____ **N**____
- Charger **Y**____ **N**____

Required tools

- Battery tester
- Contactspray

2. Batteries

Month	12	24	36	48	60	72	84	96	108	120
	C	C	A	C	C	A	C	C	A	C

- A battery can be checked only when it is charged! Measure batteries individually.
- Replace if $\leq 4,5\text{Ah}$ ($\leq 65\%$)
- Always replace both batteries.
- Write the replacement date on the battery (waterproof pen) and put a new sticker on the rear of the motor cover.

It is strongly recommended to replace the battery once every 3 years.

Battery Check Complete _____
Battery Replaced? Y _____ **N** _____
Sticker Updated _____

Method:

Put the chair in a high position and detach the plug from the manual controls.

1. Remove pressure nails at the front (2x).

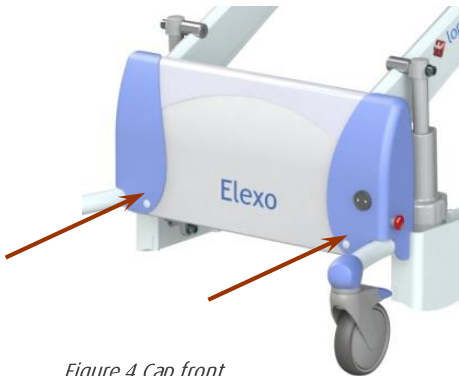


Figure 4 Cap front

2. Unscrew screws at the back (2x) and detach end covers.

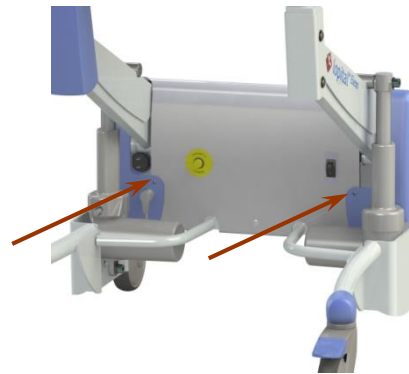


Figure 5 Cap Back

Please note: the charger connector is attached to the cover.

3. The front part of the battery cover can now be tilted up.



Figure 6 Battery cap

4. Replace batteries. Write the replacement date on the battery. Connect all the cables; the red positive pole should be connected last. Refit cap and secure. Test chair.

3. Battery charger

Month	12	24	36	48	60	72	84	96	108	120
	C	C	C	C	C	C	C	C	C	C

Required tools

- NEN 3140 Test equipment

- The charger must be tested each year in accordance with NEN 3140 and provided with an identification sticker and NEN 3140 sticker.
- Check charger for any damage (plug + cable + contact); if the cable is damaged, replace the whole charger.
- Check the charging voltage; it should be at least the value as indicated on the charger, and be more than 27 Volt.
- Check whether there is too much corrosion on the connectors; also check the charger connector on the chair.



Figure 7 Charger

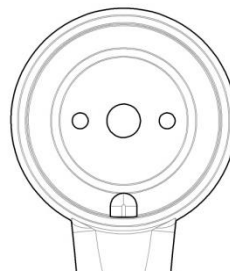


Figure 8 Charge plug

Charger Test Completed _____
Charger Replaced? Y__N__

4. Operation and Lock button

Month	12	24	36	48	60	72	84	96	108	120
	C	C	C	C	C	C	C	C	C	C

Required tools

-

- Check manual controls and cable for any damage.
- Check whether all the buttons function properly.
- Check all functions. Also pay attention to any noise (rattling /squeaking) and any jolting/faltering.
 - Fully up/down (controls switching off at maximum position).
- The chair should go into "sleep mode" when the charger is connected.
- Check emergency lowering button.
 - Press button (without pressing manual controls)
 - Press "up" and "emergency lowering" button at the same time; the chair now SHOULD lower.



Figure 9 Emergency stop



Figure 10 Emergency Lowering



Figure 11 Manual control

Function Check :
Pass _____
Fail _____

Emergency Lowering Test

Method:

- Put the chair on the brake.
- Block the downward movement of the chair by putting something (e.g. a beam) between the floor and the chair support / scissor mechanism, and check whether the chair switches itself off (you should hear a "click").
- Ensure that the downward movement stops.
- Check the left and right section of the scissor mechanism separately.

Test Complete:

Pass _____

Fail _____

5. Wheels

Month	12	24	36	48	60	72	84	96	108	120
	C	C	C	C	C	C	C	C	C	C

Required tools

- Allen key 8mm

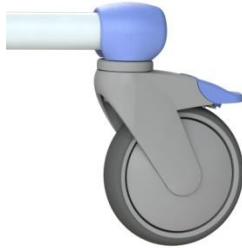


Figure 12 Wheel



Figure 13 wheel exploded

- Check the attachment of the wheel (Tolerance)
- Check freewheel function + brakes.
- Do all four the wheels touch the floor on a flat surface? If not, check the chair right course.
- Brake lip intact?
- Check the tread.

Replace the wheels if they are damaged or worn.

CURRENT (Figure 14-15) Wheel Check Complete _____

Wheels replaced Y _____ N _____

Older wheels, before July 2014

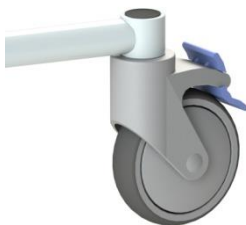


Figure 14 Wheel

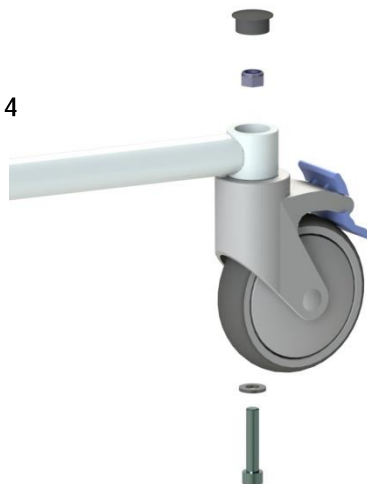


Figure 15 Wheel exploded view

Required tools

- Boxspanner 17 mm
- Allen key 8 mm

- Check the attachment of the wheel (Tolerance)
- Check freewheel function + brakes.
- Do all four the wheels touch the floor on a flat surface? If not, check the chair right course.
- Brake lip intact?
- Check the tread.

Replace the wheels if they are damaged or worn.

Pre-July 2014 Wheel Check

Complete_____

Wheels Replaced_____

Chairs that are made before July 2014 are equipped with steel wheel clots. For those clots we have a cover to protect against damage.

Place the cover on the steel wheel clots, is it is not done already.

- Remove the decorative plug
- Is there corrosion on the wheel clots?
- Remove loose corrosion with a wirebrush.
- Treat the wheel clots with rust converter Noverox.
- Paint the wheel clots.
- Let the paint dry.
- Place the cover over the wheel clots.

Required tools

- Plastic hammer
- Rust converter Noverox

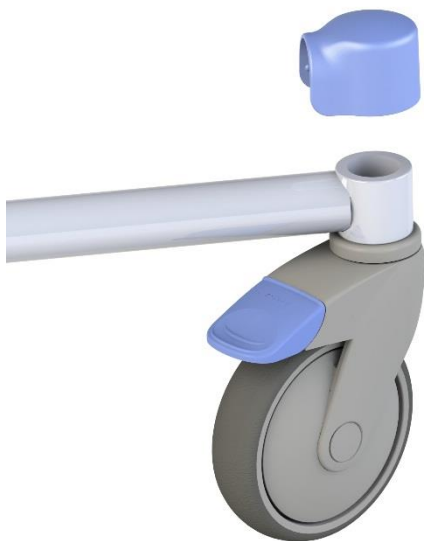


Figure 16 Cover

Pre July 2014 Clot Check/Service

Complete_____

6. Arm rests (front closure)

Month	12	24	36	48	60	72	84	96	108	120
	C	V	C	V	C	V	C	V	C	V

Required tools

- Allen key 6mm

- Inspect its functioning, and check for any damage, corrosion.
- Check its room for motion, measured at the front point (replace if it is more than 4 cm.) (See figure 17).
- Always treat corrosion.
- Are the arm supports evenly positioned?
- Slide PUR back if necessary.
- The stainless-steel (A2) bolts should always be replaced by M8x12 DIN912 Zincflake.
- Fastly secure bolts. (See figure 18)



Figure 17 Armrest

Replace bolts once every 2 years.

Look for an exploded view on www.lopital.nl

Armrest Check Complete _____

Arms replaced? Y _____ **N** _____

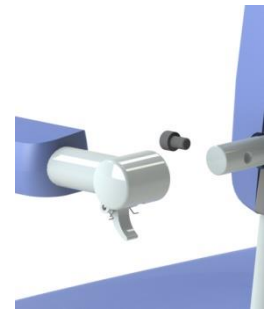


Figure 18 Bolt

7. Foot support

Month	12	24	36	48	60	72	84	96	108	120
	C	C	C	C	C	C	C	C	C	C

Required tools

- Allan kev 4mm

- Check for any damage.
- Fold up foot plates (should be stiff and stay upright). (They should remain in the folded position, without falling back automatically)
- Are the foot plates evenly fitted and slanting upwards a little towards the middle?
- Check M5x10 (bottom of plate), and replace stainless-steel bolts with ELVZ 8.8 bolts. (See figure 19)
- Check if the footrest clamps are tight

Footplate Check Completed _____

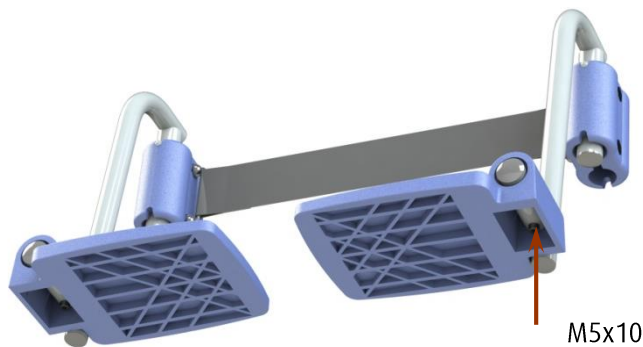


Figure 19 Foot rest

Date/Time PM Completed _____

Elexo Serial Number _____

A2 Bolt replacement Due Date _____

Tech Signature _____