

# BalanceTutor™

## On Site Installation

Feb 2016



*BalanceTutor a dynamic and static postural control trainer*

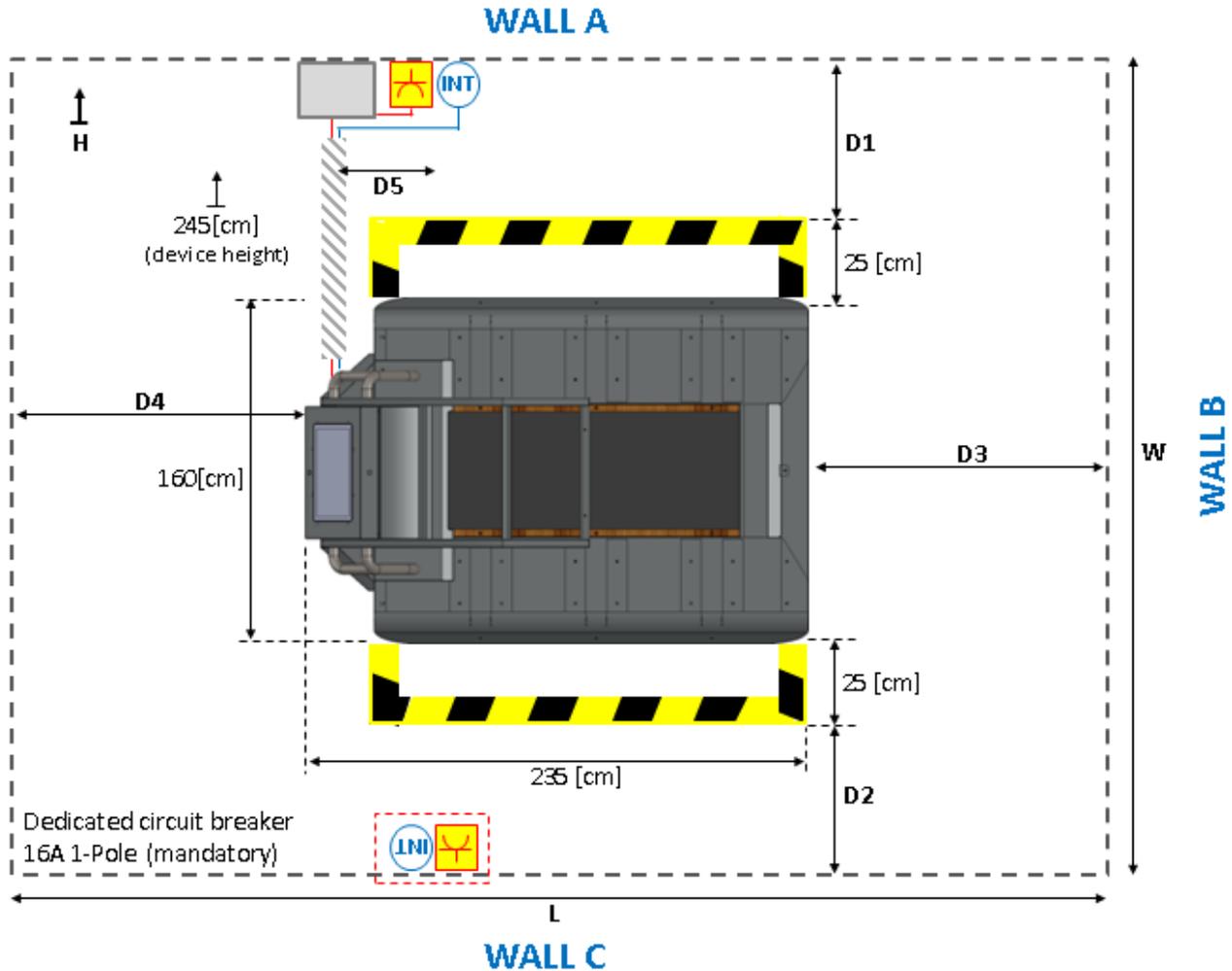


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## 1 Device installation area

Guidelines detailing the parameters for the installation area.



ITEM	DESCRIPTION
	Power inlet, dedicated power line with a 16A 230v circuit breaker (Mandatory)
	Network RJ45 inlet (Optional)
	Optional location for Power and Network inlets
	Floor cable cover
	Internet line (Optional)
	Power line
	Isolation transformer (acts as a ON/OFF device power)
	KEEP OUT zone sticker (on floor)

### 1.1 Prior Installation Preparation Form

Fill in and sent to: [info@meditouch.co.il](mailto:info@meditouch.co.il)

PARAMETER	MIN.	COMMENTS	MEASURE	
D1	40cm	Up to <u>10m cable</u> length from power and network outlet.  In case of camera capture system, consider appropriate distances.		[cm]
D2				[cm]
D3				[cm]
D4	150cm	Avoid impact with the entrance door		[cm]
D5		Device Power-In horizontal distance		[cm]
W	300cm			[cm]
L	400cm			[cm]
H	265cm			[cm]
Circuit Breaker	16A 1-Pole	Dedicated power line required		[A]
Outlets	Power outlet	Wall side of Power and Internet outlets		A / B / C

DESCRIPTION	OPTION (mark your option)
Wall type	Stone / Sheetrock / Wood / Mirror / Other _____
Floor type	Concrete / Parquet / Tile / PVC / Other _____
Ceiling type	Concrete / Aquatic / Sheetrock / Other _____

SITE DETAILS	
Organization name	
Full address	
Contact person	
Position	
Tel	( ) -
Mobile	( ) -

Confirmed by:

\_\_\_\_\_

Full Name

\_\_\_\_\_

Signature

## 2 Installation day

On this day the installation is conducted on the customer's site. Following items need to be ready or completed by that point of time.

### 2.1 Staff members

The following staff members will need to be available/attend during the installation stages:

PROCESS	HUMAN RESOURCE
Device installation	Distributor's qualified technician or MediTouch technician and 2-3 assistants
Remote control	Institution's system administrator
Technical training	Distributor's qualified technician, Hospital's clinical staff
Clinical training	Distributor's or MediTouch clinician, Hospital's clinical staff

Note: The distributor needs to take in to account that a qualified technician must attend during the installation in order to learn all aspects of installation, maintenance, troubleshooting and service procedures for future maintenance.

### 2.2 Onsite product arrival

The BalanceTutor arrives safely to the customer's site in a wooden crate.



Please see the following in regarding this stage:

1. Confirm BT wooden crate has arrived to the entrance of the hospital site and is ready for to be disassembled.
2. The location of the BT wooden crate should be kept in a safe location and away from people.
3. There are comfortable ways to the elevator and all the way to the installation area.

## 2.3 Component transfer to department

Duration: Appx. 1 hour

The BalanceTutor disassembled and transferred to the predefined installation area.



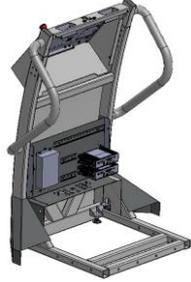
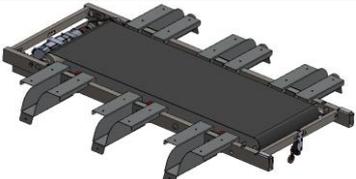
### 2.3.1 Preparation and requirements

Please see the following regarding this stage:

1. All items included in the wooden crate are listed in a Packing List.  
MediTouch document number: DO-15-01-10
2. A standard pallet jack must be available.
3. 2-3 workers will help to deliver all product components to the installation site.
4. Throughout the disassembly process of the wooden crate and the transfer of components to the installation area, the attendance of a security officer from the hospital is highly recommended, in order to avoid any harm caused to people or the facility, and for guidance directly to the installation area.
5. An available elevator with a minimal size is required:  
Door width – 90cm, Door height – 210cm, Elevator length – 180cm
6. After the wooden crate is disassembled and emptied from BT components, it's required to be delivered to a recycle area or safely placed in a waste zone.

### 2.3.2 Heavy components

Following list of components that require special logistic attention due to physical dimensions:

ITEM NAME	DIMENSION	WEIGHT	IMAGE
Bridge base	Height – 136cm Width – 110cm Depth – 81cm	90Kg	
Frame base	Length – 190cm Width – 110cm Height – 10cm	50Kg	
Frame upper	Length – 198cm Width – 158cm Height – 18cm	80Kg	

## 2.4 Installation process

Duration: 5-7 hours

The BalanceTutor fully assembled from piecewise to fully operational product.



### 2.4.1 Installation

Installation process covers the following topics:

1. Device installation.
2. Isolation transformer installation.
3. Network printer connection. A system administrator of the hospital required to attend.
4. Remote access to the device from out LAN connection. A system administrator of the hospital required to attend.
5. Define a keep-out-zoon / secure-zone to avoid impact of the moving parts to a subject.
6. We recommend that an electrical engineer from the hospital (medical engineering department) will arrive after installation completed, and perform electrical testes to comply hospital's electrical acceptance procedures standard.

### 2.4.2 Safety

Throughout all the installation period the assembly dedicated area and its near surroundings are very unsafe due to of many sharp metal elements and non-assembled components. Presence of unauthorized personal or patients is forbidden.

The following safety principles must be preserved:

1. A defined area for assembly must be set before a MediTouch authorized technician starts to assemble.
2. An interruption during assembly will be redundant and might harm the safety of the process.

### 3 Training

The BalanceTutor training process is divided to technical and clinical stages.



#### 3.1 Technical training

Duration: 2-4 hours

The following topics are covered and conducted by a MediTouch authorized technician on-site:

#	ITEM	DETAILS
1	System components	Familiarizing with all system components.
2	Patient safety	harness wearing and adjustment, correct operation and use, safety procedures, etc.
3	Users safety and precautions	Moving parts, keep out zones during operation, etc.
4	Remote control procedure	Software updates, training, inspection, maintenance, etc.
5	Functional operation	Features, users, treatment modes, settings, etc.
6	IMU sensors	charging, usage, connectivity and indications, troubleshooting's, etc.
7	Perturbation principle	Intensity, directions, safety, etc.
8	After training procedure	
9	End of training day procedure	System shutdown, system clean up, touch screen clean up, obstacles, etc.
10	Product maintenance	Treadmill lubrication, treadmill tension adjustment, etc.

### 3.2 Clinical training

Duration: 4-6 hours

The following topics are covered and conducted by a MediTouch authorized clinician or therapist via an online connection:

#	ITEM	DETAILS
1	Safety principals and procedures	Patient safety in evaluation and treatment mode.
2	Clinical aspects:	Scientific background behind rehabilitation based perturbation concept.
3	Treatment protocols	Creating of predefined treatment protocols and treatment sessions.
4	Clinical indications	Neurological, Orthopedic, Vestibular, Elderly and Sport rehabilitation.
5	Clinical contraindications	Medical conditions that the system is not recommended for use.
6	System operation	Operation of clinical applications, evaluation and treatment.
7	Documentations	Reports of evaluation and treatment.