

mackworth

# CPP Portable Lift



## Commissioning Manual

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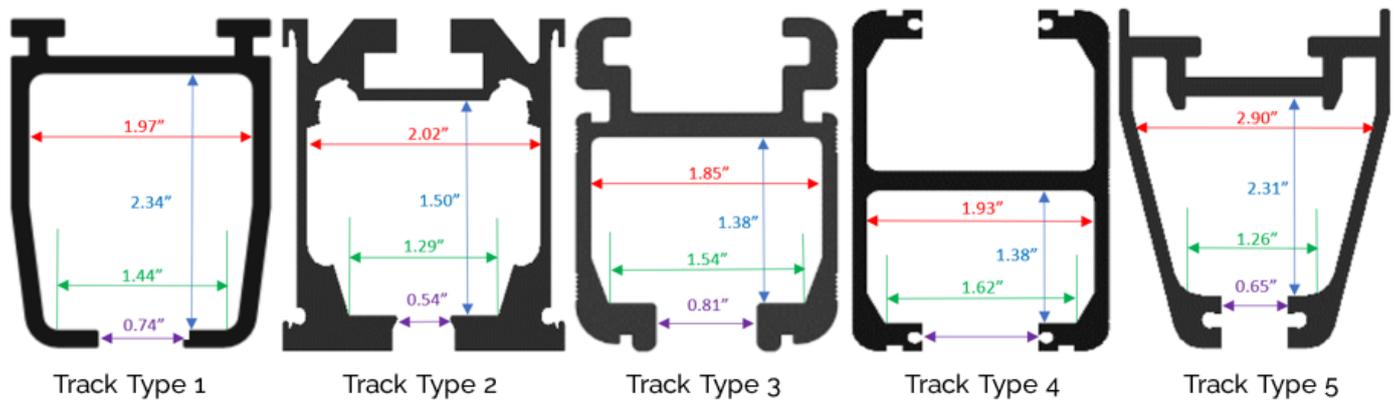
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## 1 Introduction

This manual explains how to commission the Mackworth CPP portable lift. This document includes instructions for installing the portable lift into a pre-installed ceiling track system, as well as for removing and decommissioning it at the end of its life cycle. The manual aims to guide you to ensure a successful installation for the end user.

The Mackworth CPP is available in different configurations depending on the track profile. The track profiles are shown below:

When installing the portable lift, one of the following track profiles should match.



To ensure the portable lift is compatible with the pre-installed track, match the track type listed above to the portable lift options in the table below.

Lift Type	Carry Bar Type	Track Type
CP440P – 108755	Black Carry Bar	Type 1
CP440P – 108772	White Carry Bar	Type 1
CP440P – 108756	Black Carry Bar	Type 2
CP440P – 108773	White Carry Bar	Type 2
CP440P – 108757	Black Carry Bar	Type 3
CP440P – 108774	White Carry Bar	Type 3
CP440P – 108758	Black Carry Bar	Type 4
CP440P – 108775	White Carry Bar	Type 4
CP440P – 108759	Black Carry Bar	Type 5
CP440P – 108776	White Carry Bar	Type 5
CP440P FSG – 108760	Black Carry Bar	FSG
CP440P FSG - 108777	White Carry Bar	FSG

## 2 Safety Precautions

Read and understand this manual in its entirety before commissioning the Mackworth CPP Portable Lift.

- Only Mackworth authorised personnel are eligible to perform a portable lift commission and decommission.
- The Portable lift must not be in use by the user during any form of servicing.
- The Portable lift must be turned OFF during any commissioning or decommissioning of the portable lift.
- Always ensure suitable clearance to remove the portable lift from the ceiling track.
- Ensure that all the procedures are followed correctly as instructed in this manual.
- All listed tools and equipment stated in this manual must be used to commission the portable lift safely.
- Ensure you have assessed all risks for your environment and any persons within that environment before commencing work.
- Ensure you have all PPE available to carry out the work before commencing.
- The portable lift is only suitable for installs within the professional and home healthcare environment.
- When working with ceiling track systems, ladders must be used to gain access. Ensure to follow safety guidelines while using ladders and working at height.

## 3 Tools and Equipment List

When carrying out work on the Mackworth CPP Portable lift, you will require the following:

Tools Required	
Allen Keys - 1.5, 2, 2.5, 3, 4, 5mm No. 2 Pozzi Drive Screwdriver 2mm Slotted Screwdriver 5.5mm Slotted Screwdriver Spanners - 8mm	External Circlip Pliers 3-10mm Long Nose Pliers Side Snips Second Cut Hand File
Equipment and Lubricants Required	
Step Ladder Multi-Meter Battery Tester Test Weights -Up to 1.5 x SWL Documentation (User, Service, Spare Parts, Commissioning Manual, Service Check List, Troubleshooting Guides)	Cable Ties – 100x2.5mm Morris Multi-Purpose Grease – k42EP Loctite 243 Cloth Marker Pen Tape Measure Digital Vernier

## 4 Ceiling Track Access

This section will guide you on how to install and remove the safety components found within the track system. This includes the end stops, safety bolt and end caps. A pre-installed track system should already include these components. A track system should never be left without the safety components.

If the track system does not have the safety components installed, you will need to modify the track by drilling a through hole using the available drill template.

Position the template side face against the edge of the track and flush against the inside bottom face of the track; this will align the hole position. See the images below for reference.

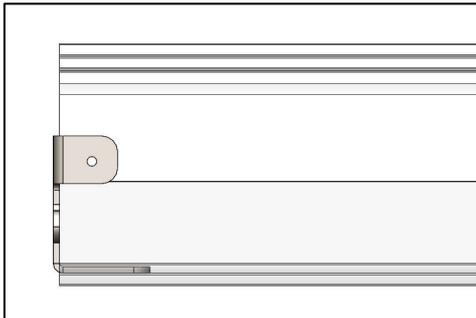


Figure 4-1

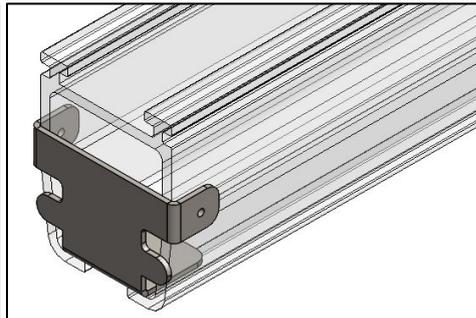


Figure 4-2

Use the template to drill a pilot hole. Then, remove the template and drill a 6.5mm hole through the track.

After drilling the hole, install the end stop first. Slide the end stop into the track with the bumper facing inward. Secure the end stop by clamping it within the track. This is done using a 5mm Allen key on the two bolts. The end stop should be secured close to the end of the track, but leaving enough space for the safety bolt behind.

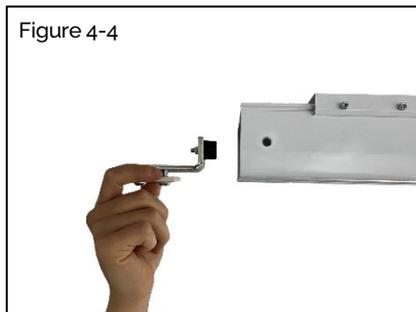


Figure 4-4

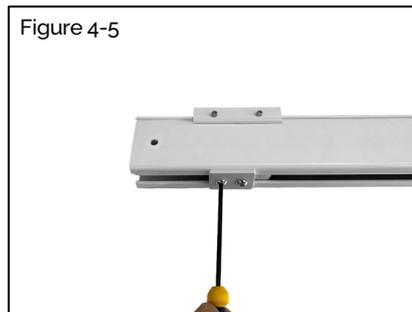


Figure 4-5

Once the end stop is secured, the safety bolt and end cap can be fitted. Place the end cap into the track as shown, then insert the safety bolt through the track and end cap. The safety bolt can be secured with a nut on the rear side using 13mm spanners. Finally, place the caps on the nut and bolt for a tidy finish. For any other track modifications. Please refer to the installation manual.



Figure 4-6



Figure 4-7

### Old-Style End Cap

Place the rubber bumper inside the track, aligning it with the drilled hole and place the bolt through the track and bumper and secure it at the other end with the nut. This is done using two 13mm combination spanners. The end cap is push-fitted into the track profile, as shown below.

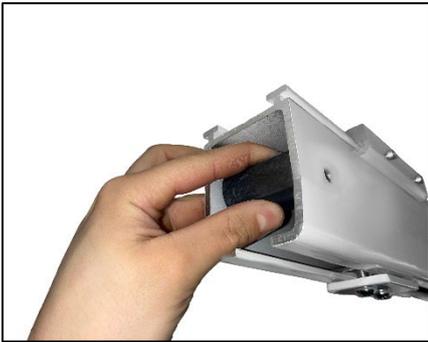


Figure 4-8



Figure 4-9



Figure 4-10

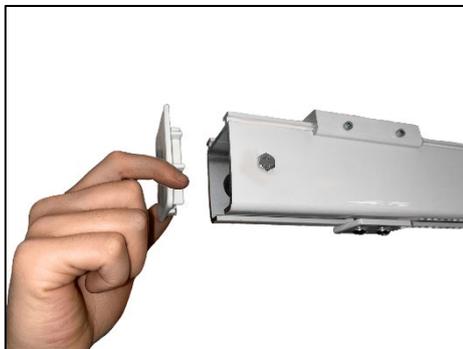


Figure 4-11



Figure 4-12

## 5 Installing the Trolley

Each variant of the portable lift trolley is installed into the track in the same manner.

To install the portable lift correctly, follow the guidelines below:

1. Remove the safety components found in the track system for access. (Refer to section 4)
2. Raise the trolley to the ceiling track entrance (See figure 5.1.)
3. Place the trolley wheels into the track profile.
4. Slide the trolley to the centre of the track system. (5.2)
5. Close the track system by fitting the safety components at either end. (Refer to section 4)



Figure 5-1

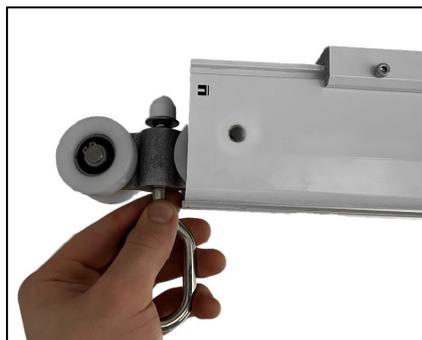


Figure 5-2

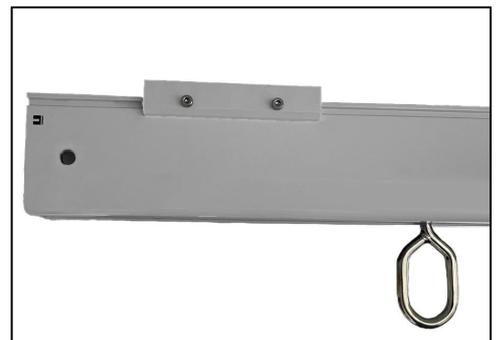


Figure 5-3

## 5.1 Installing the Transpoint trolley

1. Remove the safety components found in the track system for access. (Refer to section 4)
2. Raise the trolley to the ceiling track entrance (See figure 5.1.1)
3. Place the trolley wheels into the track profile.
4. Slide the trolley to the centre of the track system. (5.1.2)
5. Close the track system by fitting the safety components at either end. (Refer to section 4)
6. Store the Transpoint strap in a safe location.

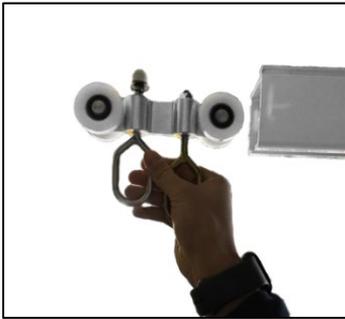


Figure 5-1-1



Figure 5-1-2

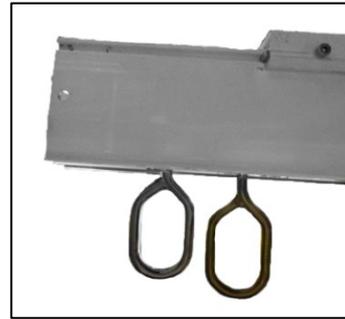


Figure 5-1-3

## 6 Installing the Portable Lift

Follow the guidelines stated below on the correct method for installing the portable lift onto the trolley.

1. Complete all the relevant steps in section 5.
2. Place the portable lift on a secure and soft surface, such as a bed or chair.
3. Using the handset or membrane, extend the lift tape to allow enough slack to attach the QRS hook to the trolley while the portable lift remains in position. (See figure 6.1)
4. Locate the QRS hook into the Reacher pole and tension the lift tape to open the QRS latch. (Figure 6.2)
5. Using the Reacher pole, raise the hook and secure it onto the trolley. (See figure 6.3)
6. Remove the Reacher pole and store it in a safe place.
7. Using the handset or membrane, raise the portable lift off the chair to a suitable suspended height.



Figure 6-1



Figure 6-2



Figure 6-3



Figure 6-4



Figure 6-5

## 7 Mounting the Charging Dock to the Wall

Follow the guidelines below to mount the charging dock to the wall.

1. The charging dock is found inside the handset case; this casing has two holes, which are used to mount the case to the wall.
2. To mount the case to the wall, determine a suitable location (close to a socket or other power source) and drill two 7mm holes into the wall to the profile of the case. (See figure 6.1)
3. Place the provided raw plugs into the holes and secure the case using the supplied screws and a Pozi screwdriver. (See figure 6.2)
4. Within the charging docks box, multiple adaptors are available; select the correct adaptor for your use and attach. (See figure 6.3)
5. Route the charging cable in a tidy fashion and plug it into the closest power source.
6. Turn on the power supply to make the charging dock operational.

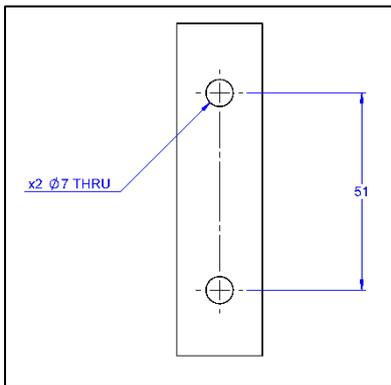


Figure 7-1



Figure 7-2



Figure 7-3

## 8 Connecting the Handset

Follow the guidance below to install the portable lift handset correctly.

1. Connect the plug located at the end of the handset to the portable lift connection located on the underside of the portable lift. Align the handset male connector to the portable lift female connector.
2. Once the two parts are aligned, push the handset connector upwards in the portable lift port until it is fully connected and secure in place by twisting the thread lock on the handset connector until it is completely closed.
3. Test the handset by operating each button to ensure that the command functions as intended.

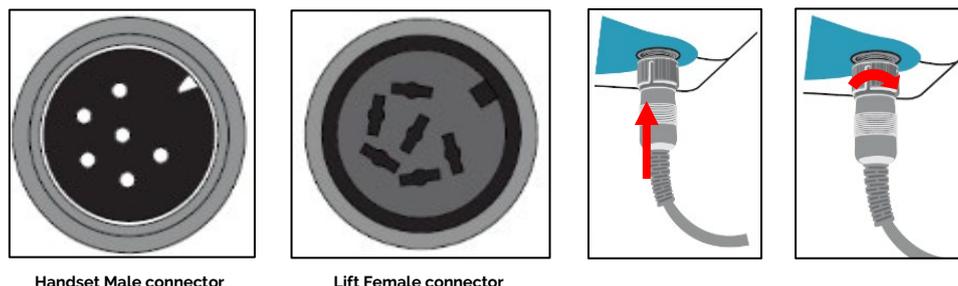


Figure 8-1

## 9 Attaching the Carry Bar

To attach the carry bar, follow the steps below to ensure proper installation.

1. Open the red retaining tab on the QRS by pushing it down. (See figure 10.1)
2. Hold the carry bar horizontally and insert the boss into the QRS hook. (See figure 10.2)
3. Pivot the carry bar down to its natural position and release the retaining tab to secure. (See figure 10.3)



Figure 9-1



Figure 9-2

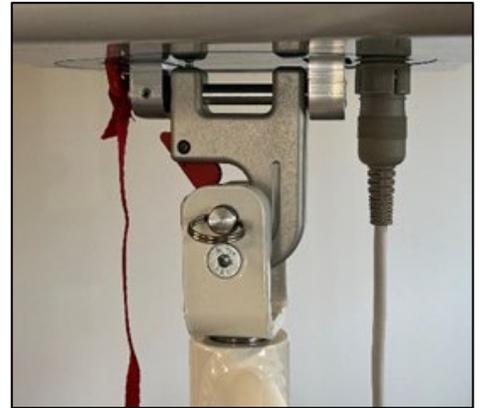


Figure 9-3

## 10 Accessories

The remaining parts provided include the User Manual and the box/packaging. These should be given to the customer for safekeeping. The box should also be kept with the User and stored in a safe place. The box will be required for decommissioning and transportation.

## 11 Final Function Checks

Once the portable lift is installed in the ceiling track system, perform functional testing to verify proper operation. Follow the guidelines below to complete the function test.

1. Turn the portable lift on. This is done by pressing the toggle switch red tab up into the “on” position. (See figure 12.1)
2. Operate each handset (and membrane) button to ensure that the portable lift is responding to the correct command.
3. Check that the portable lift can traverse correctly along the full length of the track system.
4. Place the handset into the charging dock to ensure that the portable lift is charging correctly.

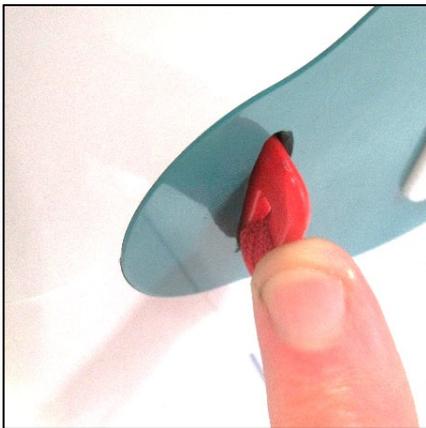


Figure 11-1



Figure 11-2



Figure 11-3

If the portable lift is not functioning as intended, refer to the troubleshooting guide for details on resolving the issue.

## 12 Additional Documentation

See the list of available documents you may or may not need to refer to for a successful commission. All documents will be available to view on the Mackworth website: <http://mackworthusa.com>.

- Spare Part Manual – 992086
- User Manual -999086
- Service Manual – 995086
- Troubleshooting Guides – 990086
- Ceiling Track Installation Manual – 996158

## 13 Decommissioning

Once the portable lift reaches the end of its life cycle, it will require decommissioning. This includes removing the track from the portable lift, dismantling it, and disposing of it. Follow the guidelines below for detailed instructions on how to decommission correctly.

Before removing the portable lift from the track, it is highly recommended that it be cleaned to reduce the risk of cross-contamination. For cleaning instructions, refer to the user manual.

### 13.1 Removal

To remove the portable lift from the track, follow the guidelines below:

1. Turn the portable lift "off" by pulling the e-lower cord down to the bottom switch.
2. Turn off the charger at the mains power source and unplug the charger.
3. Remove the charging dock from the wall mount.
4. Detach the carry bar from the portable lift.
5. Detach the handset from the portable lift.
6. Detach the portable lift from the trolley.
7. Remove the safety components from the track; this includes the end stop, safety bolt and end cap.
8. Slide the trolley out of the track.
9. Ensure to refit the safety components into the track to close the track system.

### 13.2 Dismantling

All serviceable components of the portable lift should be dismantled before disposal. Refer to the service manual for detailed instructions on dismantling the portable lift.

### 13.3 Disposal

The following outlines the importance of proper disposal procedures, including compliance with local laws and environmental considerations.

Please comply with local recycling laws and follow the disposal regulations for the community where the device is being used. If there is any uncertainty about the guidelines below, contact your local authorities to determine the proper method for disposing of potentially biohazardous parts and accessories.

The relevant components utilised in the manufacture of the device that can be recycled at the end of life are:

Fully Recyclable:	Considerations when Recycling:
Chassis	Batteries
Plastic Covers	Wiring looms – electronics
Metallic Internals – Hub, etc.	PCB
Initial packaging of the device (cardboard)	Hand Control
Metallic fixing – Screws, etc.	Motors
Plastic Mouldings	Lift Tape
Carry Bar metalwork	Charger

Ensure that this list is used as guidance and that the local laws in the given community overrule the suggested component disposal in the table above.

**Dealer/service contact details:**

**Contact details:**

Mackworth USA  
54 West Industrial Drive  
O'Fallon, MO 63366 USA  
314-889-1000  
www.mackworthusa.com

**Disclaimer**

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