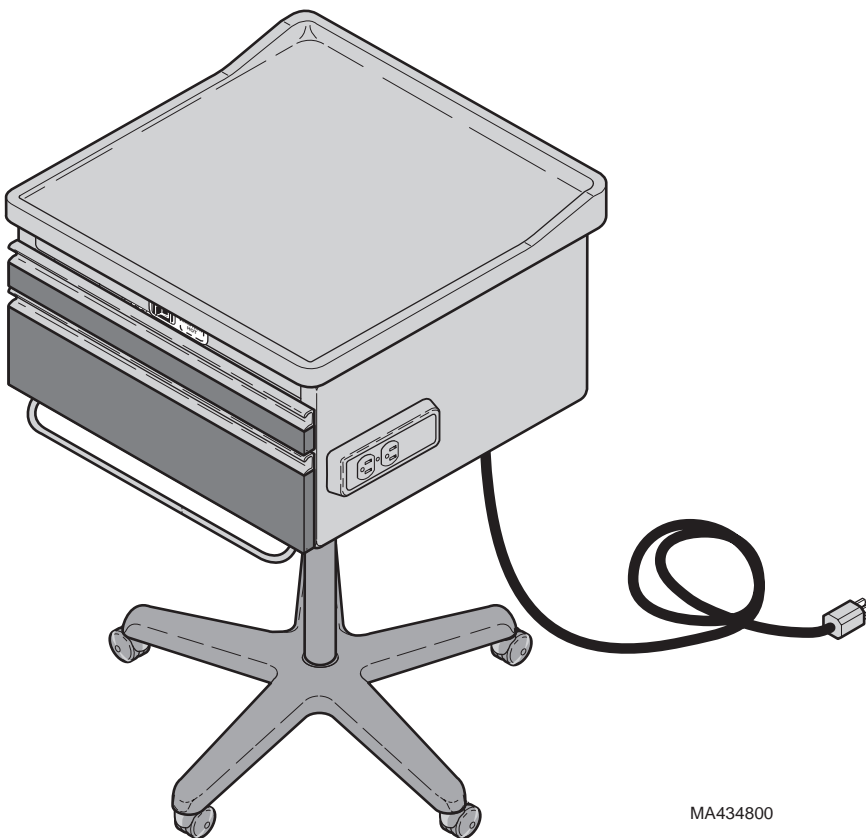


Ritter®

# Installation and Operation Manual

## 345 Procedures Cart



MA434800

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# Owner's Product Identification

(information that you will need to provide for servicing - key information is highlighted)

*Date of Purchase*

*Serial Number*

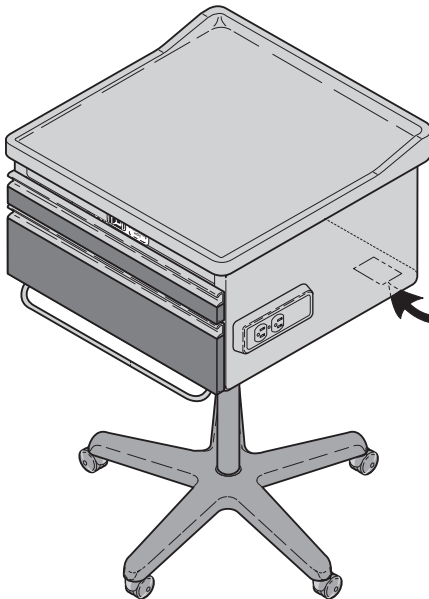
Name of Owner / Facility / Department

*Model Number*

Name of Authorized Ritter Dealer

Telephone # of Authorized Ritter Dealer

Address of Authorized Ritter Dealer



**MODEL AND SERIAL  
NUMBER LOCATION**

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## IMPORTANT INFORMATION

### Scope and Purpose of This Manual

This manual covers complete instructions for the installation, operation, and normal care of the 345 Medical Procedures Cart. It is intended that this manual be used by any medical personnel responsible for operating the Procedures Cart during a medical procedure or performing operator level maintenance.

### Intended Use of Product

This product is intended for use in examination / procedures environments to accomplish general medical examinations and / or procedures.

### Safety Instructions

The primary concern of Midmark is that this equipment is operated and maintained with the safety of the patient and staff in mind. To assure safer and more reliable operation:

- Read and understand this manual before attempting to install or operate the cart.
- Assure that appropriate personnel are informed on the contents of this manual; this is the responsibility of the purchaser.
- Assure that this manual is located near the cart, or if possible, permanently affixed to the cart.

### Explanation of Safety Symbols and Notes



#### **WARNING**

Indicates an imminently hazardous situation which, if not avoided, will result in death or serious injury. The **DANGER** symbol is limited to the most extreme situations.



#### **WARNING**

Indicates a potentially hazardous situation which, if not avoided, could result in death or serious injury.



#### **CAUTION**

Indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injury. It may also be used to alert against unsafe practices.



**EQUIPMENT ALERT**

Indicates an imminently or potentially hazardous situation which, if not avoided, will or may result in serious, moderate, or minor equipment damage.

**NOTE**

Amplifies an operating procedure, practice, or condition.

**Transportation and Storage Conditions**

- Ambient Temperature Range:..... -30°C to +60°C (-22°F to 140°F)
- Relative Humidity ..... 10% to 90% (non-condensing)
- Atmospheric Pressure ..... 500hPa to 1060 hPa (0.5 bar to 1.06 bars)

**INSTALLATION**

**Unpacking**



**EQUIPMENT ALERT**

To avoid damaging the top or drawer fronts, do not use a knife or other sharp object to open the cart's packaging.

The Model 345 Procedures Cart is shipped in three pieces in one carton, the cabinet, column and caster base assembly along with the mounting hardware.

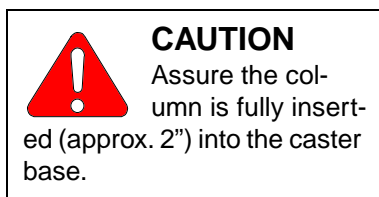


**WARNING**

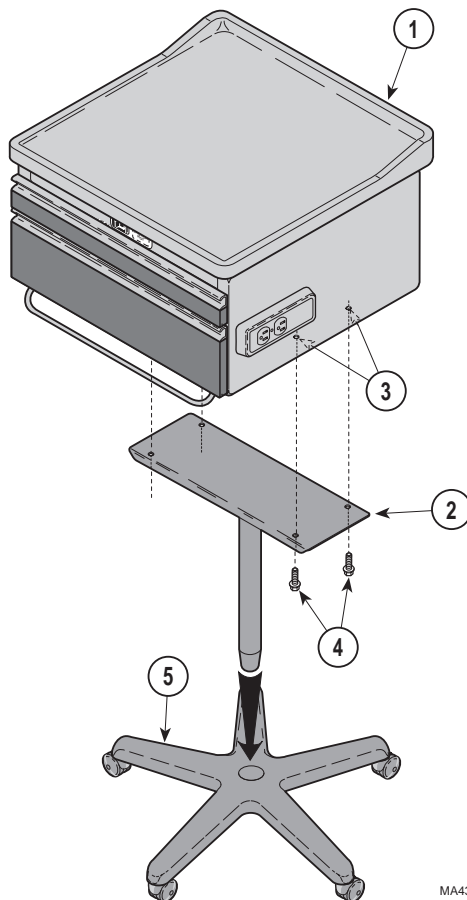
**The cart weighs approximately 75 lbs (34 kgs). Have an assistant help remove the cart from the packaging and assemble the unit. Also, use proper lifting techniques when lifting table. Failure to do so could result in serious back injury.**

Carefully remove the cabinet, column, caster base and hardware from the packaging and inspect for any shipping damage. Report any damage to the shipping company and fill out a concealed damage report.

1. Position the cabinet assembly (1) on its top.
2. Place the column assembly (2) in position on the cabinet assembly (1) aligning the mounting holes (3).
3. Insert the four mounting bolts (4) and tighten to a torque of 75 to 85 inch / lbs.

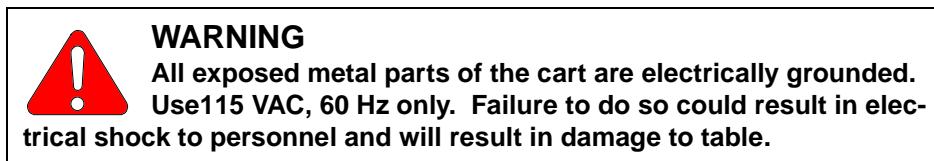


4. Place the column and cabinet assembly in an upright position and fully insert (approx. 2") the column into the caster base assembly (5)



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## Electrical Requirements



The electrical rating for the Model 345 Procedures Cart with an optional drawer heater is 115 VAC, 60 Hz, 6.5 amps. The cart must be connected to a branch circuit in accordance with local and national electric codes. To prevent possible shock, the table's receptacle ground continuity should be periodically tested.

# **DESCRIPTION**

## **Introduction**

The 345 Medical Procedures Cart is primarily used in examination rooms for general examinations and minor procedures. There are two storage drawers which accommodate supplies used during examinations.

## **Features**

The Model 345 Procedures Cart has . . .

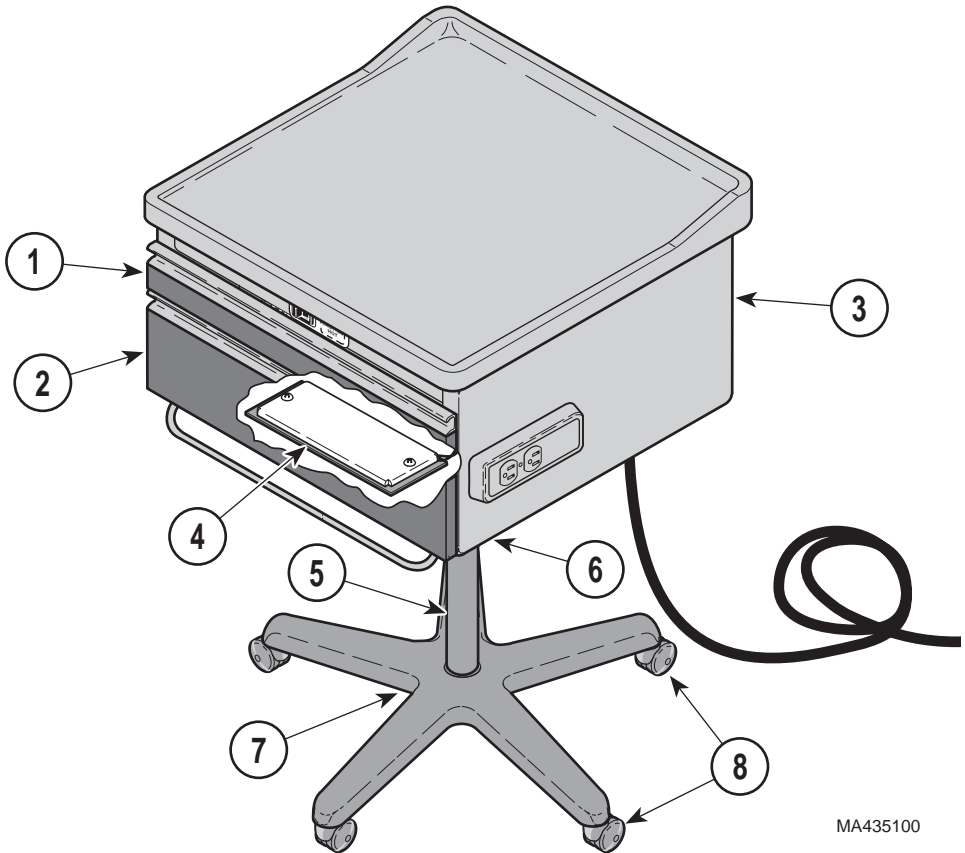
- an optional 50 watt heater which warms the contents of the bottom drawer.
- two storage drawers on steel ball bearing glides.
- styled drawer fronts which have molded hand pulls.
- vacuum-formed, inner drawer, divided inserts.
- an optional duplex, hospital grade, 115 VAC receptacle located on right side of cart.
- an optional 8 ft. power cord with hospital grade grounding type plug.
- an optional gas lift assembly for raising and lowering the height of the cart. (No electrical devices are available with the gas lift models).

**Installation**

**Description**

## **COMPONENTS OVERVIEW**

The illustration below shows the location of the Procedure Cart's major components and the chart below provides their descriptive name.



MA435100

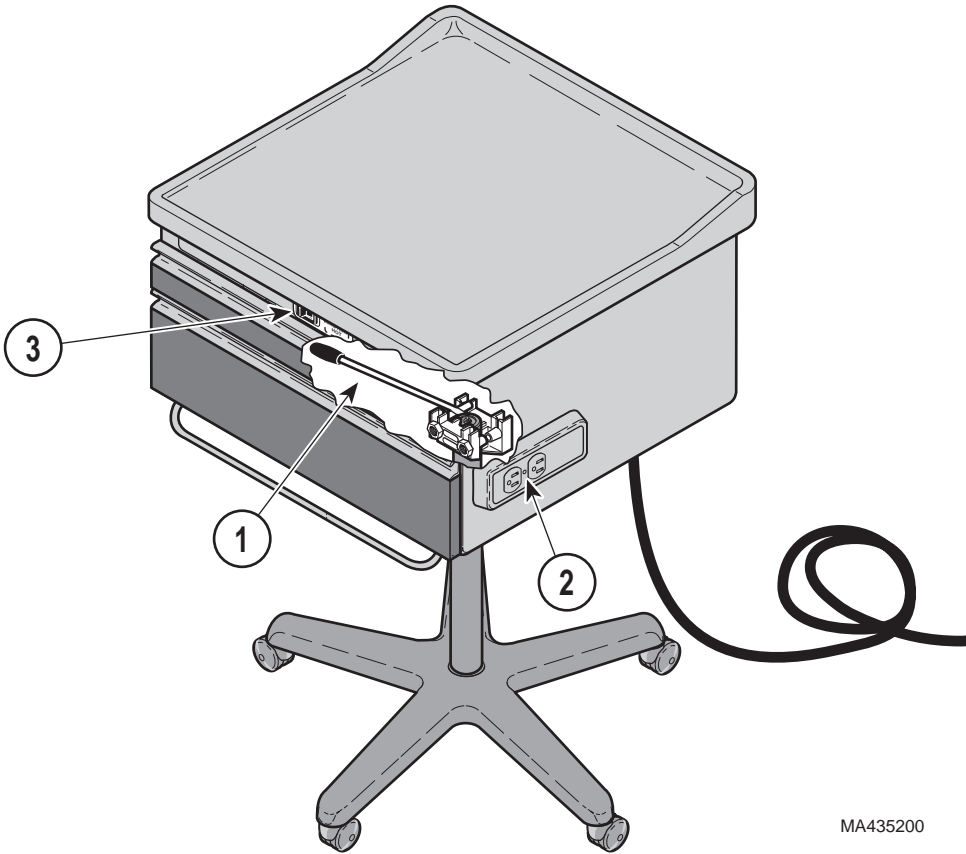
### **DESCRIPTION OF COMPONENTS**

1. Drawer Assembly, Top	5. Column Assembly
2. Drawer Assembly, Bottom	6. Gas Lift Assembly (only on Model 345-003)
3. Cabinet Assembly	7. Caster Base
4. Drawer Heater (only on Model 345-002)	8. Casters



# CONTROLS & INDICATORS

The illustration below shows the location of the Procedure Cart's controls and indicators and the chart below describes their function.



MA435200

Ref.	Control	Function
1	release handle (only on Model 345-003)	used to operate the gas cylinder to raise or lower the cabinet assembly
2	receptacle(s) (only on Model 345-002)	provide power to accessories and / or instruments used during an examination.
3	heater on / off switch (only on Model 345-002)	turns the drawer warmer heater on or off. The switch illuminates to indicate that the heater is operating.

Components Overview

Controls & Indicators

## OPERATION



### **WARNING**

Do not use the Model 345-002 Procedures Cart in an explosive or oxygen-rich atmosphere. To do so could result in an explosion or fire.

## **Gas Cylinder (Model 345-003 only)**

The cabinet assembly table surface on the cart can be raised and lowered between 26 1/2" (67.3 cm) to 32 1/2" (82.6 cm). To raise the cabinet simply lift upward on the release handle. To lower the cabinet section, while lifting the release handle, push the cabinet section down to the desired position.



### **EQUIPMENT ALERT**

Do not use the release handle to transport or move the cart. Failure to comply may cause damage to the gas cylinder or lift assembly.

## **Drawer Heater (Model 345-002 only)**



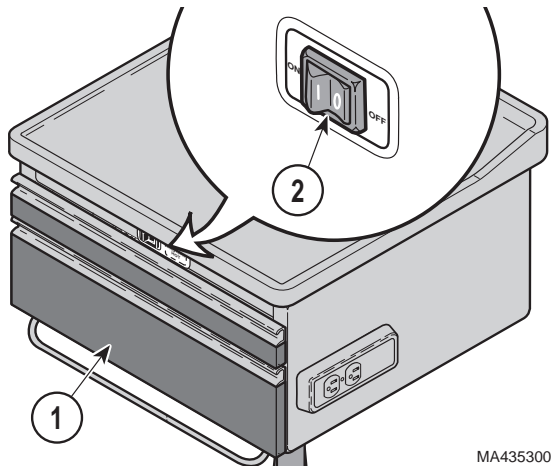
### **CAUTION**

The drawer heater may be accessed by removing the bottom drawer; it is hot and could result in minor burns to hands. Also, the bottom metal surface of the drawer may be hot and could result in minor burns to your hand.

The drawer heater preheats the contents of the bottom drawer (1) to approximately body temperature.

To operate the heater, turn the heater on/ off switch (2) to ON "I". The switch will illuminate to indicate that the heater is operating.

To turn the heater off, turn the heater on / off switch (2) to OFF "O". The switch will stop illuminating, indicating that the heater is no longer operating.



MA435300

# OPERATOR MAINTENANCE

## Preventive Maintenance

Little routine maintenance is required other than periodic inspection of the electrical cord to ensure it is free of cuts or damage, periodic inspection of the mechanical functions to ensure satisfactory operation, and periodic check of fasteners to ensure they are present and tightened securely.

Have your authorized dealer inspect your procedures cart every six months. Lubricate moving parts (such as the ball bearing drawer slides) with a light machine oil or grease to assure quiet, smooth, and dependable operation.

## Cleaning

### Top Cabinet Surface



#### EQUIPMENT ALERT

The material that covers the top of the cart is resistant to most medicinal-types stains, but may be damaged by solvents and dyes.

Remove any fluids which are spilled on the surface immediately.

Regular care should be maintained by daily wiping with a damp cloth or sponge, and periodic cleaning with a mild soap and water solution.

### Painted Metal Surfaces

Wipe all painted metal surfaces with a clean cloth at least once a week. Apply paste wax periodically to preserve the surface luster.

### Drawers

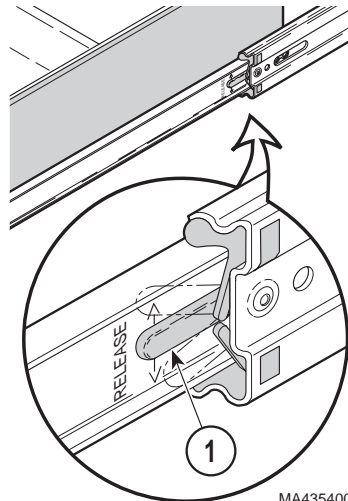


#### CAUTION

Turn off drawer heater and let it cool before removing bottom drawer for cleaning. Failure to do so could result in minor burns.

To remove the drawer do the following:

1. Pull outward on the drawer until it stops.



MA435400

Operation

Operator  
Maintenance

- Depress and hold the plastic release tabs (1), that are located on the drawer slides, up or down and continue to pull the drawer outward.

**NOTE**

The drawer dividers cannot be removed but should be periodically cleaned with a damp cloth or mild soap and water solution.

**Unpainted Metal Surfaces**

Wipe all unpainted metal surfaces with a clean cloth. Use petroleum jelly or other white lubricants on moving parts. Lubrication will allow free movement of sliding parts and reduce noise.

**CALLING FOR SERVICE**

If you are having a problem or have a question, refer to the inside front cover of this manual and call your dealer. Make sure that you have the information that is highlighted on the inside front cover of this manual available. If you can't resolve your question or problem with your dealer, call the following number:

1-800-Midmark (1-800-643-6275)  
 8:00 a.m until 5:00 p.m. (Eastern Standard Time in the U.S.)  
 Monday thru Friday, except for standard U.S. holidays.

**SPECIFICATIONS**

**Weight of Cart** ..... 75 lbs ( 34 kg)

**Dimensions:**

Cabinet Height..... 10" (25.4 cm)

Cabinet Width..... 20 3/4" (52.7 cm)

Cabinet Depth ..... 18" (45.7 cm)

Cart Top Surface Height ..... 30 1/4" (76.8 cm) Model 345-001 and 002

Cart Backsplash Height..... 30 7/8" (78.4 cm) Model 345-001 and 002

**Cart Top Surface Height**

(Fully Retracted ..... 26 1/2" (67.5 cm) Model 345-003

(Fully Extended) ..... 32 1/2" (82.6 cm) Model 345-003

**Cart Backsplash Height**

(Fully Retracted ..... 27 3/16" (67.5 cm) Model 345-003

(Fully Extended) ..... 33 1/16" (84.0 cm) Model 345-003

**Electrical Requirements** ..... 115 VAC, 60 Hz, 6.5 amps

Calling For Service

Specifications

## Power Cord

Length ..... 8 ft (243.8 cm) from bottom of cabinet.

# **WARRANTY**

## SCOPE OF WARRANTY

Midmark Corporation ("Midmark") warrants to the original retail purchaser that it will repair or replace IQ brand devices manufactured by Midmark (except for those not warranted under "Exclusions") that are defective in material or workmanship under normal use and service. Midmark's obligation under this warranty is limited to the repair or replacement, at Midmark's option, of applicable devices. This limited warranty shall only apply to defects that are reported to Midmark within the applicable warranty period and which, upon examination by Midmark, prove to be defective. This warranty extends only to the original retail purchaser of a product, and is not transferable or assignable.

## APPLICABLE WARRANTY PERIOD

The applicable warranty period, measured from the date of delivery to the original user, shall be as follows

- (a) Five (5) years for all Midmark brand modular casework products and components (except for the products and components listed in (c) and (d), and except for components not warranted under "Exclusions"), including door and drawer fronts, castors and electrical components such as task lights and cords.
- (b) Three (3) years for all Ritter brand modular casework products and components (except for the products and components listed in (c) and (d), and except for components not warranted under "Exclusions"), including door and drawer fronts, castors and electrical components such as task lights and cords.
- (c) Three (3) years for task light ballasts.
- (d) One (1) year for plastic laminate top surfaces and accessories.

## OBTAINING WARRANTY SERVICE

Warranty service must be obtained through either Midmark or an authorized dealer in the Midmark product line for which warranty service is requested. Midmark may be contacted for warranty service inquiries or issues via email at [www.midmark.com](http://www.midmark.com); by phone at 1-800-MIDMARK; by facsimile at 1-800-365-8631; or by mail to Midmark Corporation, 60 Vista Drive, Versailles, Ohio 45380.

It is the retail purchaser's obligation to arrange for delivery of a product to Midmark for warranty service or exchange. It is also the original retail purchaser's obligation to comply with the warranty service instructions provided either by Midmark. The retail purchaser must provide Midmark with completed warranty registration information within thirty (30) days after purchase in order to obtain the benefits of this warranty.

## EXCLUSIONS

This warranty does not cover sinks, faucets and plumbing accessories. Any warranties on these items are extended directly by the manufacturer of these items to the original purchaser. Information on these manufacturers' warranties will be enclosed with the applicable products. Also, Midmark will furnish copies of any of the warranties extended by any such manufacturers upon request.

**Calling For  
Service**

**Specifications**

**Warranty**

This warranty does not cover and Midmark shall not be liable, for:

- (1) defects, damage or other conditions caused, in whole or in part, by misuse, abuse, negligence, alteration, accident, freight damage, tampering or failure to seek and obtain repair or replacement in a timely manner
- (2) matching of color, grain or texture except to commercially acceptable standards;
- (3) changes in color caused by natural or artificial light;
- (4) products which are not installed, used, and properly cleaned and maintained as required in the Midmark "Installation" and/or "Installation/Operation Manual" for the applicable product;
- (5) specially manufactured products;
- (6) products considered to be of a consumable nature, such as light bulbs and surge suppression products;
- (7) accessories or parts not manufactured by Midmark;
- (8) charges by anyone (including Midmark's authorized casework dealers) for adjustments, repairs, replacement parts, installation or other work performed upon or in connection with such products which are not expressly authorized in writing in advance by Midmark; and
- (9) costs and expenses of routine maintenance and cleaning;
- (10) representations and warranties made by any person or entity other than Midmark.

**EXCLUSIVE REMEDY; CONSEQUENTIAL DAMAGES DISCLAIMER:**  
MIDMARK'S ONLY OBLIGATION UNDER THIS WARRANTY IS THE REPAIR OR REPLACEMENT OF DEFECTIVE PARTS. MIDMARK SHALL NOT BE LIABLE FOR AND HEREBY DISCLAIMS ANY DIRECT, SPECIAL, INDIRECT, INCIDENTAL, EXEMPLARY OR CONSEQUENTIAL DAMAGES OR DELAYS, INCLUDING, BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS OR INCOME, LOSS OF DATA, LOSS OF USE, DOWNTIME, COVER AND EMPLOYEE OR INDEPENDENT CONTRACTOR WAGES, PAYMENTS AND BENEFITS.

**NO AUTHORIZATION**

No person or firm is authorized to create or approve for Midmark any other obligation or liability in connection with the products.

**WARRANTY DISCLAIMER**

THIS WARRANTY IS MIDMARK'S ONLY WARRANTY AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. MIDMARK MAKES NO IMPLIED WARRANTIES OF ANY KIND INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THIS WARRANTY IS LIMITED TO THE REPAIR OR REPLACEMENT OF DEFECTIVE PARTS.

**STATUTE OF LIMITATIONS**

No action may be brought against Midmark for breach of this limited warranty, an implied warranty, if any, or for any other claim arising out of or relating to the products, more than ninety (90) days owing expiration of the limited warranty period. In the event multiple warranty periods exist with respect to a product, the ninety (90) day period for herein shall begin to run from expiration of the warranty period for the component to which the claim relates.

;

**NOTES:**



**MIDMARK<sup>®</sup>**

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