

Codonics Safe Label System Shelf Installation

Technical Brief

Blue Bell Cart or Generic Blind Mounting

Overview

This document explains how to properly install the Codonics® Safe Label System® (SLS) Point of Care Station (PCS) shelf with storage compartment onto a medical cart using the generic mounting kit with a blind mounting. The example cart shown in the procedures is a Blue Bell™ Bio-Medical cart.

Tools Needed

- ◆ 5/16-in. nut driver
- ◆ P0 Phillips head screwdriver
- ◆ P3 Phillips head screwdriver
- ◆ 3/32-in. hex wrench
- ◆ Cordless drill
- ◆ Step drill bit (or a 9/16-in. drill bit)
- ◆ 6-in. level

Parts List

The SLS PCS shelf and generic mounting kit includes the parts listed in the following table.

Part	Quantity	Notes
Installation instructions	N/A	1
Shelf/drawer assembly	N/A	1
Drawer keys	850-140-001	2
Shelf rail	500-711-XXX	1
Lower support bracket	500-719-XXX	1
Shelf support bracket	500-720-XXX	1
Thumbscrews	740-018-003	2
Toggle bolt assemblies	N/A	8
Optional 2-1/4 in. mounting screws	700-111-003	8
Optional 3/4-in. mounting spacers	830-048-008	8
#8 flat washer	710-001-006	2

NOTE: The drawer keys are common for all drawers.

Location of the Shelf

The shelf can be located on the right or left side of the medical cart, as shown in the following two figures:



NOTE: If you are installing the shelf on the left side of the cart, first perform the procedure "Moving the Power Supply Bay for a Left Side Installation," shown later in this Technical Brief.

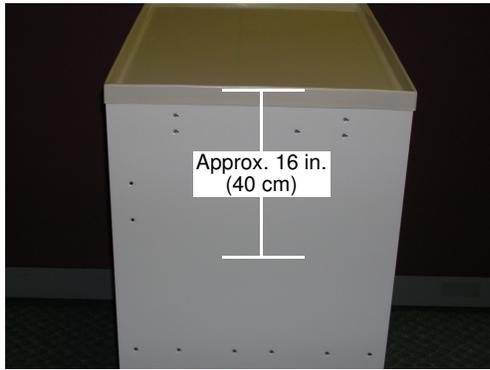
Installing the SLS PCS Shelf

NOTE: The figures in this procedure depict an installation of the SLS PCS shelf on the right side of a Blue Bell Bio-Medical cart.

1. Do not remove the top plastic tray, shown in the following figure, from the medical cart.



2. Verify that there are no other accessories attached to the side of the cart approximately 16-in. (40 cm) below the desired position of the top of the shelf, as shown in the following figure:

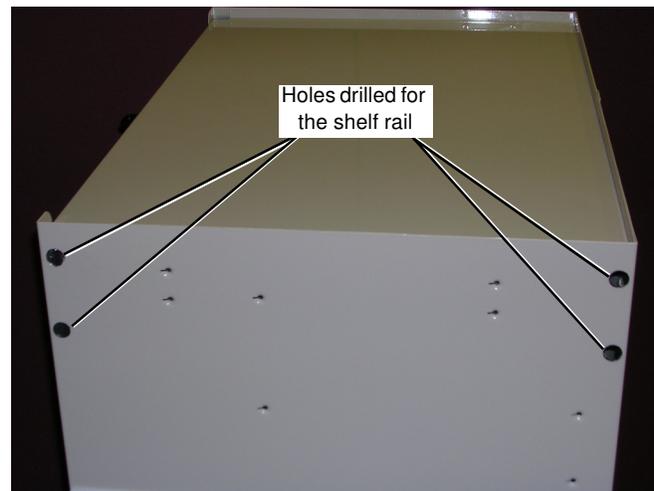


5. Now remove the top plastic tray from the medical cart so that it is not damaged during the next steps when you will be drilling the holes for the shelf rail.
6. Using a step drill bit (shown in the first figure below) or a 9/16-in. drill bit, drill four 9/16-in. holes at the four locations that you marked in step 4 (as shown in the second figure below):



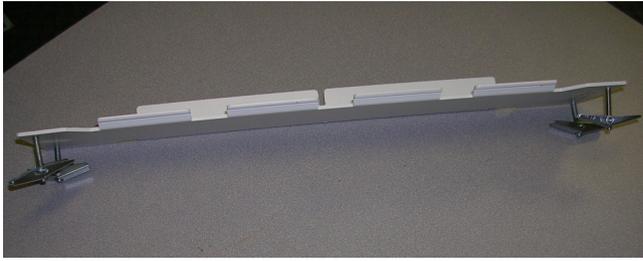
NOTE: A step drill bit is recommended for maintaining the best hole location and quality.

- NOTE:** The Codonics shelf can be installed over the Blue Bell top support rail using the optional 2-1/4 in. mounting screws and 3/4-in. mounting spacers provided.
3. Using the top plastic tray, determine the desired height of the shelf. The top of the shelf rail will align with the top of the shelf.
 4. Use the shelf rail to mark the locations of the four holes that will need to be drilled as shown in the following figure:



NOTE: If the Blue Bell top shelf vertical support is installed it will be necessary to hold the upper shelf rail against the support while determining the hole locations.

- NOTE:** It is recommended that you use a level or ruler to ensure that the rail is mounted level.
- NOTE:** For the hole locations that you choose, verify that there will be room on the inside of the cart for the toggle bolts that will be assembled to the shelf rail (refer to step 7) and that they will not interfere with the motion of the drawers.
7. Assemble four toggle bolt assemblies to the shelf rail with the closing side of the toggles facing the shelf rail, as shown in the following figure:



NOTE: If the Blue Bell top shelf support rail is installed, assemble the toggle bolt assemblies using the optional 2-1/4 in. mounting screws and 3/4-in. mounting spacers provided as shown in the following figure:



8. Mount the shelf rail by passing the toggles through the four drilled holes in the side of the cart. Tighten the four toggle bolts using a P3 Phillips head screwdriver to secure the shelf rail to the cart, as shown in the following figure:



NOTE: Make sure bracket is level.

9. Remove the acorn nut from the bottom of the shelf that is closest to the side where the shelf frame mounts to the shelf rail, as shown in the following figure:



10. Slide the shelf onto the shelf rail. This is done by tilting the shelf into the slots on the shelf rail (as shown in the first figure below) and then pushing down on the shelf until it clicks into place (as shown in the second figure below):



11. Make sure that the shelf is level front-to-back. If the shelf is not level, loosen the shelf rail mounting screws and adjust it as necessary.

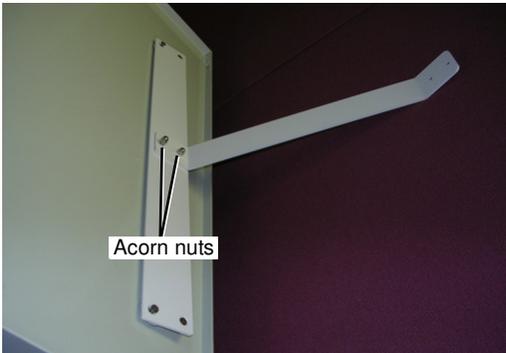
NOTE: When the shelf installation is complete, verify that the shelf is level right-to-left after the SLS PCS has been placed on the shelf. Refer to step 23 later in this Technical Brief.

12. Install the acorn nut that was removed in step 9 back onto the bottom of the shelf, and tighten the acorn nut using a 5/16-in. nut driver, as shown in the following figure:

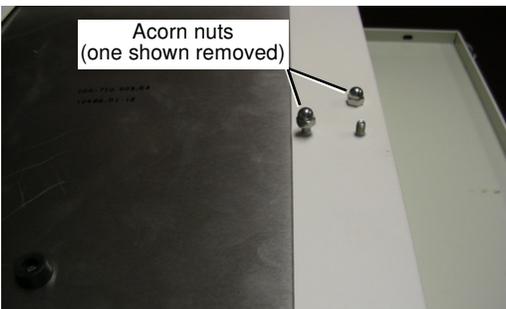


NOTE: The nut driver can mark the paint.

13. Remove the two acorn nuts from the lower support bracket and mount the shelf support bracket to the lower support bracket, as shown in the following figure, using the acorn nuts. Loosely tighten the acorn nuts.



14. Remove the two acorn nuts, shown in the following figure, from the threaded studs on the bottom of the shelf opposite the shelf rail. Set them aside for use in step 20 of the installation procedure.



15. Hold the lower support bracket up to the bottom of the shelf as if to attach it to the side of the cart. Lightly push up on the lower support bracket to put a slight preload to the shelf support bracket but not enough to push the shelf up. Make sure the lower support bracket is level. Then mark the four holes that need to be drilled for the lower support bracket, as shown in the following figure:



NOTE: If the Blue Bell top shelf support rail is installed use a 6-inch level aligned with the holes of the lower support bracket to determine the location of the mounting holes. Mark the locations on the cart with a permanent marker.

16. Using a step drill bit or a 9/16-in. drill bit, drill four 9/16-in. holes at the four locations that you marked in step 15, as shown in the following figure:



17. Remove the shelf support bracket from the lower support bracket. Set the two acorn nuts aside for use in step 20 of the installation procedure.

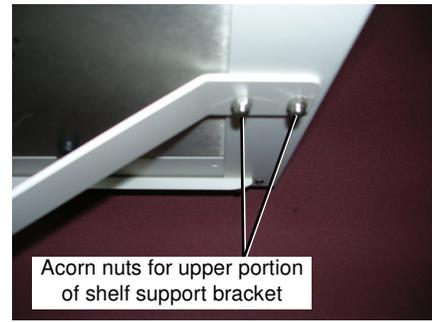
18. Assemble four toggle bolt assemblies to the lower support bracket with the closing side of the toggles facing the shelf rail, as shown in the figure below:



NOTE: If the Blue Bell top support shelf top shelf support rail is installed, assemble the toggle bolt assemblies using the optional 2-1/4 in. screws and 3/4-in. spacers.

19. Mount the lower support bracket by passing the toggles through the four drilled holes in the side of the cart. Loosely tighten the four toggle bolts with a P3 Phillips head screwdriver to secure the bracket to the cart.
20. Align the shelf support bracket holes with the two threaded studs on the underside of the shelf and with the two threaded studs on the lower support bracket. Using the four acorn nuts that you removed in step 14 and step 17, attach the shelf support bracket to the shelf and to the lower support bracket, as shown in the following two figures:

NOTE: The lower support bracket might need to be adjusted to correctly align the shelf support bracket holes with the threaded studs on the underside of the shelf and the lower support bracket.

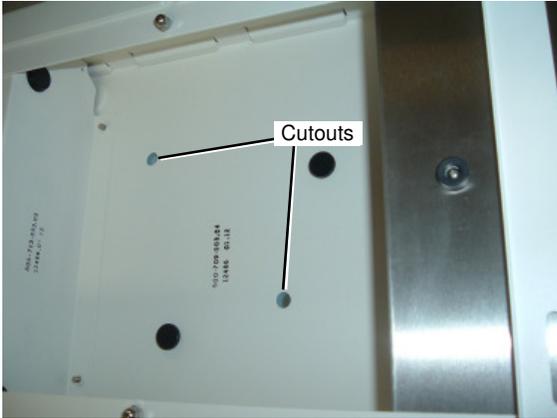


21. Tighten the four shelf support bracket acorn nuts using a 5/16-in. nut driver. Then tighten all four flat-head screws using a P3 Phillips head screwdriver to secure the lower support bracket to the side of the cart.

NOTE: The nut driver can mark the paint.

22. Place the SLS PCS onto the shelf.
23. Make sure that the shelf is still level right-to-left with the SLS PCS on it. If necessary, remove the SLS PCS and use the three set screws on the shelf rail to readjust the level of the shelf.
24. Open the shelf drawer and look up from the bottom of the shelf frame.

Adjust the position of the SLS PCS until you see two threaded holes on the bottom of the SLS PCS aligned with the two cutouts in the shelf frame, shown in the following figure:



A close-up of one of the SLS PCS threaded holes as seen through the cutout in the shelf frame is shown in the following figure:



25. Install two #8 flat washers onto the two thumbscrews, then insert two thumbscrews into the threaded holes and tighten them so that the SLS PCS is mounted to the shelf.
26. Place the top plastic tray back on top of the cart, as shown in the following figure:



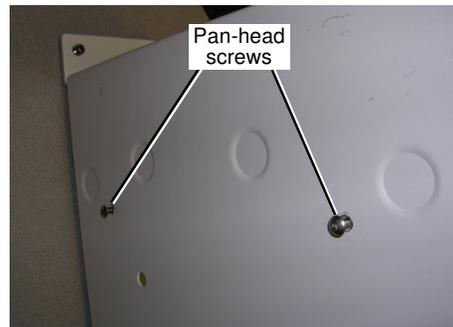
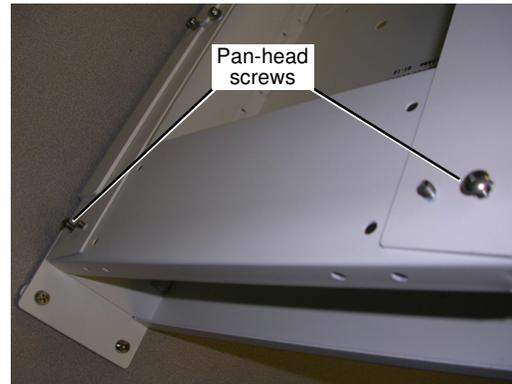
Moving the Power Supply Bay for a Left Side Installation

The procedure for installing the SLS PCS shelf on the left side of the medical cart is similar to installing it on the right side. However, you must first move the power supply bay to the other side of the shelf/drawer assembly.

1. Remove the rubber bumper from the bottom of the shelf using a P0 Phillips head screwdriver, as shown in the following figure:



2. Remove the shelf.
3. Remove the four pan-head screws, shown in the following two figures, on the top and bottom of the shelf frame that secure the power supply bay to the shelf.



4. Remove the power supply bay from the shelf frame, as shown in the following two figures:



5. Install the power supply bay into the opposite side of the shelf frame. Secure it to the shelf frame with the four pan-head screws that you removed in step 3.
6. Install the shelf and then install the rubber bumper on the bottom of the shelf using a P0 Phillips head screwdriver, as shown in the following figure:



The shelf/drawer assembly is now set up for mounting to the left side of the cart. Perform the procedure in “Installing the SLS PCS Shelf” on the first page of this Technical Brief to complete the installation process.

Technical Support

If problems occur when installing the shelf, contact Codonics Technical Support.

Phone: +1 (440) 243-1198

Email: support@codonics.com

Website: www.codonics.com

Get it all with just one call
800.444.1198

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17991 Englewood Drive
Middleburg Heights, OH
44130 USA
+1.440.243.1198
+1.440.243.1334 Fax
Email info@codonics.com
www.codonics.com

Codonics Trading Co, Ltd.
317 Xianxia Rd. Building B
Unit 1412
Changning Dist., Shanghai
P.R. China, 200051
86-21-62787701
86-21-62787719 Fax

Codonics Limited KK
AQUACITY 9F,
4-16-23, Shibaura
Minato-ku, Tokyo,
108-0023 JAPAN
81-3-5730-2297
81-3-5730-2295 Fax