

Model 103 Combination Table

August 2009 GLO
Pub. No. 234-0037-05



*Read this Manual
and Retain for
Future Reference*

Ferno Customer Relations

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Telephone (Toll-free)	1.877.733.0911
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ALL OTHER LOCATIONS

For assistance or information, please contact your Ferno distributor. If you do not have a Ferno distributor, please contact Ferno Customer Relations:

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Ferno Technical Support

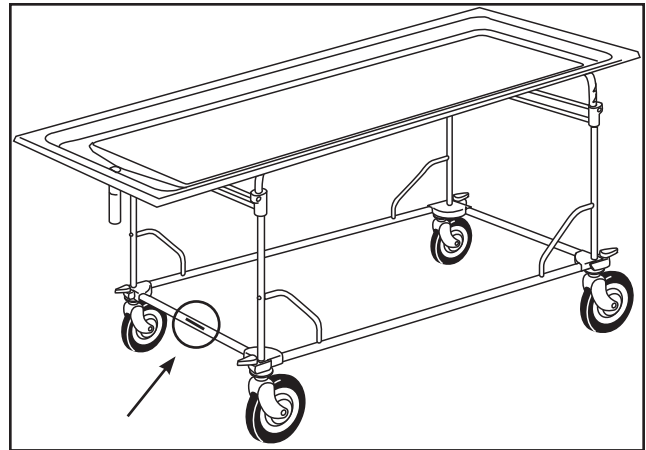
Customer service and product support are important aspects of each Ferno product. Please have the product serial number available when calling, and include it in all written communications. For technical support questions:

Telephone (Toll-free)	1.800.733.3766 ext. 1010
Telephone	1.937.382.1451 ext. 1010
Email	quality.products@ferno.com

Disclaimer


This manual contains general instructions for the use, operation and care of this product. The instructions are not all-inclusive. Safe and proper use of this product is solely at the discretion of the user. Safety information is included as a service to the user. All other safety measures taken by the user should be within and under consideration of applicable regulations. It is recommended that training on the proper use of this product be provided before using this product in an actual situation.

Retain this manual for future reference. Include it with the product in the event of transfer to new users. Additional free copies are available upon request from Customer Relations.



Serial Number _____

Location: Lower Frame of Table End



USERS' MANUAL

To request additional free users' manuals, contact Ferno Customer Relations, your Ferno distributor, or visit www.ferno.com.



Proprietary Notice

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Limited Warranty Statement

The products sold by Ferno are covered by a limited warranty, which is printed on the invoice you received when you purchased the product. Please refer to the warranty terms as printed on your invoice. The complete terms and conditions of the limited warranty, and the limitations of liability and disclaimers, are also available upon request by calling Ferno at 1.800.733.3766 or 1.937.382.1451.


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1 - SAFETY INFORMATION

1.1 Warning

Warning notices indicate a potentially hazardous situation which, if not avoided, could result in injury or death.

 WARNING
<p>Untrained operators can cause injury or be injured. Permit only trained personnel to operate the table.</p> <p>Improper use of the table can cause injury. Use the table only for the purpose described in this manual.</p> <p>Improper operation can cause injury. Operate the table only as described in this manual.</p> <p>Improper maintenance can cause injury. Maintain the table only as described in this manual.</p> <p>Attaching improper items to the table can cause injury. Use only Ferno-approved items on the table.</p> <p>Improper parts and service can cause injury. Use only Ferno parts and Ferno-approved service on the table.</p> <p>Modifying the table can cause injury and damage. Use the table only as designed by Ferno.</p>

1.2 Important

Important notices emphasize important usage or maintenance information.

<p>Important</p>

1.3 Bloodborne Disease Notice

To reduce the risk of exposure to bloodborne diseases such as HIV-1 and hepatitis when using the table, follow the disinfecting and cleaning instructions in this manual.

1.4 Symbol Glossary

The symbols defined below are used on the table and in this users' manual. Ferno uses symbols recognized by the International Standards Organization (ISO), American National Standards Institute (ANSI) and the mortuary services industry.



General Warning of Potential Injury



Load Limit



Read the Users' Manual



Operation Requires One Trained Operator



Do Not Lubricate



Lubricate



Unlocked



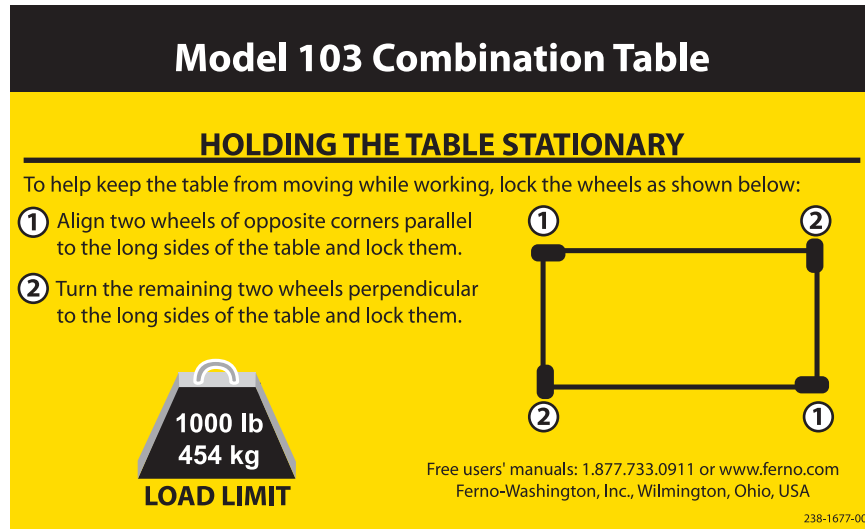
Locked



Product meets European Union Standards

1.5 Safety and Instruction Labels

Safety and instruction labels place important information from the users’ manual on the table. Read and follow label instructions. Replace worn or damaged labels immediately. New labels are available from EMSAR (page 14) or from your distributor. The label shown below is affixed to the bottom of the table.



2 - OPERATOR SKILLS AND TRAINING

2.1 Skills

Operators using the table need:

- a working knowledge of mortuary-service procedures.
- a complete understanding of the procedures described in this manual.



2.2 Training

Operator trainees need to:

- read and understand this manual.
- be trained on the use of the table.
- practice with the table before using it with a body.
- record their training information. A sample training record sheet is provided on page 15.

3 - ABOUT THE TABLE

3.1 Description

The Model 103 Combination Table (called the table in this manual) is a mortuary-service product designed to provide an adjustable surface for embalming, transfer, and dressing.

The table-top is constructed of stainless steel. The table has a total of seven level locking positions and can be adjusted between 31-1/2" and 37-1/2" at one or both ends. The table-top is convex and has a deep perimeter trough to guide fluids to a drain at the foot end.

The table has 6" (15 cm) caster wheels that swivel and lock.

INCLUDED WITH PURCHASE

A 3/16" Allen wrench is included with the purchase of a table.

3.2 General Specifications

<u>Height</u>	
Minimum	31-1/2 in./80 cm
Maximum	37-1/2 in./95 cm
Length	80 in./205 cm
Width (Overall)	30 in./77 cm
Wheelbase	27 x 53 in./69 x 135 cm
Weight	80 lb/36 kg
Load Limit	1000 lb/454 kg


General specifications are rounded to the nearest whole number. Metric conversions are calculated before rounding the Imperial measurements. For more information, contact Ferno Customer Relations (page 2) or your Ferno distributor.

Ferno reserves the right to change specifications without notice.

 **WARNING**


Improper use of the table can cause injury. Use the table only for the purpose described in this manual.





Load Limit

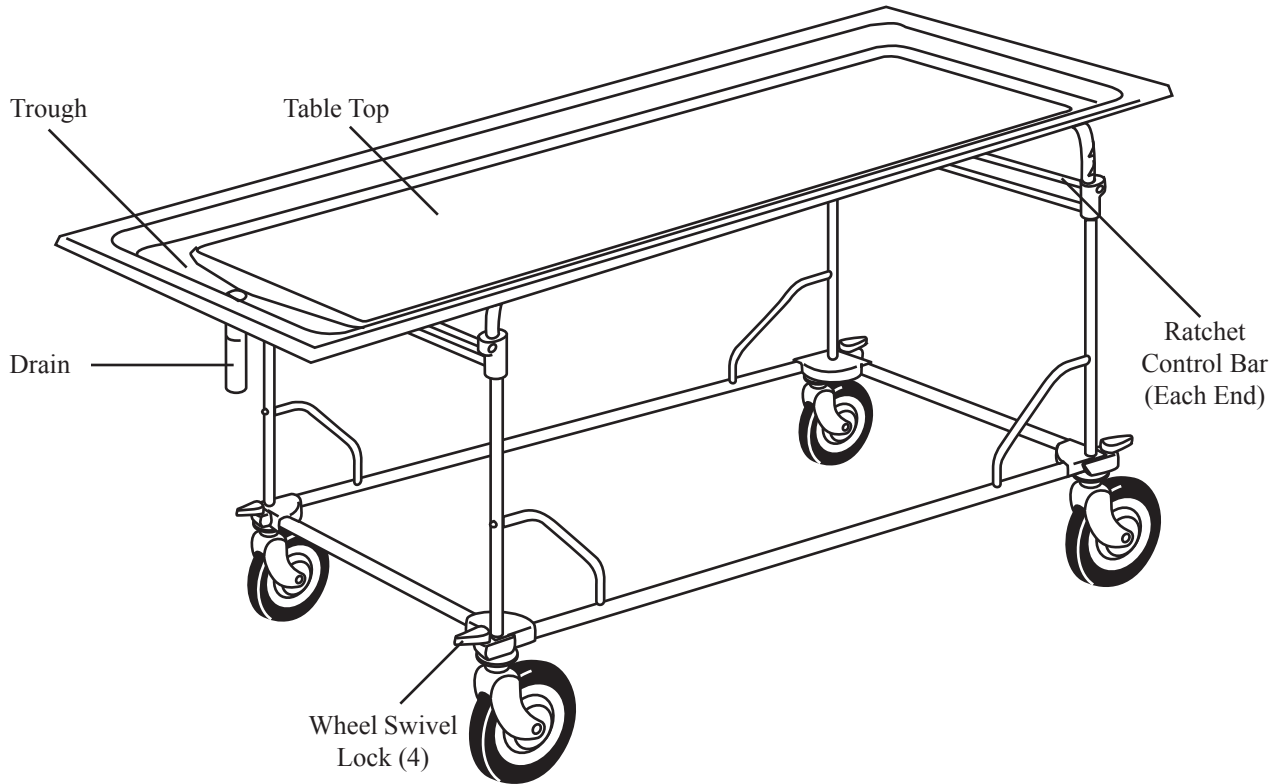
Inspect the table if the load limit has been exceeded (See *Inspecting the Table*, page 12).



USERS' MANUAL

To request additional free users' manuals, contact Ferno Customer Relations, your Ferno distributor, or visit www.ferno.com.

3.3 Components



4 - SETUP

Follow the instructions in this section to prepare the table for use. All hardware is supplied.

4.1 Attach the Lower Rails And Table Ends

1. One Allen-head screw and two lock washers are threaded into each of the four table-end wheel castings. Remove these parts from their shipping positions using the 3/16" Allen wrench provided with the table.
2. Insert the lower rails into the table-end corner castings (Figure 1). Verify that the holes for the frame braces **and** table-ends are properly aligned as follows:
 - The frame-brace mounting holes must face straight upward as shown in Figure 1 (not at an angle).
 - The holes at the ends of the lower-rails are angled to properly align with the table-end castings. After inserting the lower rails into the table ends, verify that these holes are visible in the table-end castings.
 - **If the holes in the lower rail are not visible inside the table-end castings OR if the frame-brace holes are not facing straight up, turn the lower rail end-for-end.**
3. Verify that there are two lock washers on each of the four Allen-head mounting screws.
4. Secure the rails to the table ends using the 3/16" Allen wrench and four socket-head cap screws provided (Figure 1 inset).

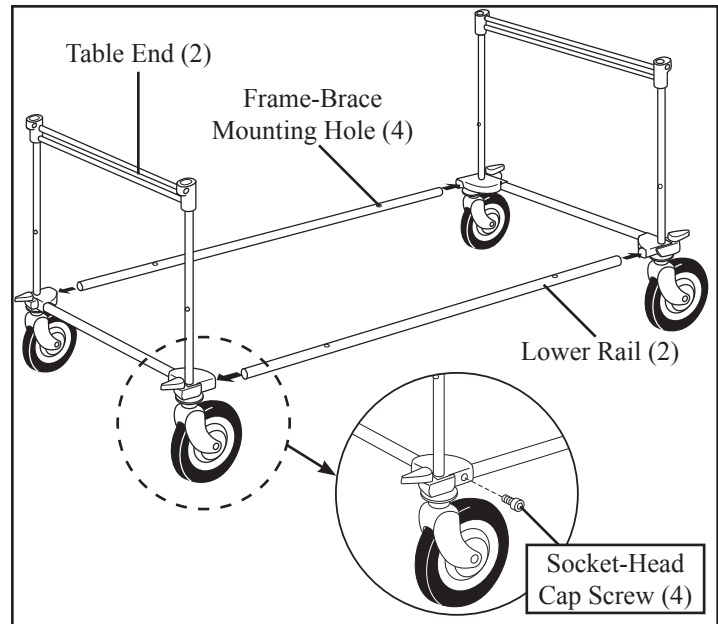


Figure 1 - Attaching the Lower Rails and Table Ends

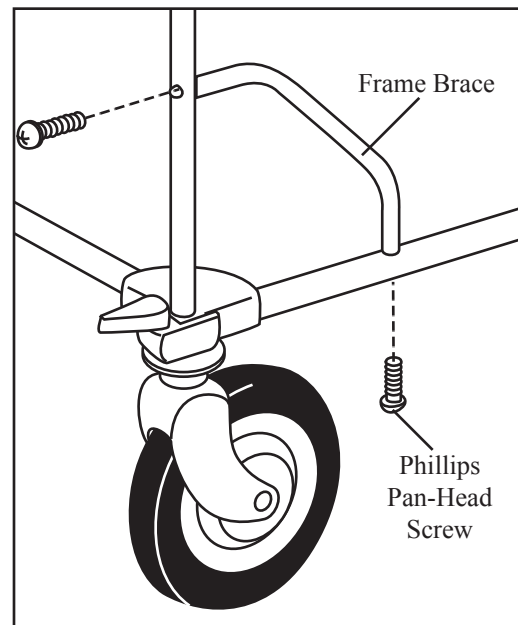


Figure 2 - Attaching the Frame Braces

4.2 Attach Frame Braces

Use a #2 Phillips screwdriver to attach the four frame braces to the lower rails and corner posts using the eight Phillips pan-head screws provided (Figure 2).

4.3 Attach the Table Top

Before attaching the table top to the lower frame, be aware of the following:

- The table top is heavy. Use a minimum of two people to attach the table top to the lower frame.
 - There are cotter pins inside each of the four corner posts. **DO NOT REMOVE** the cotter pins at this time.
 - The inside of the table-end frame tube is lubricated at the factory. You should not need to lubricate the ratchet tubes during initial setup.
1. Using a minimum of two people, lift the table top above the lower frame.
 2. Align the ratchet tubes on the table top with the corner posts on the table ends (Figure 3), then lower the table top into the corner posts

Important

Do not remove the cotter pins from the four corner posts until **AFTER** the table top has been inserted into the corner posts.

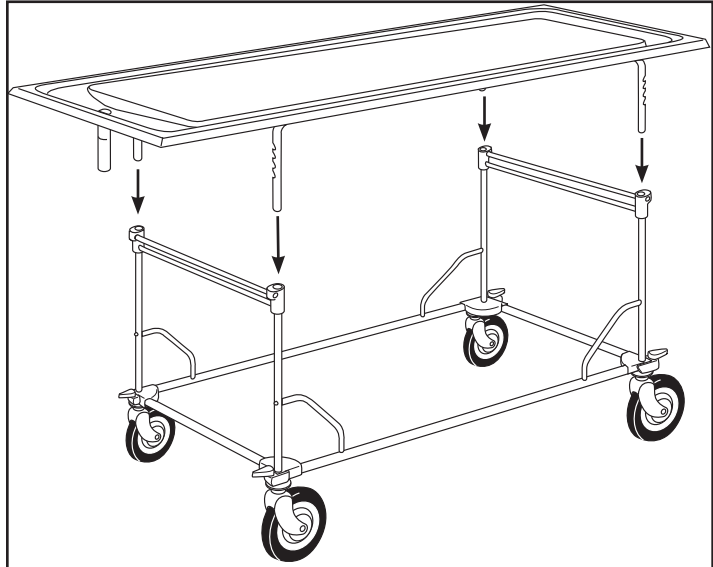


Figure 3 - Align the Table Top with the Corner Posts

4.4 Remove the Ratchet Pins

1. During assembly and shipping, the ratchet control handles are held in the open position by a small cotter pin inserted in each corner-post casting. Use needle-nose pliers or a small flathead screwdriver to remove and discard the four pins before placing the table in service (Figure 4).
2. Inspect the table before placing the table in service. See *Inspecting the Table*, page 12.

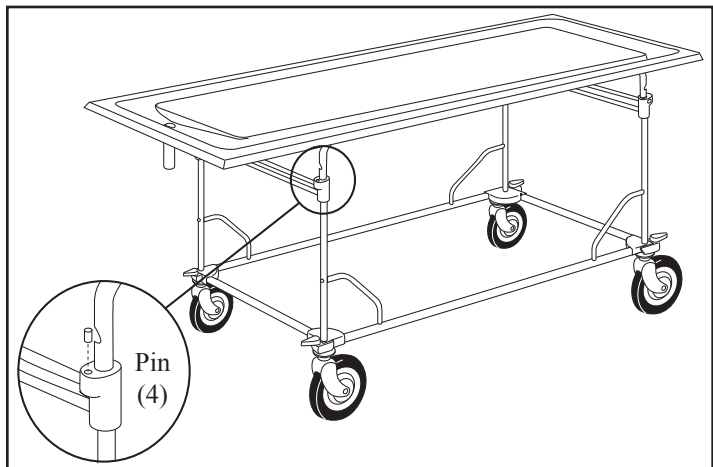


Figure 4 - Remove the Four Pins

5 - USING THE TABLE

5.1 Before Placing the Table in Service

- Personnel who will work with the table need to read this manual.
- Set up the table, following the instructions in the *Setup* section on pages 8 and 9.
- Confirm that the table operates properly. See *Inspecting the Table*, page 12.

5.2 General Guidelines for Use

- The table is for professional use only, by a trained operator.
- Follow standard mortuary-service procedures when using the table.
- Lift only the weight you can safely handle. Use additional help when working with a heavy body.

5.3 Swivel Locks

Each of the four wheels is fitted with a locking caster. Lock the casters to help hold the table steady and unlock the casters to roll the table.

- To lock a caster, turn the swivel lock toward the end of the table (Figure 5).
- To unlock the caster, turn the swivel lock toward either of the long sides of the table (Figure 5).
- To help prevent the table from rolling during use, lock the casters at 90° angles as shown in Figure 6:
 - (1) Align two wheels of opposite corners parallel to the long sides of the table and lock them.
 - (2) Turn the remaining two wheels perpendicular to the long sides of the table and lock them.

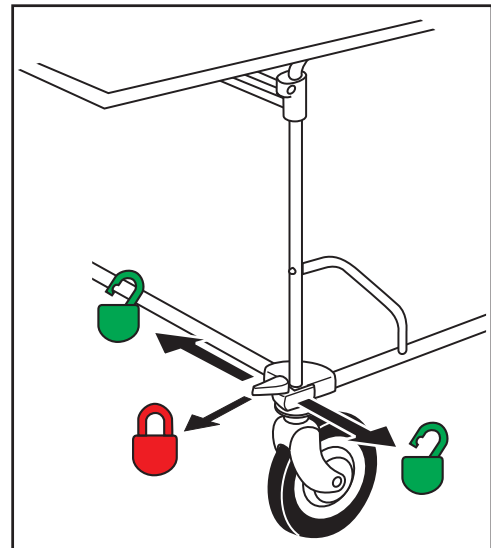


Figure 5 - Using the Swivel Lock

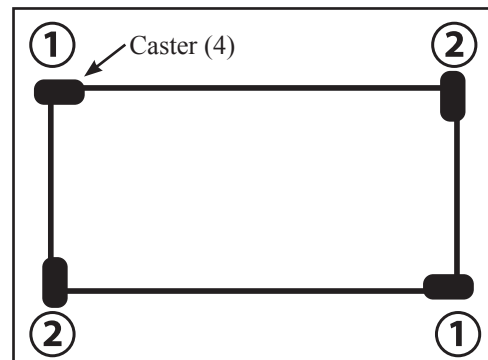


Figure 6 - Configuring the Casters To Hold the Table Stationary

5.4 Adjusting the Height of the Table Top

The table top is adjustable between seven level positions. Each end of the table can be adjusted independently. To tilt the table top, raise one end of the table higher than the other.

Note: Raising the end opposite of the drain will assist draining.

RAISING THE TABLE TOP

1. Grasp one end of the table with both hands and lift slightly to assume the weight of the table top and body. Use additional help as needed to help control the weight of a heavy body.
2. Press downward on the crossbar with one foot as you raise the table top a little higher than the desired height (Figure 7).
3. Slowly lower the table top until it locks into the nearest locking position.
4. If keeping the table level, move to the opposite end of the table and repeat Steps 1-3.

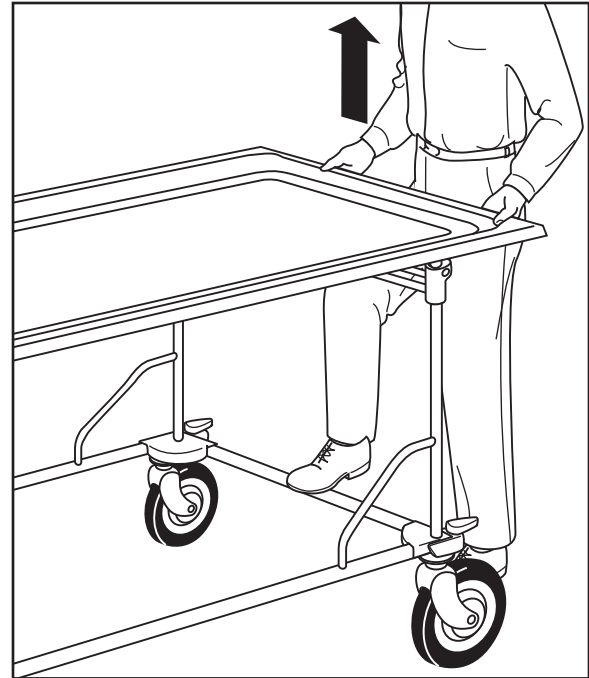


Figure 7 - Raising the Table Top

LOWERING THE TABLE TOP

1. Stand at the end of the table you wish to lower.
2. With one hand, grasp the table top and lift slightly to assume the weight of the table top and body. Use additional help as needed to help control the weight of a heavy body.
3. Placing your other hand **in the center of the ratchet control bar** (Figure 8), pull and hold the ratchet control bar to disengage the lock, then lower the table top until it is almost the desired height.
4. Release the ratchet control bar and continue lowering the table top until it locks into the nearest locking position.
5. If keeping the table level, move to the opposite end of the table and repeat Steps 1-4.

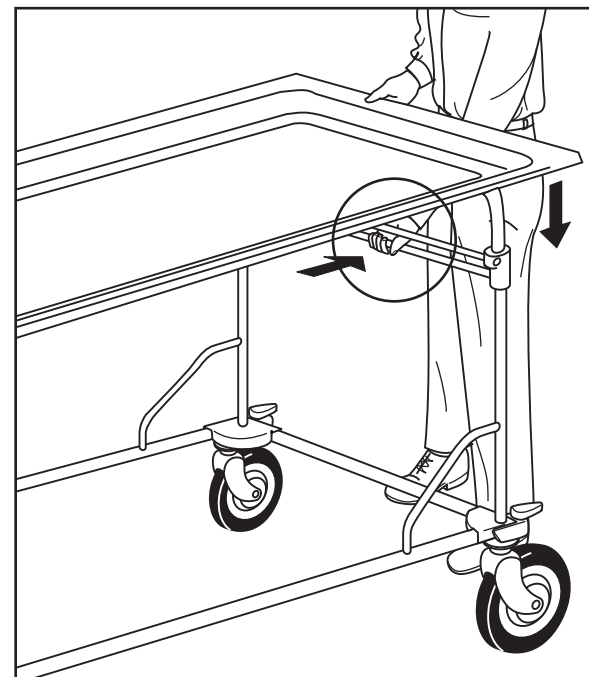


Figure 8 - Grasp the Center of the Ratchet Control Bar When Lowering the Table Top

6 - MAINTENANCE

6.1 Maintenance Schedule

The table requires regular maintenance. Set up and follow a maintenance schedule. The table at right represents minimum intervals for maintenance.

Keep maintenance records. A sample maintenance record sheet is provided on page 15.

When using maintenance products, follow the manufacturers' directions and read the manufacturers' material safety data sheets. You can purchase a recommended disinfectant from your Ferno distributor or Ferno Customer Relations (page 2).

6.2 Disinfecting and Cleaning the Table

Ferno recommends inspecting the table for visible wear and damage as you disinfect and clean it.

- **To disinfect:** Apply disinfectant to all surfaces according to the disinfectant manufacturer's instructions for application method and contact time.
- **To clean:** Hand wash all parts of the table with warm water and a mild detergent. Rinse with warm, clear water. Dry with a towel or allow the table to air-dry.

6.3 Inspecting the Table

Inspect the table regularly. Follow the checklist below and operate the table through all its functions as described in this manual.

If inspection shows damage or excessive wear, remove the table from service until repair is made. See *Parts and Service*, page 14.

INSPECTION CHECKLIST

- Are all components present?
- Is the table free of excessive wear?
- Are all screws, nuts, bolts and roll pins securely in place?
- Do all moving parts operate smoothly and properly?
- Does each end of the table top lock properly into all six raised positions?
- Do the wheels roll without wobbling and are the tires free of abrasions and wear?
- Do the casters lock and unlock properly?

WARNING

Improper maintenance can cause injury. Maintain the table only as described in this manual.

Minimum Maintenance Intervals	Each Use	As Needed	Each Month
Disinfecting (this page)	•		
Cleaning (this page)		•	
Inspecting (this page)		•	•
Waxing (page 13)		•	
Lubricating (page 13)		•	

Important

Disinfectants and cleaners containing bleach, phenolics, or iodines can cause damage. Do not use products containing these chemicals.

Important

Water under high pressure, or steam, can penetrate joints, flush away lubricant, and cause corrosion. Use caution when cleaning moving parts such as joints and hinges, and reapply lubricant if needed.

Important

Using abrasive cleaning compounds or applicators on the table can cause damage. Do not use abrasive materials to clean the table.

6.4 Waxing the Table Legs and Frame

While it is not necessary to wax this table, waxing the aluminum legs and lower frame will not damage them, and will maintain the table's appearance. **Do not wax the table top, which is constructed of stainless steel.**

Disinfect and clean the table before applying wax. Use an automotive wax as directed by the wax manufacturer.

6.5 Lubricating the Table

Disinfect and clean the table before applying lubricant. Use the lubricants designated below to lubricate the table. Do not lubricate points marked with the “do not lubricate” symbol.



Do Not Lubricate



Lubricate

LUBRICATION POINTS

Use a small amount of lubricant. Lubricate identical points on each side of the table.

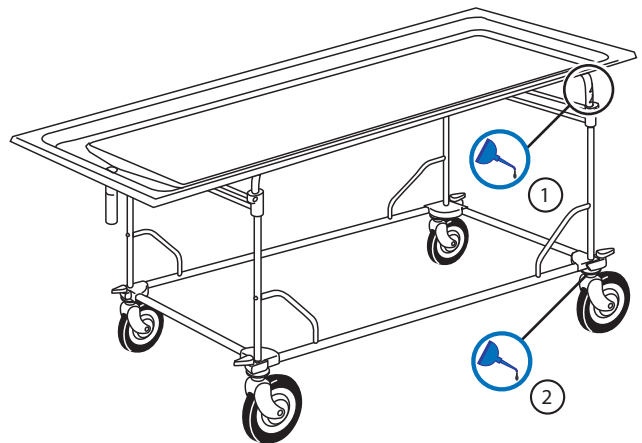
- | | |
|----------------------|-------------------------------|
| 1. Ratchet tubes (4) | White lithium grease |
| 2. Wheel Bearing (4) | WRL-191S or E-Z-1 (1-2 drops) |

LUBRICATION-FREE ITEMS

- | | |
|--|------------------|
|  Ratchet control bar spring | Do not lubricate |
|--|------------------|

Important

Lubricating parts that should not be lubricated allows dirt and foreign particles to collect on those parts, resulting in damage. Lubricate **only** the numbered reference points shown.



7 - ACCESSORIES AND RELATED PRODUCTS

Ferno offers a full line of mortuary service accessories and products. Always follow the instructions packed with accessories. Keep the instructions with this manual. Be aware of any special considerations (loading heights, door widths, etc.) when using accessories.

Contact Ferno Customer Relations (page 2) or your Ferno distributor for product information.

 **WARNING**

Attaching improper items to the table can cause injury. Use only Ferno-approved items on the table.

Model	Description	Part Number
14	Body Lifter	010-1400
38-BB	Body Bridge	069-5790
Ultra Care 4000™	Body/Casket Lift (U.S.A.)	066-3914
Ultra Care 4000™	Body/Casket Lift (50 Hz)	066-3915

8 - PARTS AND SERVICE

8.1 U.S.A. and Canada

In the United States and Canada, to order parts or for professional table repair, contact EMSAR® - the only agent authorized by Ferno to manage, service, and repair Ferno products.

Telephone (Toll-Free)	1.800.73.EMSAR
Telephone	1.937.383.1052
Fax	+1.937.383.1051
Internet	www.EMSAR.com

8.2 Worldwide

To order Ferno parts and for professional repair, contact your Ferno distributor. Your distributor is the only agent authorized by Ferno to manage, service, and repair Ferno products.

8.3 Parts List

No.	Part	Description	Qty
1	090-0930	Upper frame and braces (no table-top)	1
2	090-5530	Table-top (stainless steel, bolt-on, no frame)*	1
3	090-0871	Ratchet tube w/hardware Model 103	1
4	090-0350	End frame assy. (without casters)	1
5	090-0320	Lower frame rail	2
6	090-0791	Diagonal brace w/hardware	1
7	090-0793	Lock bar w/springs	1
8	090-0796	6" Swivel caster assy. (Serial Number K-13739 and higher)	1
9	090-2904	6" Wheel w/bearing	1
10	190-1783	Label sheet	1

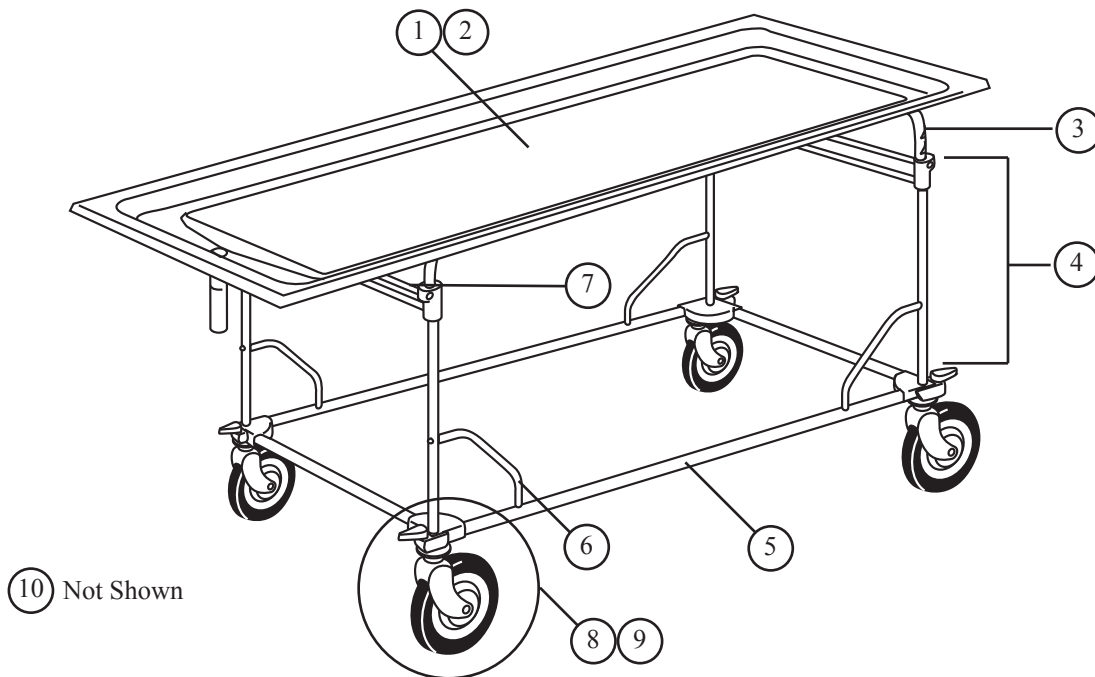
*Replacement stainless-steel table-top "skin" only, without tube frame. This is a bolt-on version. All earlier versions are unavailable.

WARNING

Improper parts and service can cause injury. Use only Ferno parts and Ferno-approved service on the table.

WARNING

Modifying the table can cause injury and damage. Use the table only as designed by Ferno.



TRAINING RECORD		
Date	Name	Training Method

MAINTENANCE RECORD		
Date	Maintenance Performed	By