

# Operating and Maintenance Manual

## Jordan and Lily Series Height Adjustable Bassinets\*



\*Amico continues to improve products, thus products may look different than the ones shown in this manual.

The logo for Amico, featuring a large, stylized blue letter 'A' followed by the word 'mico' in a smaller, lowercase blue font.

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# User Responsibility



**CAUTION:** United States federal law restricts this device to be sold by or on the order of a physician.

## READ ALL INSTRUCTIONS BEFORE USING

This manual is intended to instruct a healthcare professional how to operate and care for the bassinet as well as to provide important information to allow for proper training of safety to other users of the bassinet. Only those properly trained on its use should operate this bassinet.

Using this bassinet for anything outside of its intended use may result in personal injury or death and/or damage to the bassinet.

## SYMBOL DEFINITIONS



**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.



**PINCH POINT:** Identifies location where pinch hazards exist.



**DROPDOWN SIDES WARNING:** Indicates the improper use of the enclosure's dropdown sides which, if not avoided, could result in damage and/or injury.



**LOWERING THE DROPDOWN SIDES INSTRUCTIONAL GRAPHIC:** Displays proper use for lowering dropdown sides.

# Receiving Inspection



Remove the Amico Patient Care Corporation bassinet from the packaging and inspect it for damage. If there is any sign of damage, **DO NOT USE** and contact your provider.

# Product Description

The Jordan and Lily bassinets consist of a base with casters, drawers, and two columns for height adjustment. The Jordan series has a tub and mattress. The Lily Series has an enclosure with dropdown sides and mattress.

# Safety Precautions

Carefully read and strictly follow the cautions listed on this page. Improper usage of the product could cause injury or death to the patient or operator.



## WARNINGS:

- **DO NOT** add extra padding. Only use the mattress provided by the manufacturer (remove plastic wrapping before using). Adding extra padding may create risk of injury or death to the occupant of the bassinet.
- **DO NOT** exceed the safe working load of any component of the bassinet (drawers, pull out or flip surface, bassinet, tub, mattress, chart holder).
- **DO NOT** remove the tub when occupied. Doing so could result in injury or death of the occupant.
- **DO NOT** move bassinet when any of the enclosure's dropdown sides are in the down position.
- **DO NOT** leave infant/newborn unattended when one of the enclosure's sides are in the down position.
- **NEVER** place infant/newborn on the pull out or flip surface, drawer or base.
- **ALWAYS** make sure all doors, drawers, pull outs, are fully closed and secure prior to moving to avoid tipping hazard.
- **DO NOT** push or steer the bassinet from the sides or using the tub, or dropdown sides. Doing so may create a situation of instability that could result in injury or death. Use only the transport handles for moving and/or steering the bassinet.
-  **DO NOT** push or pull on the enclosure's dropdown sides.
- **DO NOT** raise the hospital bed when the bassinet is near enough that contact could be made. Doing so may cause instability or tipping which could cause injury or death to occupant of bassinet.
- **DO NOT** lift the bassinet by the transport handles or height adjustment handles.
- **DO NOT** immerse mattress in cleaning agents or disinfectants.
- **DO NOT** have more than one drawer open at a time.
- **DO NOT** push drawer to the opposite side.
- **ALWAYS** make sure the mattress, tub and bassinet are completely dry before adding linens or placing an infant/newborn into the bassinet.
- **DO NOT** leave the bassinet on ramps or slopes. Doing so could cause instability. If travelling on ramps or slopes do so perpendicular to the incline or decline.
- **NEVER** lean or hang from any part of the bassinet.
- **ALWAYS** transport bassinet in lowest position with all drawers, doors, pull out or flip surfaces securely closed to avoid tipping hazard.
- **DO NOT** place items with a string around a child's neck, such as hood strings or pacifier cords.

# Safety Precautions

Do not suspend strings over a bassinet or cradle or attach strings to toys. Strings can cause strangulation.

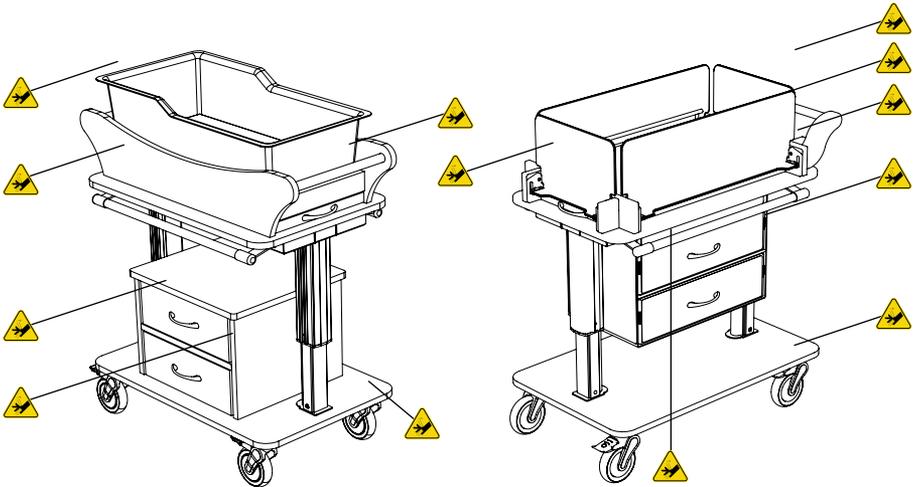


## CAUTIONS:

- **ONLY** operate bassinet as indicated in this manual. Improper usage can result in injury.
- **DO NOT** modify this product or any of its components. Modifying this product could cause unpredictable operation resulting in injury or death to the operator or occupant of the bassinet. Modifying this product also voids all warranty.
- **DO NOT** move the bassinet when the tub is in Trendelenburg position (unless clinically necessary).
- **DO NOT** apply the caster locks to stop the bassinet while in transport. Caster locks should only be used when bassinet is intended to be stationary.
- **DO NOT** attempt to move bassinet when casters are in locked position.
- **DO NOT** hang items on the bassinet.
- **DO NOT** use bassinet to perform medical procedures
- **DO NOT** place items on the bassinet that might impede the height adjustment.
- **DO NOT** clean or service bassinet when in use.
- **ALWAYS** after cleaning make sure to rinse bassinet using damp cloth with clean water, and dry thoroughly. Some cleaning agents are corrosive by nature, and if not rinsed their residue can cause permanent damage.



## PINCH POINT LOCATIONS:



# Intended Use

The Jordan Series & Lily Series bassinets are a sleeping surface for infant/newborn patients. The top cabinet of the device raises and lowers to allow easier access to the infant/newborn.

The bassinet is for use in infant/newborn healthcare settings; such as:

- Labour and delivery units
- Patient care rooms

This product is not intended for patients that can crawl or reposition themselves independently.

# Specifications

Safe Working Loads	
Bassinet Tub	12 lbs (5.4 kg)
Drawer	5 lbs (2.3 kg)
Pull out Surface	5 lbs (2.3 kg)
Flip Surface	5 lbs (2.3 kg)
Chart Holder	5 lbs (2.3 kg)
Diaper Caddy	5 lbs (2.3 kg)

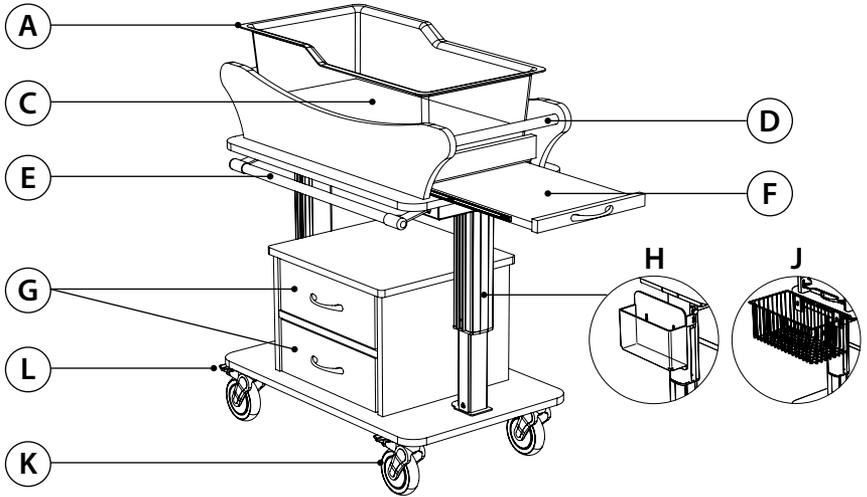
Jordan Series Bassinet	
Minimum Adjustable Height	36.5" (92.7 cm)
Maximum Adjustable Height	43.25" (109.9 cm)
Width x Depth	36.75" x 21" (93.4 cm x 53.3 cm)

Lily Series Bassinet	
Minimum Adjustable Height	34.75" (88.3 cm)
Maximum Adjustable Height	41.5" (105.4 cm)
Width x Depth	38.25" x 21" (97.2 cm x 53.3 cm)

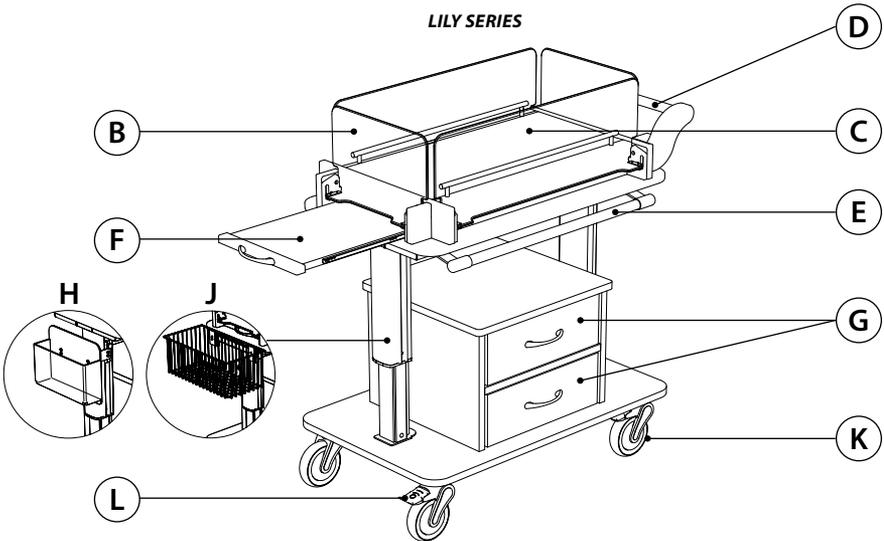
	Operating Conditions	Storage Conditions
Temperature	68°F-81°F (20°C-27°C)	55°F-86°F (13°C-30°C)
Relative Humidity	35-50%	30-60%

# Bassinet Components

## JORDAN SERIES



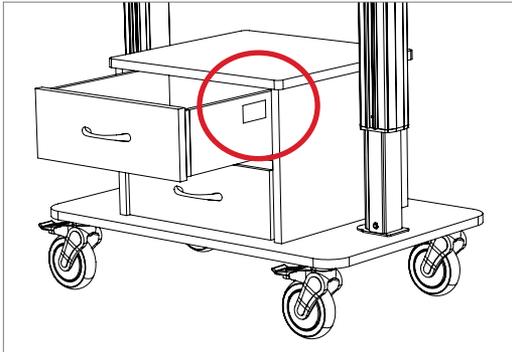
## LILY SERIES



Legend			
A	Tub	G	Drawer
B	Dropdown Sides	H	Chart Holder
C	Mattress	J	Diaper Caddy
D	Transport Handle	K	Caster
E	Height Adjustment Bar	L	Caster Lock
F	Pull Out Surface		

# Batch Number Location

Product label with batch number can be found on the side panel of the top drawer.



**BATCH NUMBER LABEL**

# Directions for Proper Use of Bassinet

## TRENDELENBURG POSITIONING (JORDAN SERIES ONLY)

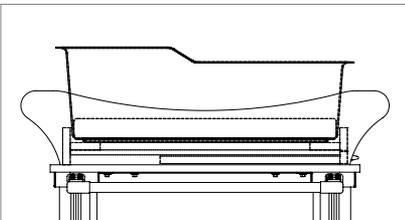
 **WARNINGS**

- **DO NOT** remove the tub when occupied. Doing so could result in injury or death of the occupant.

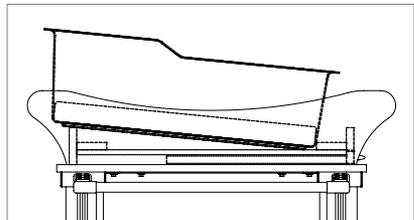
 **CAUTIONS**

- **DO NOT** move the bassinet when the tub is in Trendelenburg position (unless clinically necessary).

1. To tilt the tub into Trendelenburg position, raise the back of the tub and slide backwards allowing the front to drop into the recess.
2. To lower the tub to a flat position, raise the front of the tub and slide forward.



**TUB IN FLAT POSITION**



**TUB IN TRENDELENBURG POSITION**

# Directions for Proper Use of Bassinet

## USE OF DROPDOWN SIDES (LILY SERIES ONLY)

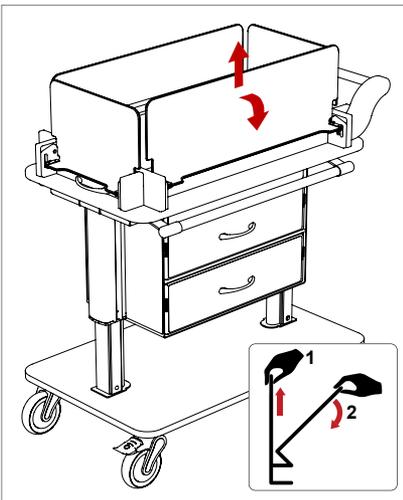
### WARNINGS

- **DO NOT** move bassinet when any of the enclosure's dropdown sides are in the down position.
- **DO NOT** leave infant/newborn unattended when one of the enclosure's sides are in the down position.
- **DO NOT** push or steer the bassinet from the sides or dropdown sides. Doing so may create a situation of instability that could result in injury or death. Use only the transport handles for moving and/or steering the bassinet.
-  **DO NOT** push or pull on the enclosure's dropdown sides.

### CAUTIONS

- **DO NOT** use bassinet to perform medical procedures

1. To lower dropdown sides, lift the side from the top edge, swing forward, and lower the side to its down position
2. To raise the dropdown side, swing the side to its vertical position and allow it to drop into position. Confirm both edges are fully down in the slot of the hinges.



**RAISING THE FRONT DROPDOWN SIDE**



**LOWERING THE FRONT DROPDOWN SIDE**

# Directions for Proper Use of Bassinet

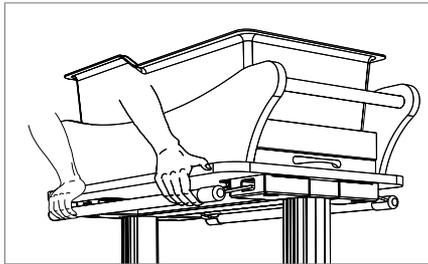
## RAISING AND LOWERING THE BASSINET

### WARNINGS

- **DO NOT** exceed the safe working load of any component of the bassinet (drawers, pull out or flip surface, bassinet, tub, mattress, chart holder).
- **DO NOT** raise the hospital bed when the bassinet is near enough that contact could be made. Doing so may cause instability or tipping which could cause injury or death to occupant of bassinet.

### CAUTIONS

- **DO NOT** place items on the bassinet that might impede the height adjustment.
1. To lower the bassinet, place palms of both hands on the ledge above the height adjustment handle. Squeeze the height adjustment handle upwards towards the ledge. Push down with your palms to lower the bassinet.
  2. To raise the bassinet, use two hands under the ledge above the height adjustment handle and apply an upward force.



**HANDLE OPERATION**



**LOWEST POSITION**



**HIGHEST POSITION**

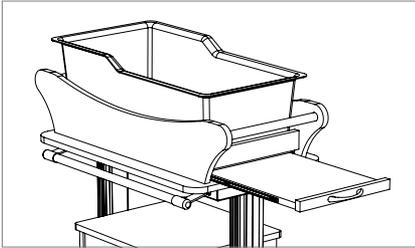
# Directions for Proper Use of Bassinet

## USE OF PULL OUT SURFACE

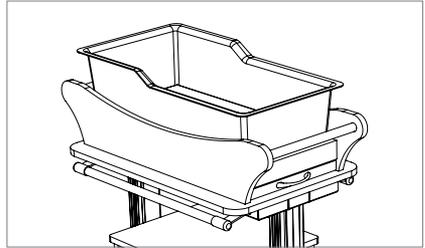
### WARNINGS

- **DO NOT** exceed the safe working load of any component of the bassinet (drawers, pull out or flip surface, bassinet, tub, mattress, chart holder).
- **NEVER** place infant/newborn on the pull out or flip surface, drawer or base.
- **ALWAYS** transport bassinet in lowest position with all drawers, doors, pull out or flip surfaces securely closed to avoid tipping hazard.

1. To open pull out surface, grasp handle and pull outward.
2. To close pull out surface, push fully inwards.



**PULL OUT SURFACE OPENED**



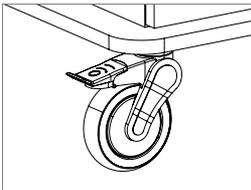
**PULL OUT SURFACE RETRACTED**

## USE OF CASTERS

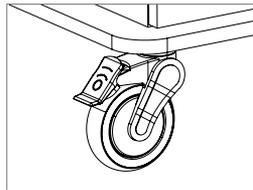
### CAUTIONS

- **DO NOT** apply the caster locks to stop the bassinet while in transport. Caster locks should only be used when bassinet is intended to be stationary.
- **DO NOT** attempt to move bassinet when casters are in locked position.

1. To lock caster, press down on the level with your foot.
2. To unlock caster, lift up on lever with your foot.



**UNLOCKED**



**LOCKED**

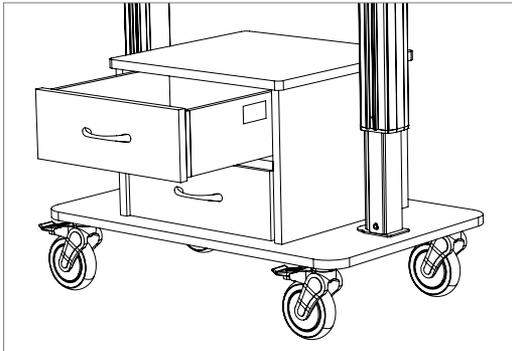
# Directions for Proper Use of Bassinet

## OPENING AND CLOSING DRAWERS

### WARNINGS

- **DO NOT** exceed the safe working load of any component of the bassinet (drawers, pull out or flip surface, bassinet, tub, mattress, chart holder).
- **ALWAYS** make sure all doors, drawers, pull outs, are fully closed and secure prior to moving to avoid tipping hazard.
- **NEVER** place infant/newborn on the pull out or flip surface, drawer or base.
- **DO NOT** have more than one drawer open at a time.
- **DO NOT** push pass through drawer to the opposite side.

1. To open drawer use the drawer handle and pull outward.
2. To close drawer push inwards. Note: for pass through drawers there is a detent in the closed position that must be aligned.
3. Always make sure drawers are securely closed before moving the bassinet.



**DRAWER**

# Directions for Proper Use of Bassinet

## TRANSPORTING THE BASSINET

 **WARNINGS**

- **DO NOT** move bassinet when any of the enclosure's sides are in the down position.
- **DO NOT** push or steer the bassinet from the sides or using the tub, or dropdown sides. Doing so may create a situation of instability that could result in injury or death. Use only the transport handles for moving and/or steering the bassinet.
- **ALWAYS** transport bassinet in lowest position with all drawers, doors, pull out or flip surfaces securely closed to avoid tipping hazard.

 **CAUTIONS**

- **DO NOT** place items on the bassinet that might impede the height adjustment.
1. Make sure all drawers and/or doors, pull outs are completely and securely closed.
  2. For Jordan Series: Confirm tub is secured in the flat position.
  3. For Lily Series: Confirm all dropdown sides are raised to their up position and secure.
  4. Ensure casters are in their unlocked position.
  5. With two hands on the transport handle move bassinet forward.

## Accessories

Item	Part Number
Mattress	BB-MAT
Bassinet Tub	BB-TUB

# Cleaning Instructions



## WARNINGS

- **DO NOT** immerse mattress in cleaning agents or disinfectants.
- **ALWAYS** make sure the mattress, tub and bassinet are completely dry before adding linens or placing an infant/newborn into the bassinet.



## CAUTIONS

- **DO NOT** clean or service bassinet when in use.

1. Lock all casters to secure bassinet.
2. Apply a mild soap and warm water solution using a low-linting cloth.
3. Wipe dry all surfaces with a lint-free cloth.
4. Ensure all surfaces fully dry before returning to service.

# Disinfecting Instructions



## WARNINGS

- **DO NOT** immerse mattress in cleaning agents or disinfectants.
- **ALWAYS** make sure the mattress, tub and bassinet are completely dry before adding linens or placing an infant/newborn into the bassinet.



## CAUTIONS

- **DO NOT** clean or service bassinet when in use.
- **ALWAYS** rinse bassinet using damp cloth with water after cleaning, and dry thoroughly. Some cleaning agents are corrosive by nature, and if not rinsed their residue can cause permanent damage.
- **CONSULT** Amico Patient Care for approved cleaning agents for your bassinet.

1. Lock all casters to secure bassinet.
2. Apply recommended disinfectant as per disinfectant's instructions. Do not soak the bassinet.
3. Rinse and wipe dry all surfaces with low-linting cloth to remove any excess liquid and disinfectant.
4. Ensure all surfaces fully dry before returning to service.

# Recommended Maintenance

Periodic inspection of this bassinet is recommended. If any damage or defects are present, the bassinet should not be used. This includes parts that may have been altered, become contaminated or are worn or missing. If any of the above are noted, immediate repair or replacement is required.

If this device is subject to improper maintenance, repair, use and/or abuse leading to malfunction of the device, replacement is the sole responsibility of the user.

# Preventative Maintenance Checklist

Inspect the following items:

- All fasteners are secure
- Work surfaces are intact and secure
- All mechanisms operate freely
- Labels are legible and properly adhered
- All casters are secure and swivel freely
- All four casters glide smoothly and are free of debris
- All locking casters lock and unlock freely
- Height adjustment mechanism operates freely
- Drawers are intact and slide freely
- Mattress is free of rips, tears, punctures and wear
- Base and Cabinetry free of damage
- Push handles are secured in place
- Tub is clean and free of cracks or damage (Jordan Series Only)
- Tub bumpers hold the tub in place securely (Jordan Series Only)
- Guard rails are secured in place (Lily Series Only)
- Dropdown sides operate properly (Lily Series Only)



## Warranty Policy - Patient Care Furniture

Amico Patient Care Corporation will warrant its Patient Care Equipment to be free from defects as stated in the warranty period mentioned below. Within this period, Amico Patient Care Corporation will replace any part which is proven to be defective, at no charge. Shipping and Installation costs after the first twelve (12) months will be borne by the Customer.

Amico Patient Care Corporation's warranties are as follows:

- Height Adjustable Overbed Tables, Bassinets (Jordan & Lily Series), Delivery Carts (Ryan Series), and Carts (Sit-to-Stand Series) - 2 years
- Casegoods, Carts, and Bassinets (Marco, Ava & Connor Series) - 5 years
- Seating - Limited Lifetime Warranty

**Note: Parts not manufactured by Amico are subject to the manufacturer's warranty. This includes, but is not limited to, all locks and accessories which have been installed on units by Amico.**

This warranty is valid only when the product has been properly installed according to Amico Patient Care Corporation specifications, used in a normal manner and serviced according to factory recommendations. It does not cover failures due to damage which occurs in shipments or failures which result from accidents, misuse, abuse, neglect, mishandling, alteration, misapplication or damage that may be attributable to acts of God.

Amico Patient Care Corporation shall not be liable for incidental or consequential damages resulting from the use of the equipment.

All claims for warranty must first be approved by Amico Patient Care Corporation's Customer Service Department at: [apc-csr@amico.com](mailto:apc-csr@amico.com) or 905.764.0800. Upon approval, the Customer Service Department will issue a Return Goods Authorization (RGA) number. An RGA must be obtained prior to commencement of any warranty claim.

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