

M38e Carts

User Manual

For Models with Electronic Lift



Elevating performance, every day.

Warnings



IMPORTANT – Indicates a situation that does not present any hazard but is very important in maintaining a well functioning workstation.



ATTENTION – Consult manual to avoid a potentially hazardous situation which may result in minor or moderate injury.



ELECTRICAL – Indicates an impending electrical hazard which, if not avoided, may result in personal injury, fire and/or death.

- The supplied power cord is rated for medical use. Connecting the cord to an outlet that is not medical grade (indicated with a green dot) will not ensure grounding protection.
- Where the integrity of the external PROTECTIVE EARTH GROUND CONDUCTOR arrangement is in doubt, the equipment shall be operated from its internal electrical power source (battery).
- Power cord, USB extension, and workstation are for INDOOR use only. **DO NOT OPERATE OUTDOORS.**
- Keep power cord away from water. **DO NOT PLUG CORD INTO OUTLET IF WET.**
- **DO NOT OPERATE PRODUCT IF WET.** If the WORKSTATION becomes wet, unplug it immediately, wipe off any excess liquid, and allow it to dry before using again.
- Inspect power cord before integration. **DO NOT USE POWER CORD IF DAMAGED.**
- Fully insert power cord plug into outlet. **DO NOT** unplug by pulling on cord. **DO NOT** remove, bend or modify any metal prongs or pins of power cord.
- **DO NOT** use excessive force to make mechanical or electrical connections.
- **DO NOT** obstruct the cooling vents.
- **DO NOT** use an electrical extension cord with your workstation.
- **DO NOT** use a flammable cleaner on the station as it can result in fire or explosion.
- **DO NOT overload the cart. Weight of all customer installed technology not to exceed 30 lbs. (13.6 kg). Weight of monitor not to exceed 15 lbs. (6.8 kg).**
- **DO NOT** operate the cart on an incline exceeding 10 degrees.
- **DO NOT** use the cart to power equipment that is not part of the configured cart system.
- **DO NOT** connect equipment that is not mounted on the cart into the power system outlets. The power system is designed for power cart mounted equipment only.
- Equipment not suitable for use in the presence of a FLAMMABLE ANESTHETIC FIXTURE WITH AIR, or WITH METERED OXYGEN OR NITROUS OXIDE.



Do not adjust lift mechanism until cart has been outfitted with technology. Failure to do so may cause the shuttle and work surface to rise rapidly when actuator is released potentially causing personal injury or damage to the cart.



To avoid potential electrical shock, **DO NOT** simultaneously touch any cart system components and the patient or any apparatus not connected to the cart system. Electric current may try to flow through you between the M38e system and the other point of contact as it seeks the easiest path to ground.

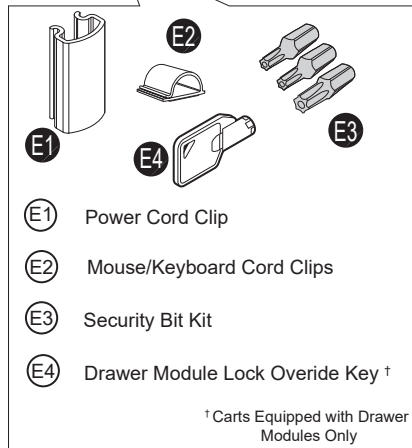
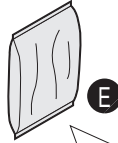
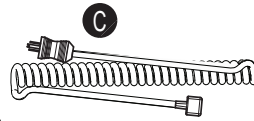
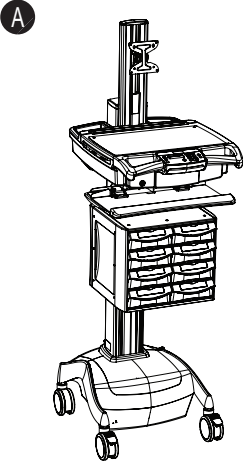
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Introduction

BOX CONTENTS

- (A) M38e Cart
- (B) Security Keys
- (C) Power Cord
- (D) M38e User Manual
- (E) Accessory Kit



Introduction

SPECIFICATIONS

Base Size	17" x 19" (43.2 cm x 48.3 cm)
Weight	Configurations starting at 100 lb (45.4 kg)
Height Adjustment	Up to 16" (40.6 cm)
Cart Height	49.3" to 65" (125.2 cm to 165.3 cm)
Keyboard Height	4.8" (12.2 cm) of vertical travel
Work Surface	17.25" W x 10.25" D (43.815 cm W 26.035 y cm D)
Casters	4" (10.2 cm) 2 locking 4" (10.2 cm) 2 locking; optional Tracking Caster 5" (12/7 cm) 2 locking; optional Tracking Caster
Keyboard Platform	Accommodates 1.75" H x 18" W x 8" D (4.5 cm x 45.7 cm x 20.3 cm) USB keyboard
CPU Cavity	17.0" x 11.25" x 3.0" (43.8 cm x 28.575 cm x 7.62 cm) 15.25" x 13.25" x 3.0" (38.735 cm x 33.655 cm x 7.62 cm)
LCD Monitor Mount	15 lbs (6.8 kg) max. 24" Monitor max.
Power Cord	2.5 ft (.75 m) hospital grade spiral cord – extends to 8 ft (2.4 m), recharges on board technology, 120/240 VAC, 6.3 A, 50/60 Hz
Power Strip	NEMA X3 Multiple Socket Outlet
UPS input	120 Vac, 5.1A (fused) North America 230 Vac, 2.5 A (fused) International Models
UPS output	120 Vac @1.25 A
Sealed Lead Acid (SLA) Battery	35 or 55 Ahr/12 V AGM (fused battery output) 12 Ahr (non-powered cart)
Lithium Battery	U1-12Vdc @ 512 Wh (fused battery output)

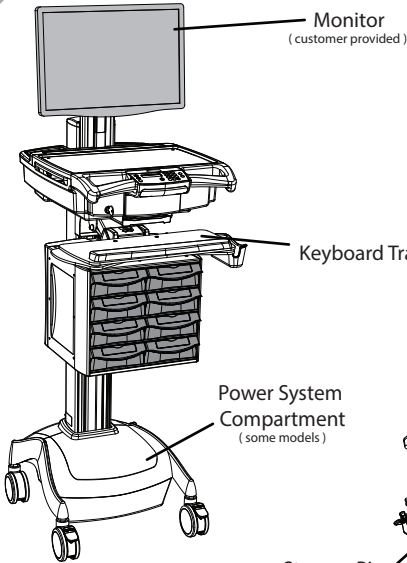
STATEMENT OF USE

The M38e Mobile Computer Cart is designed and manufactured by Capsa Healthcare. Capsa Healthcare is dedicated to providing innovative quality products. Our goal is to increase the capacity to care by improving productivity, ergonomics and compliance while enhancing your facility image.

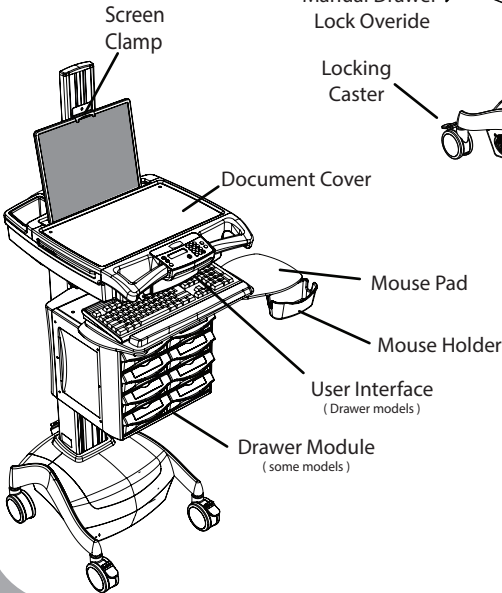
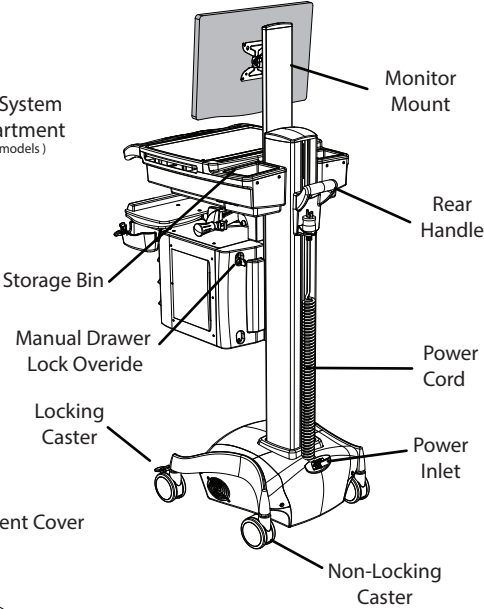
- The M38e Mobile Computer Cart is a mobile computing workstation cart designed for safe use in general patient areas for the purpose of clinical data entry and retrieval and medication delivery
- The M38e Mobile Computer Cart is not intended for home use
- The M38e Mobile Computer cart has no potential electromagnetic or other interference risks when operated according to guidelines covered in this instruction manual

Introduction

OVERALL VIEW



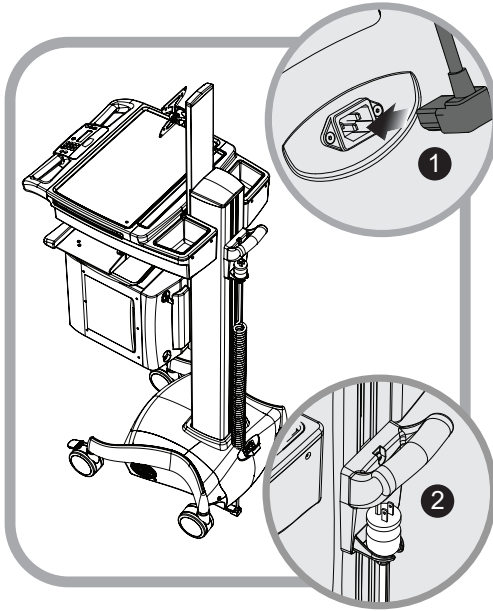
LCD Cart Configuration



Laptop Cart Configuration

Get Started

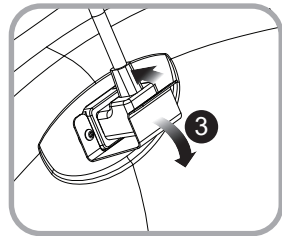
INSTALL THE POWER CORD



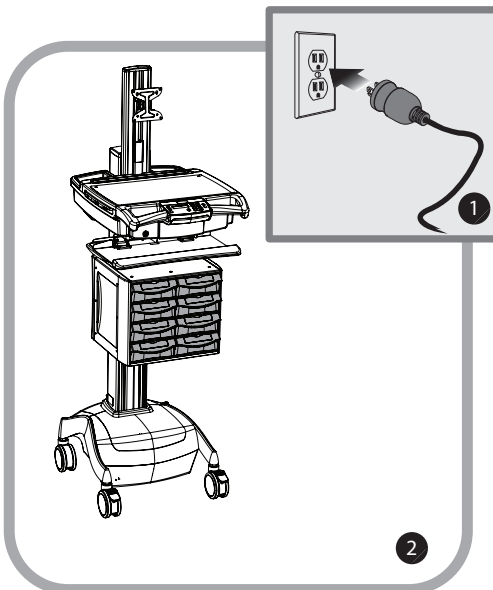
Install the power cord.

1. Plug the power cord into the power inlet as shown.
2. Place the plug in the cord holder.

Note: If the cart has a cord retainer clip installed, flex the front of the clip down and plug in the cord.



CHARGE THE BATTERY



When a cart is new, or has been removed from service for more than 30 days, the battery will need to be conditioned.

To condition the battery:

1. Plug in the power cord.
2. Leave the cart plugged in for approximately 8 hours.

Note: The initial touch screen charge indicator reading may be incorrect. Charge the cart for 8 hours to ensure that the battery is at full charge and that the charge indicator is set to the correct level of charge.

Setup

SETUP PROCEDURE

1. De-energize the M38e cart (refer to pages 18-19).
2. Remove the storage bins.
3. Remove the work surface.
4. Install the keyboard and mouse.
5. Install any technology devices
 - Monitor
 - CPU or laptop
 - USB hub
6. Test and Troubleshoot the installation
 - Make sure all connections are correct
 - Power the M38e cart
 - Start the technology devices and troubleshoot as necessary
 - Configure the technology devices to power on when the cart is powered on
7. Replace the work surface and storage bins.
8. Adjust lift mechanism preload on carts equipped with the manual surface lift.
9. Configure the control system.

The M38e cart is now ready for use.



To fully shut down a non-powered cart:

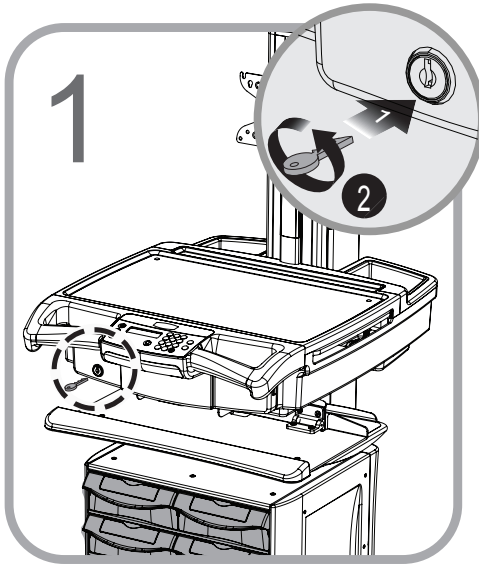
1. Unplug the power cord.
2. Position the battery cut-off switch to the **Off** position.



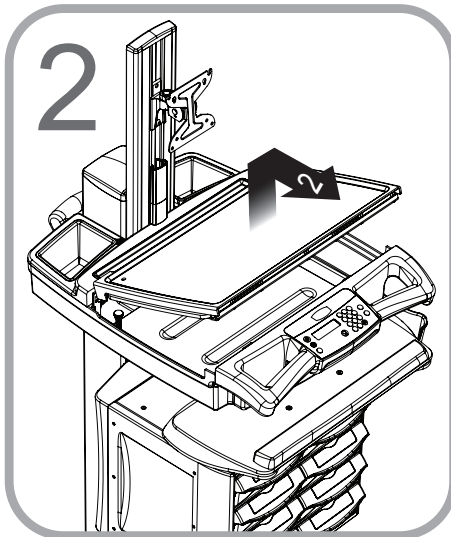
Observe local safety procedure (e.g., lock out/tag out) to ensure that cart remains de-energized during maintenance and cleaning cycles.

Setup

REMOVE THE WORK SURFACE



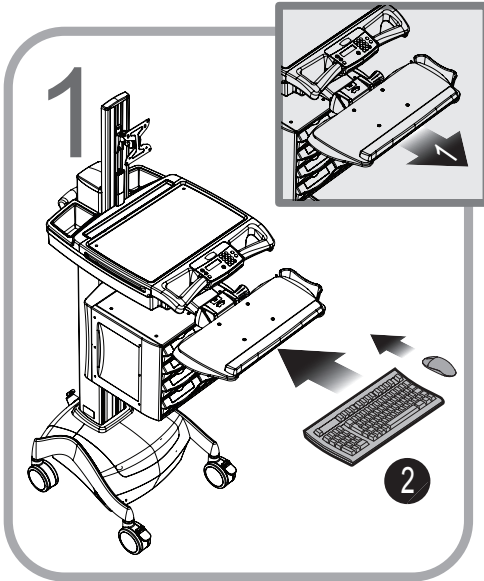
1. Insert the security key in the lock as shown.
2. Turn it counterclockwise to unlock the work surface.



1. Lift the front of the work surface and pull it toward you.

Setup

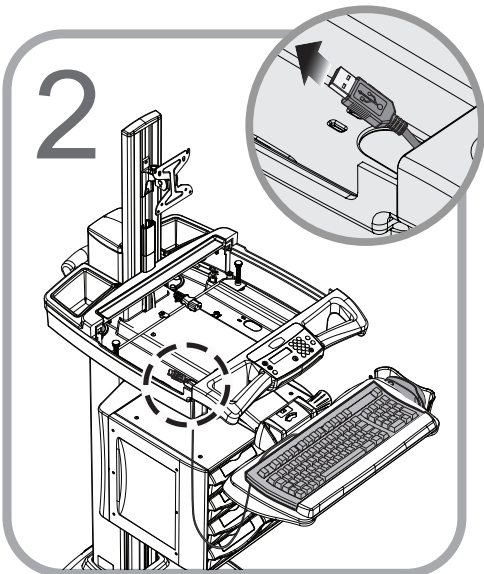
INSTALL KEYBOARD AND MOUSE



1. Grasp the front edge of the keyboard tray and pull it toward you to extend the keyboard tray.

Note: For units equipped with the premium keyboard mount (refer to page 17 for more information).

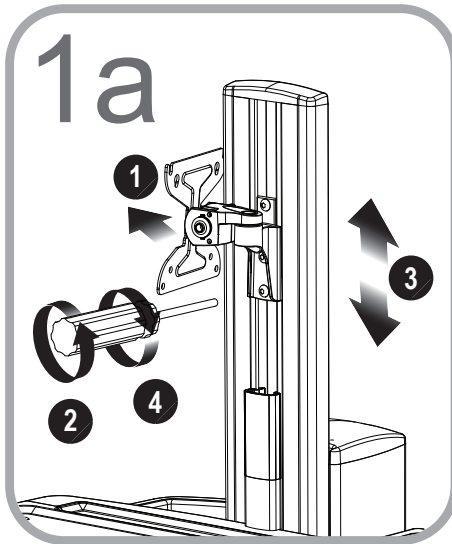
2. Place the keyboard and mouse on the keyboard tray.



1. Route the keyboard and mouse cables through the front holes of the technology tray and under the laptop tray.
2. Secure the cables with cable ties using the smaller pass through holes provided.

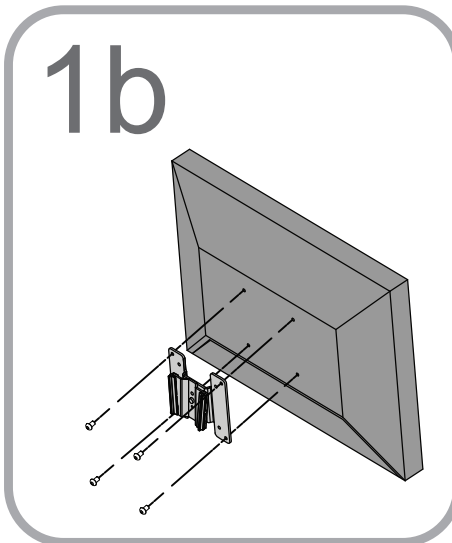
Setup

INSTALL THE MONITOR



For pivoting monitor mount:

1. Pivot the mount head to allow access to the mounting holes. Assemble the mount to the T-Nut in the sliding track of the column with the screws provided.
2. To adjust the height of the mount, loosen the T-Nut screws.
3. Slide the T-Nut and the mount to the desired height on the column.
4. Tighten all of the screws to secure the mount into position. Use the mounting screws provided with the monitor to attach the monitor to the mount faceplate.



For non-pivoting monitor mount:

Use the mounting screws provided with the monitor to attach the monitor mount to the monitor.

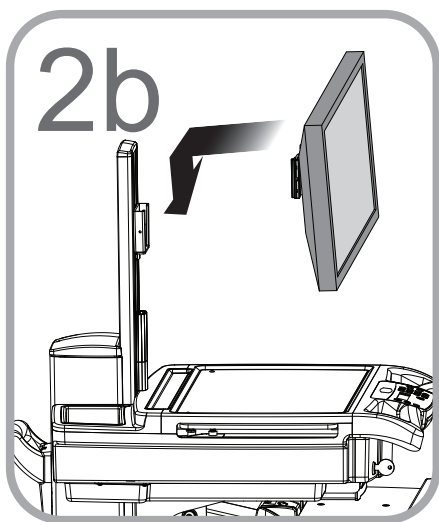
Note: The mounting holes may need to be enlarged to accommodate the monitor mounting screws.

Note: If mounting screws are not provided along with the monitor, refer to the monitor documentation for the correct mounting screw size.

Note: It may be easier to connect the monitor cables while the monitor is off the M38e cart.

Setup

INSTALL THE MONITOR

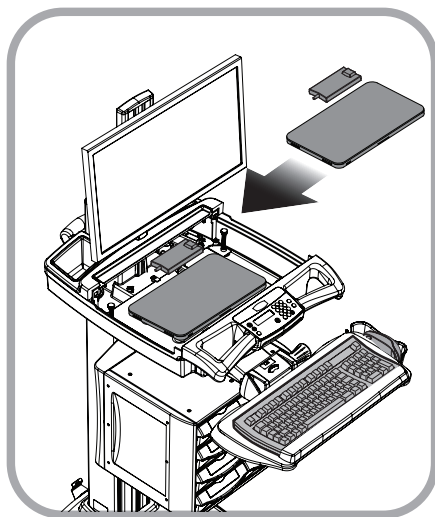


1. Insert the monitor/mount assembly onto the column mount.
2. Install the monitor cables if they haven't been already.
3. Route the cables to the technology tray.
4. Plug the power cord into the power strip.



Note: Ensure full movement of the monitor mount! To avoid damage to the monitor connections, verify there is enough cable slack to allow for full rotation of the mount and that accessories do not interfere with the range of motion.

INSTALL A THIN CLIENT OR CLOSED LAPTOP



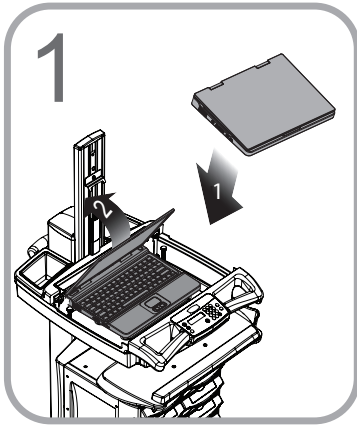
1. Place the laptop/thin client and power supply in the technology tray.
2. Connect the cables.
3. Plug the power cord into the power strip.

Note: To operate the task light or monitor the power supply, connect the cart USB cable to the computer or a powered USB port or hub.

Note: A small form-factor computer may be mounted to the rear column. Contact Capsa Healthcare for more information at:
customer.service@CapsaHealthcare.com
or 800-437-6633 for more information.

Setup

INSTALL A LAPTOP COMPUTER



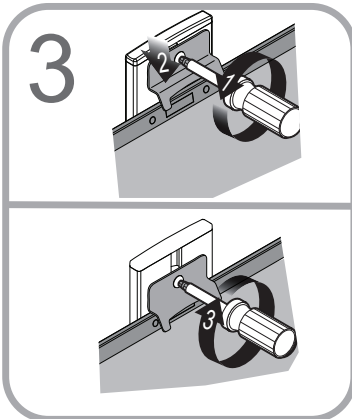
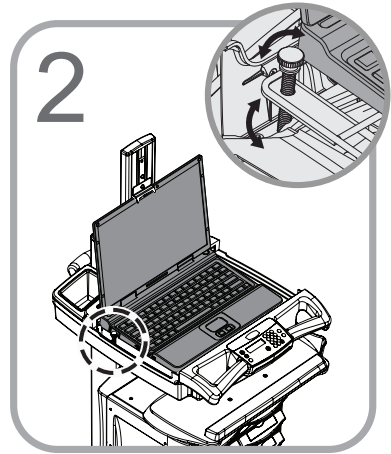
1. Place the laptop on the wire-form platform.
 - Connect the cables to the laptop
 - Plug the power supply into the power strip

Note: Use self-adhesive hook and loop material to anchor the laptop to the platform.

Note: to operate the task light on a non-powered cart, plug the black USB cable into a powered USB port or hub.

2. Open the laptop and rest the lid against the column.

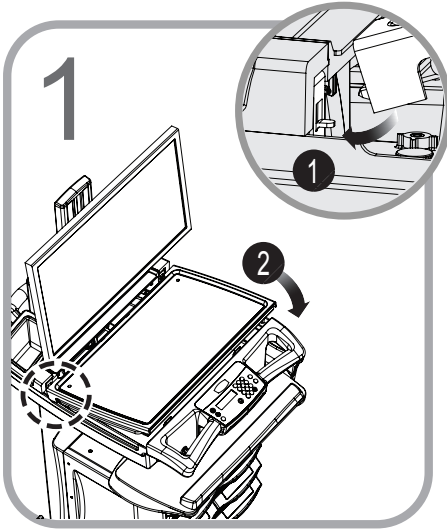
Note: Use the thumb screws to raise the rear of the laptop platform so the bottom of the screen will be visible when the work surface is installed.



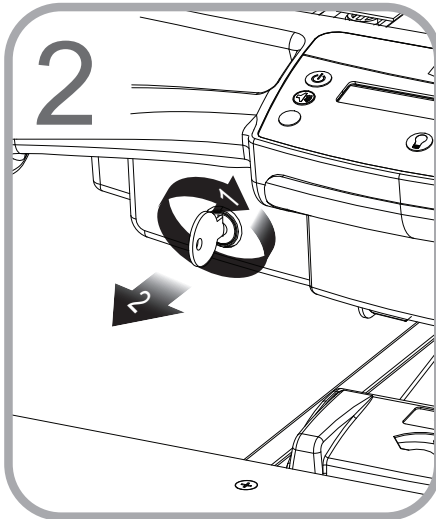
1. Loosen the monitor clamp screw.
2. Lower the monitor clamp until it contacts the top of the monitor as shown.
3. Tighten the monitor clamp screw.

Setup

INSTALL THE WORK SURFACE



1. Align the work surface rear pins with the openings on the brackets of the technology tray as shown.
2. Lower the front of the work surface and engage the latches at the front of the technology tray.



1. Turn the security key clockwise to lock the front latch.
2. Remove the security key.

Setup

CONFIGURE THE CONTROL SYSTEM

The electronic drawer control system offers a number of configurable features which aid cart and fleet management. The cart interface configuration software application, manual and drivers are available for download at – www.capsahealthcare.com.

Control system features available for configuration are listed below:

Keyless Entry System PIN Number Management – The drawer control system stores up to 128 PIN numbers. PIN numbers control the locking mechanism for the storage and side mounted drawer modules.

Keyless Entry System Auditing – The drawer control system keeps a rolling log of PIN transactions listed by PIN number. Log data can be exported for off-line review.

Asset ID/Tagging – The **cart name** and **serial number** are provided for asset management. The **Serial** number is entered into the controller at manufacture and may only be viewed with the configuration software. The **cart name** is displayed on the LCD and is configurable with the with the software application.

Timers – The configuration software sets timers for the following:

- Drawer Lock-Down Time 1 - 255 seconds
- Keyboard Light Time-out 1 - 255 seconds
- LCD Backlight Time-out 1 - 99 seconds

Power Alert/Power Management Applications

The optional battery/power supply monitoring software application may be installed on the (customer supplied) installed computer. This software monitors battery usage and provides an indication of the current physical condition of the battery. The monitoring software also logs data log to either the installed computer or user's network depending on the configuration. The Power Alert/Power Management applications are available for download at: www.capsahealthcare.com.

Operation

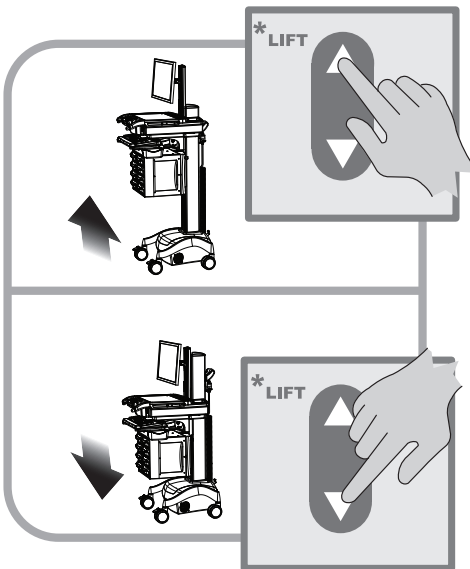
QUICK START PROCEDURE

Good practice for starting the M38e cart is as follows:

1. Turn on the cart (refer to pages 18-19).
2. Note the condition of the battery (the cart may need to be plugged in - refer to page 23).
3. Move the cart to the desired location:
 - Unplug the cart from the wall outlet
 - Place the plug in the cord holder
 - Unlock the casters
 - Move the cart
4. Lock the casters.
5. Adjust the work surface height (refer to the section below).
6. Enter Your PIN to unlock the drawers (refer to page 24).
7. Set work light as needed (refer to page 21).
8. When you finish your work cycle return the cart and plug it in to charge.

Note: Plug the cart into an electrical outlet where it will be left unattended for a length of time.

RAISE AND LOWER THE WORK SURFACE



Note: Make certain the work surface, drawer module or keyboard tray will not hit obstructions above or below cart.

Raise and lower the work surface as follows:

To raise the work surface:

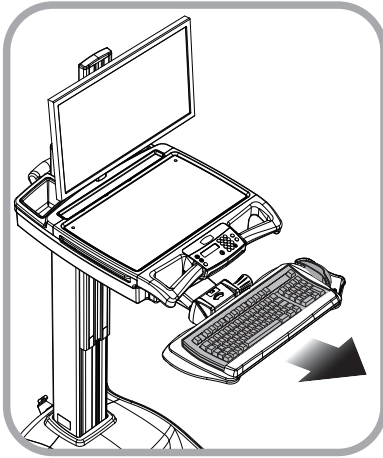
1. Press and hold down the up arrow button as shown.
2. Release the up arrow button when the work surface moves to the desired location.

To Lower the work surface:

1. Press and hold down the down arrow key as shown.
2. Release the down arrow button when the work surface moves to the desired location.

Operation

PREMIUM KEYBOARD MOUNT



To extend the keyboard tray, pull the keyboard tray toward you until it stops.

To retract the keyboard tray, push in on the keyboard tray until it stops.

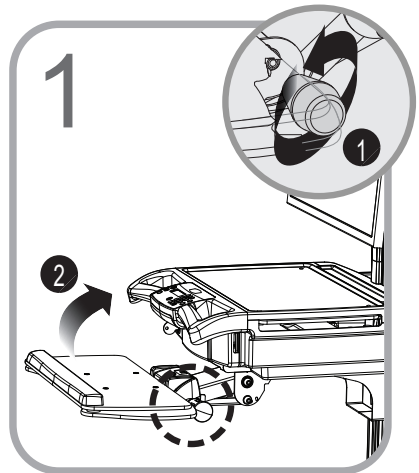
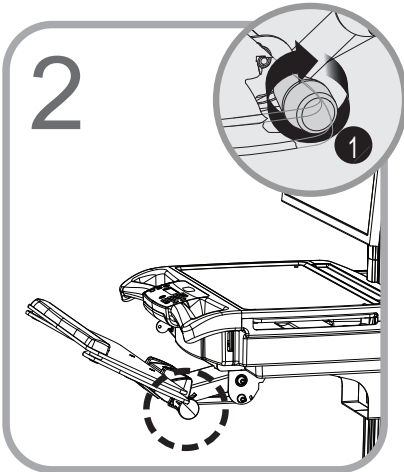
To extend the mouse pads, grasp the edge of the mouse pad and twist it to the open position.

To retract the mouse pads, push the front edges inward to the closed position.

Raise, Lower, and Tilt the Keyboard Tray

The premium keyboard tray mount may be adjusted to position the keyboard for maximum comfort while sitting or standing. Adjust the position of the keyboard as follows:

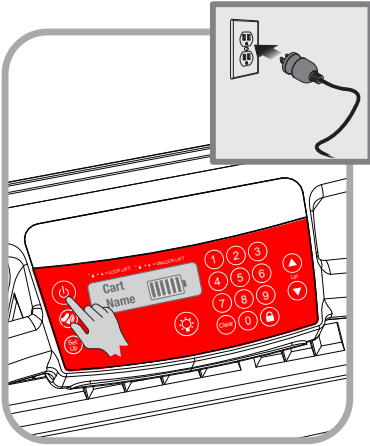
1. Turn the keyboard mount locking knob (1) counter clockwise to free the keyboard mount.
2. Grasp the keyboard tray (2) and position the keyboard as desired.




3. Turn the keyboard mount locking knob (1) clockwise to lock the keyboard mount in position.

Operation

POWER ON/POWER OFF AC POWERED CARTS

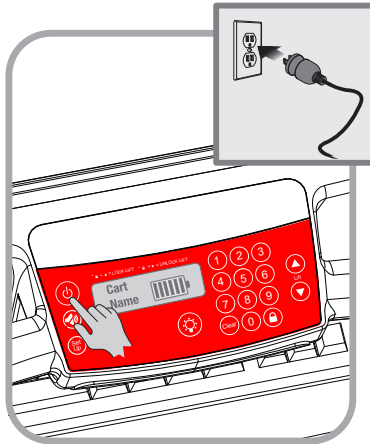


To turn on the M38e cart:


1. Plug in the power cord.
2. Press and hold the **Power** button  for 3-5 seconds.

Note: The UI displays the battery condition and the keypad will function.

Note: Plug the cart into an electrical outlet when it will be left unattended for any length of time.



To turn off the M38e cart:

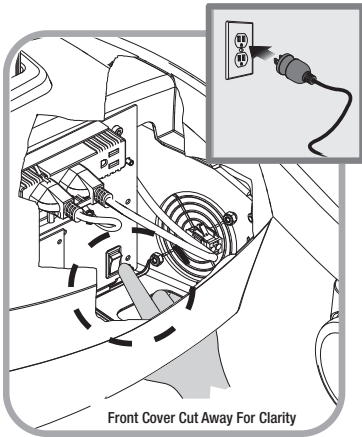
1. Unplug in the power cord, and place it in the cord holder.
2. Press and hold the **Power** button  for 3-5 seconds.

The UI goes dark or blank and the keypad will not function. Cart power to all devices plugged into the cart power system is turned off.


The cart is now electrically de-energized.

Operation

POWER ON/POWER OFF NON-POWERED CARTS



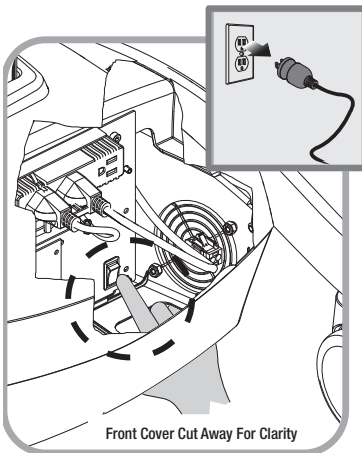
To turn on non-powered carts:

Note: The **Power** button  is not used by the non-powered control system. The battery cutoff switch serves as the power switch.

1. Turn on the battery cutoff switch as shown.
2. Plug in the power cord.

The UI will display the battery condition and the keypad will function.

Note: Plug the cart into an electrical outlet where it will be left unattended for a length of time.



To turn off the non-powered carts:

1. Unplug in the power cord.
2. Turn off the battery cutoff switch.

The UI goes dark or blank and the keypad will not function. Cart power to all devices plugged into the cart power system is turned off.

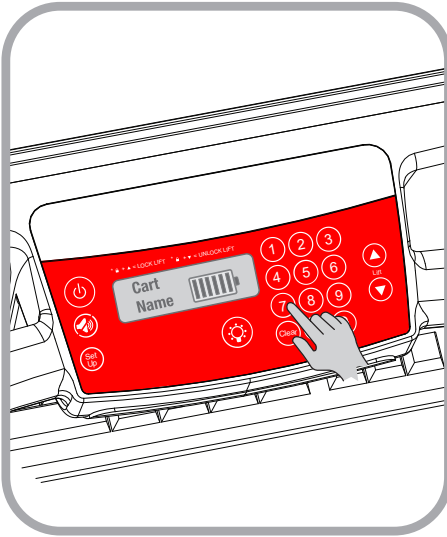
The cart is now electrically de-energized cleaning or maintenance.

Note: The M38e cart should only be powered off for the following conditions:

- The audible alarm cannot be muted
- When the cart will not be used for an extended period (the cart is placed in storage)
- For maintenance
- If the cart is moved to a different facility

Operation

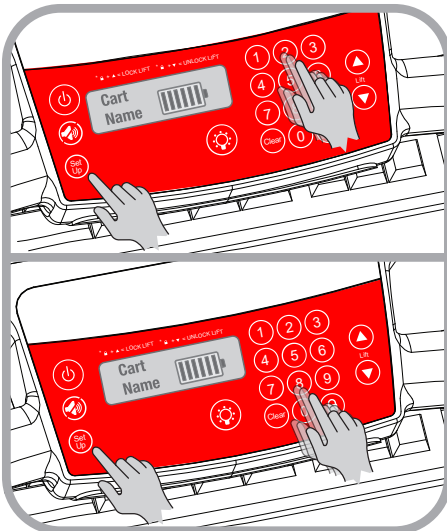
USER INTERFACE (UI)



Storage module carts are configured with an electronically controlled locking medication drawer module.


The module is controlled by the User Interface (UI). The UI controls the keyboard light, drawer control system, power supply, E-Lift, PIN entry and drawer lock.

LCD CONTRAST



The LCD level of contrast is adjusted as follows:

To increase the contrast:

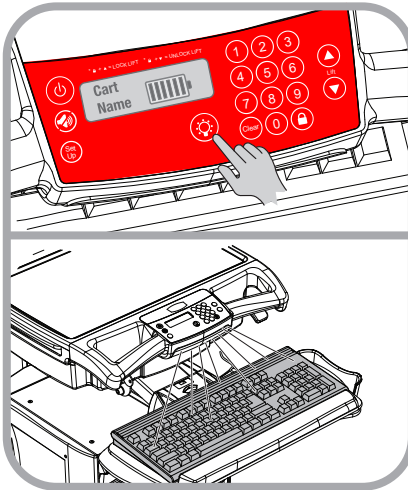
1. Press and hold down the **Setup**  key.
2. Repeatedly press the **2** key (the up arrow) key until the display shows the desired level of contrast.

To decrease the contrast:

1. Press and hold down the **Setup** key.
2. Repeatedly press the down arrow key until the display shows the desired level of contrast.

Operation


KEYBOARD LIGHT



A keyboard light is included to enhance cart usability in darkened patient areas. The keyboard light that is operated by using the **Light** button located on the membrane keypad at the front of the cart.

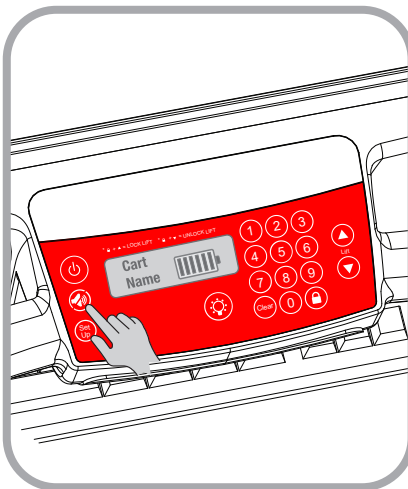
The keyboard light is designed to illuminate the keyboard in the extended position. When the keyboard tray is retracted, the keyboard light will illuminate the floor in front of the cart.


To use the keyboard light:


- Press the **Light** button  to turn on the keyboard light.
- Press the **Light** button again to turn off the keyboard light.

Note: The keyboard light will turn off automatically when the keyboard light timer counts down to zero.

MUTE BUTTON



The **Mute** button  is used to silence the power system audible alarm.

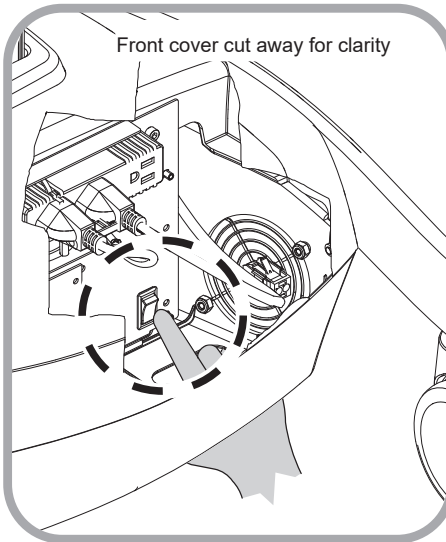
To mute the audible alarm, press and hold down the **Mute** button  until the alarm is silenced.

Note: When the battery is at 10% (1/8) charge or less, the audible alarm will sound again after a minute when the mute button is used until the power system is turned off or the cart is plugged in to charge the battery. Failure to plug-in or turn off the power system will damage the battery.

Note: Do not allow the battery charge to drop below 20%. The battery may lose the ability to recharge.

Operation

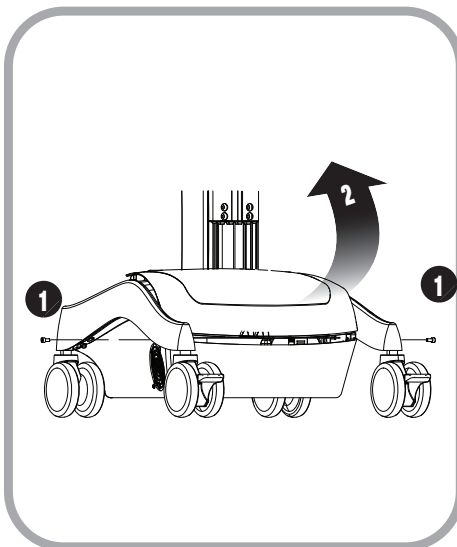
BATTERY CUTOFF SWITCH (NON-POWERED CONTROL SYSTEM)



Non-powered carts configured with electronic expansions are fitted with the battery powered non-powered control system. The control system design includes a battery cutout switch to de-energize the control system for maintenance, storage, and shipping.

New M38e carts are shipped in the de-energized state, with the cutout switch off. The cutout switch must be switched on as shown in order to power on the cart. There are two methods to access the cutout switch.

The easiest method is to reach under the cart and switch on the cutoff switch through the opening at the bottom of the cart as shown.



For those who are unsure of where the switch is located:

1. Remove the 2 front cover screws (1) from base of the cart.
2. Lift and remove the front cover from the base as shown.
3. Turn the cutoff switch on from above. The cutoff switch is located as shown above.
4. Replace the front cover (2) and screws (1).

The cart is ready to power on.

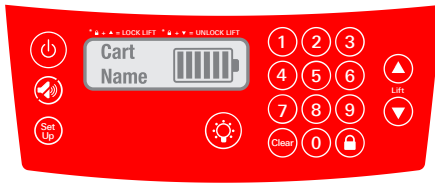
Operation

Powered Drawer Expansion LCD User Interface

The LCD displays a graphic battery gauge. The interior of the battery graphic displays 6 bars to indicate charge level.

Charging - The indicator bars scroll to indicate charging

Recovery - The LCD will darken




The condition of the battery gauge bars and audible alarm for corresponding levels of battery charge are listed in the table below.

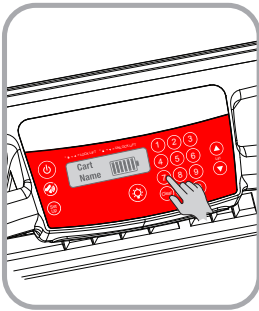
Approximate Battery Charge Level	1	2	3	4	5	6	Low Battery Alarm
>83%-100%	On	On	On	On	On	On	Off
>65%-83%	On	On	On	On	On	Off	Off
>49%-65%	On	On	On	On	Off	Off	Off
>33%-49%	On	On	On	Off	Off	Off	On
>16%-33%	On	On	Off	Off	Off	Off	On
>0%-16%	On	Off	Off	Off	Off	Off	On

Operation

DRAWER MODULES

Drawer Locks

The drawers are accessible when a valid personal identification number (PIN) is entered into the controller. A user may lock the drawers by either pressing the **Lock**  button or by waiting until the drawer lock timer counts down. The electronic drawer lock will not function when the battery is dead, conditioning, or if the cart is electrically de-energized. When there is no power to the drawer module, open the drawers by using the manual lock override that is located at the rear of the drawer module.

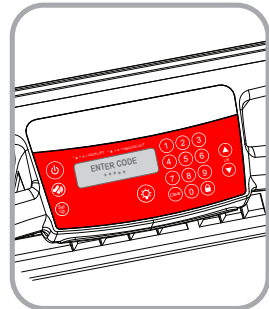


Enter A PIN

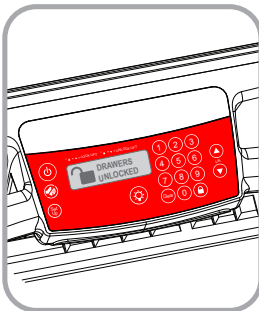
Press the number keys (1-0) to enter the 4 digit PIN code.

Note: The factory default PIN is 8034.

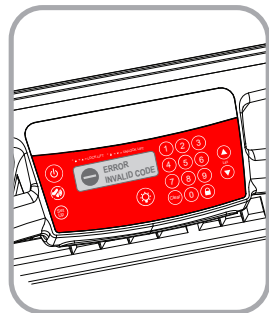
As you enter digits a ***** symbol is displayed to indicate that a digit has been entered into the controller.



If the 4 digits entered are a valid PIN, the drawer module will unlock, and the **Drawers Unlocked** message will be displayed.

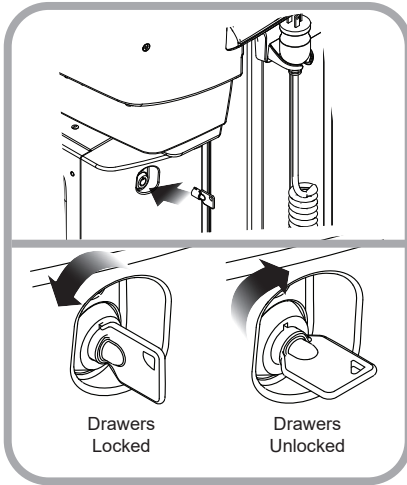


If the digits are not a valid PIN, the **Error Invalid Code** message is displayed for a short time, then the displays changes to the battery monitor.



Operation

DRAWER MODULES



Manual Drawer Lock

Use the manual drawer lock override as follows:

1. Insert the lock override key into the lock located on the rear of the drawer module.
2. Turn the key clockwise to open the drawers.

The key cannot be removed while the drawers are unlocked.

3. Turn the key counterclockwise to lock the drawers and remove the key.

The drawers are locked, the key may be removed from the lock.

Drawer Labeling

Drawers are equipped with a dual labeling system that is located on the drawer pull. There are Wet-erase labels located beneath the clear label guard (white for locking drawers, gray for non-locking). Also, the label guard forms a pocket which accepts a 4 1/8" (10.5 cm) X 7/8" (2.2 cm) paper or card label.

Label the drawers in the following manner:

Wet-erase labels

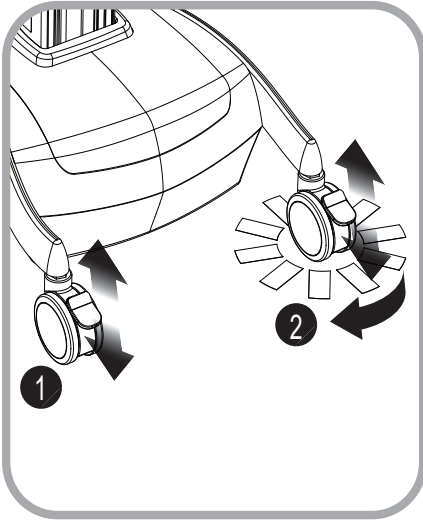
1. Remove the clear plastic label guard.
2. Use a wet erase marker (Expo® Vis-a-vis® or equivalent) to label the drawer.
3. Replace the label guard.

Paper labels

1. Cut out and print a sufficient number of 4 1/8" X 7/8" labels.
2. Insert the label between the label guard and the dry erase surface.

Operation

CASTERS



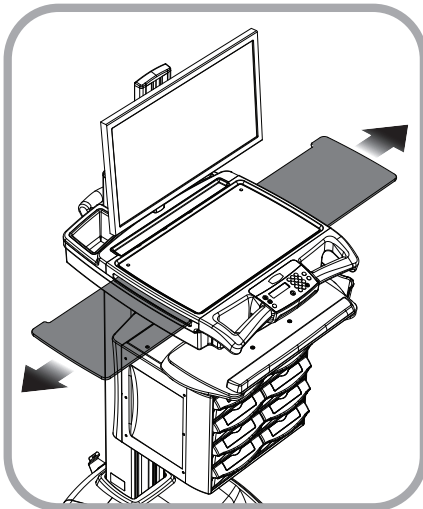
To operate braking casters:

1. Lower the tab with your toe to lock a caster.
2. Lift the tab with your toe to unlock a caster.

To operate tracking casters:

1. Lower the tab with your toe to engage tracking feature.
Note: When the tab is lowered, the tracking caster will align to the nearest angle position.
2. Lift the tab with your toe to disengage the tracking feature.

BIDIRECTIONAL WORK SURFACE



To extend the bidirectional work surface:

- Pull the end of the bidirectional work surface in the desired direction.

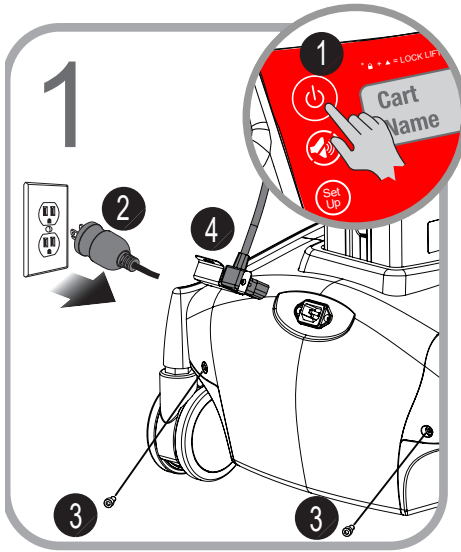
Note: You may have to push the opposite end of the work surface into the tech box in order to get a hand hold.

To Retract the bidirectional work surface:

- Push the exposed end of the bidirectional work surface until it is flush with the side of the tech box.

Maintenance

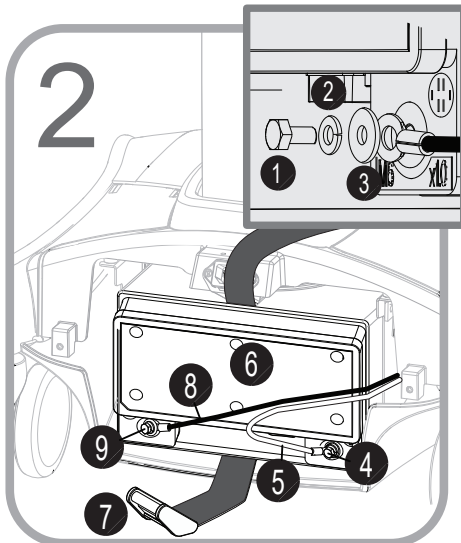
REMOVE AND REPLACE THE BATTERY



Shut down the M38e cart and remove the rear cover:

1. Unplug the M38e cart from the wall outlet.
2. Press and hold down the **Power** button (1) for approximately 2 seconds to turn off the M38e cart.
3. Remove the power cord (2) from the rear of the M38e cart.
Note: If cart is equipped with cord retaining clip, remove 2 screws and cord retaining clip.
4. Use a 4mm hex key wrench to remove 2 screws (3) and battery cover (4) from the rear of the M38e cart.

Reverse these steps to replace the rear cover and power cord.



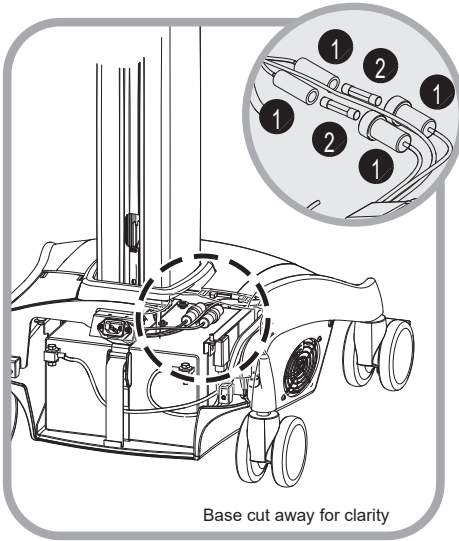
Remove the battery:

1. Unbuckle the web belt (7).
2. Remove bolt (1), lock washer (2), washer (3), and **Red** cable (5) from positive battery terminal (4).
3. Remove bolt (1), lock washer (2), washer (3), and **Black** cable (8) from negative battery terminal (9).
4. Remove battery (6) from the M38e cart.

Reverse these steps to install the battery.

Maintenance

REMOVE AND REPLACE THE INPUT POWER FUSES



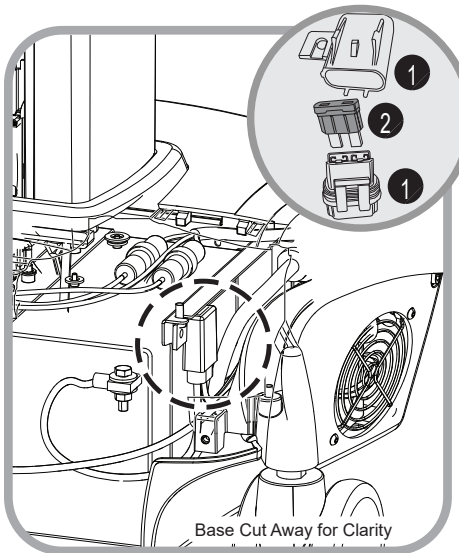
Shut down the M38e cart, remove the rear cover, remove the battery, remove and replace the fuses:

1. Shut down the M38e cart and remove the rear cover.
2. Remove the battery as directed on page 27 of this manual.
3. Twist open fuse holders (1) and remove fuses (2). Discard blown fuses.

Replace fuses with Eaton Bussmann® AGC-6 or equivalent.

Reverse these steps to reassemble the cart.

REMOVE AND REPLACE THE BATTERY POWER FUSE



Shut down the M38e cart, remove the rear cover, remove the battery, remove and replace the fuses:

1. Power down the M38e cart and remove the rear cover as directed above.
2. Remove the lower half of battery fuse holder (1) as shown.
3. Remove fuse (2). Discard blown fuse.

Replace fuse with Littelfuse® ATOF # 0287030 or equivalent.

Reverse the order of these steps to reassemble the cart.

Preventative Maintenance

INSPECTION CHECKLIST

To protect optimal performance, Capsa Healthcare recommends a periodic inspection and preventative maintenance of your computing cart fleet. These simple steps can safeguard against breakdowns and help you realize uninterrupted workflow and cart availability.


Items	Action	Benefit
Power supply	Check voltage and current output to original power supply specifications. Inspect fan and airflow for dust and lint buildup.	Helps prevent unexpected power failures and ensures proper airflow to power system for cooling.
AC power cord, fuses, and internal cables assemblies	Inspect wires and components for any damage; ensure there are no loose connectors.	Identifies potential safety issues, extends life of battery, ensures consistent recharging and optimizes workstation runtime.
Battery	Check if battery voltage is within normal operating range. Check battery cable connectors for correct tightness; terminals are free of corrosion.	Extends life of battery and supports consistent performance.
Casters	Check casters for proper tightness, ensure casters are free of dirt and grime and operate smoothly.	Mitigates risk of injury due to loose casters. Ensures proper maneuverability of workstation.
Inspect base covers and hardware	Check for loose or broken covers.	Ensures proper airflow and power system cooling. Prevents unexpected power failure; mitigates chance for interrupted workflow and clinical processes.
Inspect keyboard tray movement	Check range of keyboard tray for full field of motion and stability.	Proper adjustment supports ergonomic capability that meets unique requirements of multiple users.
Inspect work surface area	Inspect work surface for cleanliness and damage.	Promotes proper infection control practices and maintains protected area for internal electrical components.

Preventative Maintenance

INSPECTION CHECKLIST

Items	Action	Benefit
Inspect height adjustment, electrical or manual	Check height adjustment for proper function, including full range of motion.	Facilitates simple height and ergonomic adjustments; ensures comfortable use by clinical staff.
Inspect keyboard light	Check all lighting and switch operation; confirm lights function properly.	Supports proper lighting for reading, work surface tasks, and safe cart maneuvering in low light environments.
Inspect User Interface (including storage module functions)	Check proper functionality of all cart controls.	Functional controls allow users the full benefit of the cart features and capabilities.
Inspect all bins and drawers	Check functionality of bins and drawers including locking function.	Smooth operation of bins and drawers provides secure, organized storage.
Inspect mounted accessories	Check for secure fit to mount area and tighten if necessary.	Ensure stable accommodation of peripheral device holders and other accessories and supplies.

Troubleshooting

Problem	Solution
Cart Will Not Power Up	Plug the power cord into a working hospital grade outlet.
	Verify the power cord is securely plugged into the back of the cart.
	Check to see if the Power System Interface (PSI) is charging when it is plugged in.
	If the charge level is critically low (20% or less) allow the cart to fully charge.
	If the cart does not start, verify the PSI cables are seated properly.
Cart Will Not Charge	Verify the external spiral cord is plugged into the base of the cart.
	Ensure outlet is functioning properly.
	Plug the power cord into a working hospital grade outlet.
	Verify the power cord is securely plugged into the back of the cart.
	Check to see if the PSI indicates the station is charging when plugged in.
	If the charge level is critically low (20% or less) allow the cart to fully charge.
	If the cart still does not charge, verify the PSI are seated properly.
Audible Alarm Will Not Turn Off	When the battery capacity remaining reaches approximately 10%, the audible alarm will sound. The alarm may be muted for 1 minute. Until the cart is plugged in to charge, the audible alarm will continue to sound every minute.
	If the alarm fails to sound after plugging in the cart for several minutes, power down the unit by holding the On/Off button  for 2 seconds.
Cart Is Hard To Push	Verify the caster locks are in the unlocked (up) position.
	Examine the casters for any foreign debris.
Keyboard Tray Will Not Raise or Lower	Inspect for cable obstructions.
	Adjust the keyboard arm tray knob counterclockwise to loosen.
	Adjust the keyboard arm tray knob clockwise to tighten.
Keyboard Light Does Not Work for Non-Powered Version	Make sure the USB cable is plugged into the laptop.
Keyboard Light Does Not Work for Powered Cart	Verify the powered USB hub is plugged into the power supply (green light indicator).
	Ensure the USB cable is plugged into the hub.

Troubleshooting

Problem	Solution
Mouse Does Not Work Properly (Powered Cart Only)	Verify the powered USB hub is plugged into the power supply (green light indicator)
	Make sure the mouse is plugged into the USB hub
	If the problem persists, plug the device into another cart to see if it functions properly
Keyboard Does Not Work Properly	Ensure the USB hub is powered and plugged into the power supply (green light indicator)
	Make sure the keyboard is plugged into the USB hub
	If the problem persists, plug the device into another cart to see if it functions properly
Computer Does Not Work Properly	Check that computer has power
	Check the battery charge. If it is less than 20%, recharge the battery.
	If problem persists, plug device into another cart to see if it functions properly

Service

SERVICE REQUEST

Contact your IT department, or file a service request at our website:
www.capsahealthcare.com.

SERVICE LEVEL COMMITMENT

Capsa Healthcare is committed to providing best-in-class service. This document details our standard warranty and instructions for requesting service using our customer support system.

Capsa Healthcare will provide a service manual upon request.

Cleaning



CAUTION: Due to the close proximity of electrical power and equipment, flammable cleaners should never be used on the cart!

- Verify that your cart is powered down and unplugged from the wall outlet before cleaning
- Allow your cart to dry completely before plugging the power cord into a wall outlet
- When cleaning the cart, wipe off the surface with a damp cloth and thoroughly dry
- Never immerse the cart or its components in liquid or allow liquids to flow into the cart
- Never use steel wool or other abrasive materials as these could damage the surface finish
- Before using any cleaner on the cart, first test on a small area to ensure that the surface is not harmed.
- These guidelines cannot guarantee infection control. The hospital's Infection Control administrator should be consulted for cleaning procedures and processes.

RECOMMENDATIONS

- Clean plastic components with diluted, non-abrasive solutions. Suggested cleaners are: water, soap, diluted bleach and alcohol solutions.
- Remove pen and dry erase marker stains with a soft cloth and 91% isopropyl alcohol
- Remove iodine stains with a soft cloth and any of the cleaners suggested above
- **DO NOT** use the following chemicals to clean your cart: acetone, mineral spirits, abrasive cleansers, paint thinner or any other harsh or toxic chemicals

CLEANING OF HIGH TOUCH POINT ITEMS

- The work surface is fully removable to facilitate cleaning.
- The document protector is removable (pull up on the back corners). To refasten, press the nylon fastener into the hole in the work surface. This is a replaceable item.
- The back handle is fully removable.
- Rear bins can be removed by grabbing the outside edge of the bin and lifting up.
- The keyboard tray and mouse pads are composed of melamine resin and are easy to wipe down.

Warranty

LIMITED WARRANTY FOR M38E COMPUTER CART

Capsa Healthcare is pleased to offer a three-year warranty on durable components and a three-year warranty on electronic components.

If, during the warranty period, this Capsa Healthcare product proves defective in materials or workmanship under normal use by the original purchaser, please contact Capsa Healthcare technical support (please be ready to furnish complete information, including the product serial number, description of the issue and full contact information). Capsa Healthcare will determine, at its sole discretion, how to best address your warranty issue, which may include sending you a replacement part covered under warranty or for sale. Capsa Healthcare reserves the right to require proof of purchase prior to honoring any warranty request. This warranty does not cover product abuse, improper or lack of maintenance or cleaning, modification, integration with third party products, improper storage, failure to adhere to product instructions, improper operation or misuse. Examples of misuse include, but are not limited to: improper battery charging / discharging behavior, over stuffing of drawers and side bins, use of sharp objects on user interface screens or keypads, improper handling of and over stressing power cords, spilling liquids on product or exposure to harsh elements including temperatures and moisture outside the operating and storage specifications. CAPSA HEALTHCARE SHALL NOT BE LIABLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES WHATSOEVER. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to you. This warranty gives you specific legal rights and you may also have other rights which vary from state to state or country to country. Components that generally do not warrant onsite technical assistance include, but are not limited to: storage bins, power cords, drawers and battery replacement. Components that are not covered under this warranty include, but are not limited to: post cart manufacturing installed accessories, document protectors, wrist rests and any customer or third party provided items. Preventative maintenance is necessary and recommended once per year for proper function and safety. Examples of preventative maintenance include, but not limited to: the removal of dust and lint from the power system, inspecting and tightening casters. Preventative maintenance is the sole responsibility of the customer unless this service is purchased separately from Capsa Healthcare. Battery performance warranties are different from product warranty and are based on battery type. Capsa Healthcare will determine, in its sole discretion, how to best address your warranty issue, which may include any one or combination of the following: phone support, sending you a replacement part, or providing on-site technical assistance. When Capsa Healthcare provides on-site services, the customer will provide access to the product with minimum wait time. The customer is required to return all parts at the request of Capsa Healthcare.

SERVICE DETAILS

Consumable components are not covered under warranty and include:

- Locks and keys
- Document cover

Other standard components will be replaced under the applicable warranty following a filed service request.

*The above terms for replacement parts applies to facilities located in the United States. All other customers should contact the appropriate reseller for the terms of part replacement.

All terms are subject to change without notice.

Transport/Storage/Disposal

TRANSPORT/STORAGE

- The shipping weight of the M38e cart is approximately 105-160 lbs (50-72 kg). Use proper lifting techniques to prevent injury.
- Care should be taken to transport and store this system within a temperature range of 32°F to 90°F (0°C to 32°C); humidity 20% RH to 95% RH non-condensing

CART/BATTERY DISPOSAL

Battery Disposal/Recycling

Dispose/Recycle Lithium and SLA batteries according to local guidelines and regulations for disposal/recycling of batteries.

Cart Disposal

Dispose of this cart according to local guidelines and regulations for disposal of electronic equipment. For more information contact Capsa Healthcare Customer Service at: 1-800-437-6633.

Standards Compliance

TEST COMPLIANCE:

NRTL

- UL 60601-1:2003
- CAN/CSA-C22.2 No.601.1-M90
- IEC 60601-1/A2:1995
- EN 60602-1/A2:1995

Standard for Safety Medical Electrical Equipment, Part 1: General Requirements for Safety - Collateral Standard: Safety Requirements for Medical Electrical Systems

FCC

PART 15, Subpart B, Class A – Unintentional Radiators

PRODUCT CLASSIFICATION:

- Class 1/ Internally powered device with no applied parts
- This equipment is designed for continuous operation
- Class A, Group 1 ISM Equipment
- This device is classified IPX0 for water ingress
- Input 120 Vac, 60 Hz, 5.1 Amp North America
- Input 230 Vac, 50 Hz, 2.5 A International Models





800.437.6633
www.CapsaHealthcare.com