

Safe Patient Handling Equipment: Evacuation HoverJack®

SKILLS CHECKLIST

Equipment: Evacuation HoverJack	Name (print):
	Date:
Validator (print):	Patient Care Unit:

	<i>Performance Criteria</i>	<i>Validator Initials</i>
1.	Demonstrates ability to properly orient/prepare Evacuation HoverJack for use.	
	Assures that the Evacuation HoverJack(HJ) is placed on the floor with Valve #1 against the floor.	
	Assures that the Evacuation HJ is in correct orientation as indicated by the head & foot indicators (valves are at foot-end).	
	Checks that the four (4) HoverJack red deflate valve caps are screwed on properly and tightened securely OR the four (4) Universal Valves are closed tightly.	
	Ensures Evacuation HJ patient safety straps are unbuckled.	
2.	Demonstrates ability to safely inflate Evacuation HoverJack with Air Supply.	
	Plugs the Air Supply cord into wall outlet.	
	<u>Starting with the bottom valve closest to the floor, labeled Valve #1</u> , holds the Air Supply hose securely to valve and initiates air flow by pressing the appropriate button on the Air Supply. Inflates each air chamber in succession (1-4) until it is at <u>maximum inflation</u> .	
	Explains when it is necessary to cap the black valves (e.g., patient is going to stay on the HJ for an extended period) and demonstrates capping black valves. (Not applicable for HoverJacks with Universal Valves)	
	Unzips foot end pouch in preparation for patient transfer.	
3.	Demonstrates ability to safely transfer patient onto the Evacuation HoverJack, utilizing the HoverMatt mattress if available (2-person transfer team, minimum)	
	Locks wheels of bed/stretcher before moving patient.	
	Lowers stretcher/bedrails to avoid interference with inflation.	
	Positions Evacuation HJ as close as possible to bed/ stretcher; one caregiver will then be positioned up against the Evacuation HJ to brace the device against the bed/ stretcher during transfer.	
	If using HoverMatt for transfer, verbally prepares patient for sound & sensation of mattress inflation.	

	Performance Criteria	Validator Initials
3.	Ensures patient is centered on HoverMatt and inflates the HoverMatt mattress (refer to HoverMatt Skill Checklist). <u>The patient is not left unattended while the mattress is inflated.</u>	
cont.	After full inflation, transfers patient by angling either the HoverMatt's head or foot section first towards the Evacuation HJ.	
	Following transfer, carefully centers patient on the Evacuation HoverJack, then deflates mattress.	
	Zips foot pouch, and if necessary, inflates the head end wedge.	
	Secures Evacuation HJ patient safety straps over patient and adjusts until taut.	
4.	Demonstrates ability to safely transport patient on Evacuation HoverJack and prepare for stairwell descent.	
	Uses foot end pull straps and/ or handles located around the perimeter of the Evacuation HJ to pull patient to the nearest stairwell, and positions Evacuation HJ so patient can be taken down the stairs feet first.	
	Unbuckles head end pull straps and loops through head end handles (left and right, respectively) to stabilize Evacuation HJ for descent.	
	Informs patient that the top two chambers will be deflated.	
	Fully deflates chambers 3 and 4 by SLOWLY opening red deflate valve (or Universal Valve) #4 first, and when completely empty, repeating the same procedure on red deflate valve (or universal valve) #3. <u>Valves must not be released at the same time.</u>	
5.	Demonstrates ability to transport patient down stairwell on the Evacuation HoverJack. (2-person team, minimum)	
	Caregivers ensure evacuation path is clear of obstacles or sharp edges.	
	One caregiver positions self at head end while other caregiver positions self at the foot end; if three caregivers are present, two will be located at the head end. <u>Stronger caregivers should be located at head end.</u>	
	Caregivers grasp appropriate head or foot end pull straps and/ or perimeter handles. <u>Never use the safety straps to pull the Evacuation HJ.</u>	
	Foot end caregiver pulls foot end pull straps to initiate movement down stairwell while head end caregiver(s) holds head end straps to control descent. Teflon bottom will allow Evacuation HJ to slide down each flight.	
	If necessary, foot end caregiver may use upper thigh to brace the Evacuation HJ and further control descent.	
	Ensures patient remains centered on Evacuation HJ and that patient's head does not slump forward and restrict breathing during evacuation.	
	Once at ground level, moves the patient to safety.	
6.	Demonstrates ability to clean and return Evacuation HJ to designated storage area.	
	Applies facility's cleaning solution to the inflated Evacuation HoverJack mattress & air supply surfaces & lets air dry.	
	Opens all 4 red air intake valves (or Universal Valves) starting at the top valve furthest from the floor to exhaust air from the HoverJack chambers.	
	Works from the head section downward in folding the mattress to exhaust any excess air in the chambers.	

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6. <i>cont.</i>	Recaps the 4 red deflate valves OR tightly closes the 4 Universal Valves.	
	Returns Evacuation HJ and Air Supply to assigned storage location.	

The above skills have been successfully demonstrated:	I agree with the Validator that I feel competent performing the above skills:
	X
Validator (signature above)	Orientee/Employee (signature above)