



Trio™ Computer Carts

Computing Workstations

User Manual



Elevating performance, every day.

Warnings

Severity	Hazard Meaning
	CAUTION – Indicates a hazardous situation - if not avoided, could result in minor or moderate injury
	WARNING – Indicates a hazardous situation – if not avoided, could result in death or serious injury
	DANGER – Indicates a hazardous situation – if not avoided, will result in death or serious injury

Symbol	Meaning
Δ	IMPORTANT – Indicates a situation that does not present any hazard but is very important in maintaining a well functioning workstation
<u> </u>	ATTENTION – Indicates a potentially hazardous situation which may result in minor or moderate injury
A	ELECTRICAL – Indicates an impending electrical hazard which, if not avoided, may result in personal injury, fire and/or death
	CROSS REFERENCE – Indicates more information on a particular subject is found on the page(s) indicated
(!)	INFORMATION - Provides additional information concerning a specific task.





CAUTION: MOVING PARTS!

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.





WARNING: POTENTIAL SHOCK!

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 TrioTM system and the other point of contact as it seeks the easiest path to ground.





WARNING: FIRE HAZARD!



Equipment not suitable for use in the presence of a FLAMMABLE ANESTHETIC FIXTURE WITH AIR, or WITH METERED OXYGEN OR NITROUS OXIDE.



DO NOT use a flammable cleaner on the station as it can result in fire or explosion.

Warnings



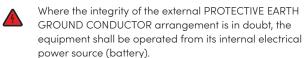
WARNING: ELECTRICAL CORD CAN BE HAZARDOUS!





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.







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.





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 use an electrical extension cord with your workstation.



Properly stow the cord in the retaining clip to avoid potential injury or damage to the plug/insulation.



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.



DO NOT obstruct the cooling vents.



DO NOT overload the cart. Weight of all customer installed technology is not to exceed 30 lbs (13.6 kg). Weight of monitor is not to exceed 15 lbs (6.8 kg). Refer to the *Cart Weight Capacities* diagram on page 9 for more information.



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 to power cart mounted equipment only.



Connecting electrical equipment to the MSO effectively leads to creating an ME SYSTEM and the result can be a reduced level of safety.

Warnings



Responsible organization refer to standard 60601-1 for requirements that are applicable to an ME system.



To avoid the risk of electric shock, this equipment must only be connected to a supply main with protective earth.



Do not modify this equipment without authorization of the manufacturer.



Use of this equipment adjacent to or stacked with other equipment should be avoided because it could result in improper operation. If such use is necessary, this equipment and the other equipment should be observed to verify that they are operating normally.



Use of accessories, transducers and cables other than those specified or provided by the manufacturer of this equipment could result in increased electromagnetic emissions or decreased electromagnetic immunity of this equipment and result in improper operation.



Portable RF communications equipment, including antennas, can affect medical electrical equipment. Portable RF communications equipment can be used no closer than 30 cm (12 inches) to any part of the TrioTM Mobile Computer Cart, including cables specified by the manufacturer.



The replacement of the lithium batteries (LiFePO4 and external) should only be performed by adequately trained personnel.



This product can expose you to chemicals including Styrene and Lead which are known to the State of California to cause cancer. For more information go to www.P65Warnings.ca.gov

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Statement of Use

The Trio[™] Mobile Computer Cart is designed and manufactured by Capsa Healthcare. Capsa Healthcare's goal is to elevate your performance by offering innovative solutions that positively impact clinical effectiveness and enhance medication management processes throughout all healthcare environments.

- The TrioTM 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 Trio™ Mobile Computer Cart is not intended for home use
- The TrioTM Mobile Computer Cart has no potential electromagnetic or other interference risks when operated according to guidelines covered in this instruction manual
- The EMISSIONS characteristics of this equipment make it suitable for use in
 industrial areas and hospitals (CISPR 11 class A). If it is used in a residential
 environment (for which CISPR 11 class B is normally required) this equipment might
 not offer adequate protection to radio-frequency communication services. The
 user might need to take mitigation measures, such as relocating or re-orienting the
 equipment
- The responsible organization shall refer to standard 60601-1; assembly of ME SYSTEMS and modifications during the actual service life require evaluation to the requirements of this standard

To ensure safety, please read this manual carefully before installation and follow the instructions herein. Store this manual in a secure place for future reference.

The manufacturer shall not be legally responsible for any equipment damage or personal injury caused by incorrect installation or operation other than that covered in this manual.

While Capsa Healthcare strives to provide complete and accurate information, it will not be held liable for any editorial errors or omissions.

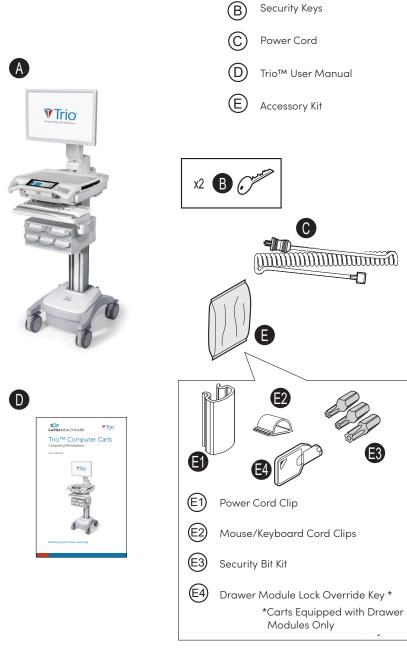
Capsa Healthcare reserves the right to make changes to the documentation without advanced notice to the customer.

Specifications and product attributes are subject to change without notice.

Capsa Healthcare 4253 NE 189th Avenue Portland, Oregon 97230

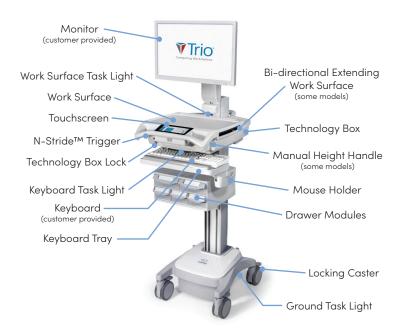
Customer Service: 800.437.6633
Web site: www.capsahealthcare.com

Box Contents



Trio™ Cart

Overall View





Trio™ Mobile Cart Weight Capacities



Install the Power Cord



CAUTION: POTENTIAL CORD DAMAGE!

DO NOT extend the cord beyond 6 feet (1.8 meters)! Stretching the cord any further may damage it!



 Remove the power input protector by removing the slotted D-Ring screw that secures it. To remove the screw, flip up the D-Ring and turn counter-clockwise until removed.



2. Plug the power cord into the cart.





3. Install the power input protector.



Install the Power Cord



4. Stow the plug in the cord holder.



The supplied power cord is rated for medical use.

Be sure to connect the cord to an outlet that is medical grade (indicated with a green dot) to ensure grounding protection.

Initial Battery Charge



When a cart is new or has been removed from service for more than 30 days, the battery may need to be charged. Simply plug in the power cord to a functioning wall outlet.

Turn On the Cart



The **Power** switch is located on the left-rear side of the Base.

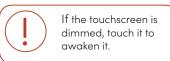
Note: Leave enough access space between the wall and equipment so it can be easily unplugged.

To Power the Trio™ Cart

- Turn on the power switch
- In approximately 5 seconds the cart will power on
- Plug in the power cord (if the battery does not have enough charge to power up the cart)







Remove the Work Surface



- 1. Insert the security key into the work surface lock.
- 2. Turn the key counterclockwise to unlock the work surface.

3. Lift the front of the work surface, and pull it forward.





Replace the Work Surface



- 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.

- 3. Turn the security key clockwise to lock the front latch.
- 4. Remove the security key.



Adjust the Manual Work Surface Lift System (Some Models)



If the work surface seems difficult to raise, or seems to fall too easily, the work surface manual lift system may need to be adjusted.

Note: This feature is not available on carts with the electronic work surface lift system.

- 1. Use a soft tool to pry and remove the rear column cap(1).
- Using a 17mm (11/16") wrench rotate the exposed adjusting screw clockwise to increase the preload, counter-clockwise to decrease.
- 3. Raise and lower the work surface to test the adjustment.

Note: The lift is properly adjusted when the work surface will raise and lower with approximately the same effort.

- 4. Repeat the adjustment and test as necessary.
- 5. Install the rear column cap.

Install the Monitor



For Pivoting Monitor Mount:

1. Pivot the mount head to allow access to the mounting holes.

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





For Non-Pivoting Monitor Mounts:

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

- The mounting holes may need to be enlarged to accommodate the monitor mounting screws.
- If mounting screws are not provided along with the monitor, refer to the monitor documentation for the correct mounting screw size.
- It may be easier to connect the monitor cables while the monitor is off the cart.

Adjust the Monitor Lift System



If the monitor seems difficult to raise or creeps downward, the monitor lift system may need to be adjusted.

- Using a 5mm hex wrench, insert it into the opening on the top of the column.
- Rotate the hex wrench clockwise to increase the weight capacity of the adjustable height monitor mount, counter-clockwise to decrease.

Disable Demonstration Mode

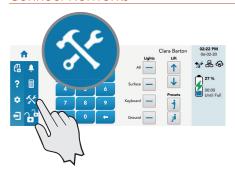
Trio[™] is shipped in a Demo mode with a list of Demo PIN codes to show the full functionality of the cart. In order to remove the cart from Demo mode and remove the Demo PIN codes, N-Sight[™] fleet management must be enabled for your facility, and the cart must be connected to the Internet to obtain your facility's configuration.

For best security, it is recommended to keep the cart connected to N-Sight™ to receive future updates. If this cannot be done, an initial one-time setup should be performed to secure the cart by removing the Demo PINs and substituting your facility's selection of PIN codes. If further assistance is needed, please contact Capsa Healthcare service at https://www.capsahealthcare.com/request-service, via email at info@capsahealthcare.com, or on the Help Line at +1 (800) 437.6633.

Demo PINs:

Nurse	0400
IT	6000
Nurse Manager	0500
Pharmacy	2000
Nurse 0	1234
Nurse 1	1111
Nurse 2	2222
IT 0	0000
IT 1	1000
Nurse Manager 2	8034

Connect Networks



Connecting Wi-Fi

- 1. Touch the **Tools** button to display the tools features.
- 2. Touch the **Network Settings** button Network Settings



A user that is logged in as an IT or Admin user may have more tool options available.

Find Available Wi-Fi Connections

- The cart will scan for available
 Wi-Fi connections, and will present
 a list.
- 3. Tap on the desired connection, and follow the prompts to connect.





Load Wi-Fi Settings with USB

- 1. From the *Network Settings* screen, insert the Flash Drive with the Wi-Fi Settings into the USB drive.
- 2. Tap on the Import settings from USB button bottom follow the prompts to import the Wi-Fi Settings.

Connect Networks



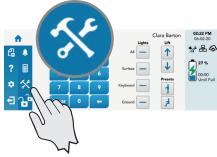


Internet Connection Sharing

To share an internet connection from the Installed Technology Device to the cart:

- 1. Remove the Work Surface (see Remove the Work Surface procedure).
- 2. Connect the Yellow Cable into the Ethernet Port on the Device.

- 3. Touch the **Tools** button **%**.
- 4. Touch the Network Settings button Network Settings – follow the prompts to activate the connection.





To Exit the Networking Screen

1. To exit the Network Settings screen, touch the Back button \langle .



Quick Start Procedure

Good practice for starting the Trio™ cart is as follows:

- 1. Turn on the cart.
- 2. Note the condition of the battery (the cart may need to be plugged in).
- 3. Log In to the touchscreen (see Touchscreen Log In/Log Out).
- 4. Move the cart to the desired location:
 - Unplug the cart from the wall outlet
 - Place the plug in the cord holder
 - Unlock the casters (see Casters)
 - Move the cart

Note: Leave enough access space between the wall and equipment so it can be easily unplugged.

- 5. Lock the casters.
- 6. Adjust the work surface height (see Lift System).
- 7. Set task lights as desired (see Task Lighting).
- 8. When you finish your work cycle, log out from the cart.
- 9. Plug in the cart to charge.

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

Battery Charge Indicator



The battery charge indicator is located to the right on the touchscreen. The indicator displays both a numeric listing and graphic representation of the remaining battery charge. When not plugged in, an estimate of the remaining battery time with the current power drain is provided. When plugged in and charging, an estimate of the time remaining until the battery is fully charged is provided.

When not in use, plug in the cart. This will ensure that the battery is charged when needed.

The battery charge indicator will display the charging icon when plugged into a power source.



Battery is fully discharged



The cart must be plugged in immediately to allow operation

If the battery discharges to a certain level, the cart will prepare to shut down. Before shutting down, the cart will cut the power to any installed Technology Devices and send a notification to N-SightTM.

External Battery (Optional)



The Trio[™] carts have the option to add an external battery. The external battery is seated on the backside of the column near the base.

The cart will use the optional external battery first. When discharged, a red replace external battery icon will be displayed.





There is a battery charge indicator on the external battery. Simply wave your hand within 8" (20 cm) of the Infrared (IR) sensor to activate the external battery charge indicator.

The external battery indicator lights will activate for 5 seconds to display the remaining battery charge. Each indicator light represents approximately 20% of remaining battery charge. If no indicator lights activate, then the battery is fully discharged.

To charge an external battery, leave it on a cart that is plugged in and charging. Once the cart battery is fully charged, then the external battery will be charged. An external battery charger is also available.

External Battery (Optional)



To remove the external battery:

 Grasp the handle on the top of the external battery, and pivot it outward from the column. Only pivot the battery enough so that the two securing pins do not engage the external battery.

2. Lift upward and remove the external battery.

Perform the above instructions in the reverse order to insert an external battery.

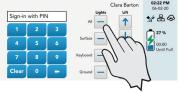


Using the Touchscreen



Keep the screen clean from foreign objects to achieve the best touch sensitivity. Avoid excessive material accumulation on all sides of the border of the screen. Refer to the *Cleaning* section for more information.





Selecting Items on the Touchscreen

Tap once on the desired selection.

Opening a Roll Down Menu

- Place and hold your finger on the Arrow Down button vuntil the roll down menu appears.
- 2. Slide your finger to the desired menu item.





Returning to a Previous Screen

If a return to the previous screen is available, touch the **Back** button that is displayed along the top-left of the touchscreen.

Log In/Log Out



To log in enter your PIN

The touchscreen will validate the PIN entered

If valid, the touchscreen will:

- Show user name
- Load your personal settings
- Open the drawers
- Activate advanced operation of the touchscreen
- If not valid, the touchscreen will display an error message and return to the main screen
- There is a maximum number of attempted entries to enter a valid PIN with a 5 to 10 minutes time out.



Logging Out

To log out from the cart, touch the **Logout** button _____ .

Drawer Modules

Drawer Locks

The drawers are accessible when a valid PIN is entered into the touchscreen. A user may lock the drawers by either touching the **Drawer Controls** button , by waiting until the drawer lock timer counts down (go to the *Preferences* screen to set the drawer lock timer), or by touching the **Log Out** button .



The electronic drawer lock will not function when the battery is fully discharged, or when the cart is electrically de-energized. If there is no power to the drawer module, the drawers can be opened by using the manual lock override that is located at the rear of the module.

Using the One-Lock System

To operate the One-Lock System:

- Log in with a valid primary PIN. The Primary Lock System will unlock all of the Drawers.
- 2. To lock all of the Drawers, tap the Drawer Controls button . All locks will engage.

Using a Two-Lock System (optional)

With a Two-Lock System, the **Drawer Controls** button will have two
lock icons displayed. The larger icon
is the Primary Lock System and the
smaller icon the Secondary Lock
System. If there are multiple drawers
on the Secondary Lock System, they
will all unlock at once.

To operate the Two-Lock System:

- Log in with a valid primary PIN.
 The Primary Lock System will unlock all of the Drawers.
- To unlock the Secondary
 Lock System, tap the Drawer
 Controls button fand enter a valid secondary PIN.
- 3. To lock all of the Drawers, tap the **Drawer Controls** button twice. All locks will engage.

Drawer Modules



Using the Manual Drawer Lock Override

- Insert the lock override key into the lock located on the rear of the drawer module. The drawers are locked – the key may be removed from the lock.
 - If there are two locks on the drawer module, then both keys may need to be turned to override the lock.
- Turn the key clockwise to open the drawers. The key cannot be removed while the drawers are unlocked
- Turn the key counter clockwise to lock the drawers and remove the key.

Drawer Labeling

The user may choose from two methods of labeling:

- Wet-erase labels, located on the drawer pull beneath the clear label guard (white for locking drawers, gray for non-locking)
- 4 1/8" (10.5 cm) X 7/8" (2.2 cm) paper or card label placed in the pocket formed by the clear label guard

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 41/8" X 7/8" labels.
- 2. Insert the label between the label guard and the dry erase surface.

Moving the Cart



The cart has four casters to easily move the cart to the desired location.

- Being sure that the path is clear of any obstructions, safely push the cart
- When pushing the cart, be sure the handles are at ideal height. The TrioTM cart is equipped with two contoured, ergonomic front handles and a rear handle
- The front handle/work surface height can be adjusted using the height adjustment lever (manual lift) or lift buttons (electronic). The rear handle height can be manually adjusted up or down on the t-track. Adjust the handles so the cart can be pushed with your forearms straight out from your body and your elbows bent at 90 degrees

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.

N-Stride™



N-Stride[™] is designed to aid straight line movement of a loaded cart by locking the right front caster in position.

To Activate N-Stride™

Squeeze the trigger that is located beneath the left side of the handle.



The **N-Stride™** icon is displayed on the right side of the title bar when the N-Stride™ is active

Note: N-Stride[™] toggles on or off with each squeeze of the trigger.



To Cancel N-Stride™

Squeeze the trigger again and N-Stride™ is turned off. The deativated icon ♠ is displayed.

Positioning the Keyboard



The Trio™ cart features a retractable keyboard tray, mousepad and optional bidirectional work surface. The retractable surfaces shrink the overall dimensions of the cart to allow passage through confined spaces.

- Pull the keyboard tray out to extend it
- To retract the keyboard tray, push the front edge of the keyboard tray in until fully retracted

The keyboard tray mount allows the user to raise and lower the keyboard tray in relation to the work surface. The user may also tilt the keyboard tray to type while standing.

To Lower the Keyboard Tray

- 1. Tilt up the front of the keyboard tray to unlock the mechanism.
- 2. Push the keyboard tray downward to the desired position.

To raise the keyboard tray, pull the keyboard tray upward.





To Tilt the Keyboard Tray

Rotate the knob located at the center of the keyboard tray mount until the keyboard tray is tilted as desired.

Extending the Mousepad and Bidirectional Work Surface



To Extend the Mousepad

Pull the mouse holder in the desired direction.

To Retract the Mousepad:

Push the mouse holder toward the keyboard until the mousepad is centered to the keyboard tray.



To Extend the Bidirectional Work Surface

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

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.



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

Adjustable LCD Mount



The adjustable LCD monitor mount is designed to allow height adjustment of the monitor and to allow the monitor to pivot 180 degrees.

To Pivot the Monitor

 Grasp the sides of the monitor, then twist the monitor to the desired position.

To Raise or Lower the Monitor

- 1. Grasp the sides of the monitor.
- 2. Slide the monitor up or down as desired.



LCD Monitor Rotation (Optional)



Make sure the monitor cables do not wind around the monitor mount. Always reverse the rotation of the monitor to keep the cables free.

If the feature is enabled, the LCD monitor may be rotated 90 degrees. Some configurations will only rotate 90 degrees clockwise or counter clockwise, not both.

To Rotate the Monitor

- 1. Grasp the sides of the monitor
- Rotate the monitor until the monitor is positioned as desired (usually full portrait or full landscape position).



If the monitor will only rotate slightly and stops, then this monitor is not setup for rotation.



Do Not force the monitor to rotate. Forcing the monitor to rotate can damage both the monitor and the mount.

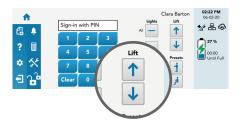
Manual Work Surface Lift (Some Models)



To Raise or Lower the Work Surface

- 1. Position your hands to support the weight of the Work Surface.
- 2. Lift the height lever located beneath the right side of the handle.
- 3. Raise or lower the Work Surface to the desired height.
- 4. Release the height lever, then slightly raise or lower the Work Surface to make sure the locking pin is seated. You will feel the locking pin detent and lock into position when seated.

Electronic Work Surface Lift System (Some Models)



For Trio™ carts equipped with the electronic lift system, adjust the work surface height with the lift controls.

To Adjust the Work Surface Upward

- Touch and hold the Up Arrow button.
- Release the button when the work surface has moved to the desired position.

To Adjust the Work Surface Downward

- Touch and hold the Down Arrow button.
- 2. Release the button when the work surface has moved to the desired position.

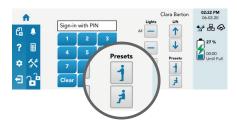


Electronic Work Surface Lift Height Presets (Optional)

Electronic lift height presets are available to users who are logged in. Individual users may set sitting and standing height presets to adjust the TrioTM cart for their personal comfort.

 To set height presets, use the Up and Down Arrow keys to adjust the work surface to the desired height.





Touch and hold the Preset button until the Work Surface position is stored in memory.

Your saved work surface height presets are stored in your user profile. Your saved presets will follow you to any cart that you log in to.

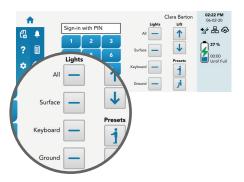
To Move the Work Surface to Your Height Presets

- Touch the **Standing** button to move the work surface to the preset standing height
- Touch the **Sitting** button to move the work surface to the preset sitting height



Task Lighting

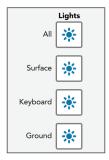
Task lighting is included to enhance cart usability in darkened patient areas. The Trio™ carts are equipped with ground, keyboard, and work surface lights. To operate, touch the desired task lighting button under **Lights** on the touchscreen.



To Use the Standard Configuration Keyboard Light

- Touch the **Keyboard** button under the **Lights** options.
- Touch the **Keyboard** button again to turn off the keyboard light.
- The **Keyboard** button controls the light located below the touch screen
- The keyboard light is designed to illuminate the keyboard area
- With the keyboard not extended, the keyboard light will illuminate any open bins and their contents
 - <u>[</u>

When the keyboard tray is retracted, the keyboard light will illuminate the floor in front of the cart.



The **Light** buttons displayed with activated lights.

- The **Ground** button controls lights which are under and to the sides of the base
- The ground lights illuminate the floor all around the cart (minus the shadows from the casters) to aid in navigating darkened patient areas

Task Lighting



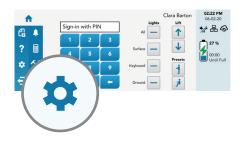
The **All** button is used to operate all lights simultaneously.

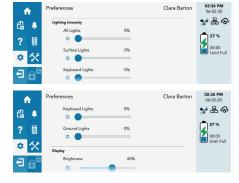
- The Surface button controls the light located beneath the LCD monitor
- The work surface light illuminates the work surface area and the inside of the technology tray when the work surface is removed

To Customize the Task Lighting

The user must be logged in to customize lighting.

1. Touch the **Cog** button to access the *Preferences* menu.





- Scroll through the *Preferences* menu to the **Light Intensity** settings.
- 3. Modify the task lighting as desired.

4. When done, touch the **Home** button to exit the features menu.



Charging USB Port (Some Models)



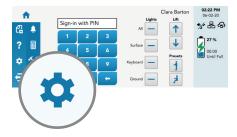
TrioTM carts are configured with a charging USB Port on the side of the work surface task light. This USB Port is for charging external devices only.

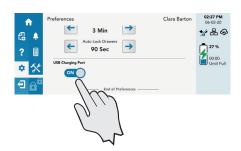


If a charging USB port does not work, it may need to be activated under *Preferences* or configured to be active in N-SightTM.

To Adjust the Charging USB Port

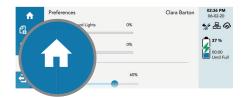
1. Touch the **Cog** button to access the *Preferences* menu.





- Scroll through the Preferences menu to the USB Charging Port settings.
- 3. Modify the setting as desired.

 When done, touch the Home button to exit the features menu.

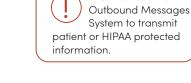


Outbound Messages (Some Models)



The Outbound Messages button is used to send messages from the cart. All messages sent from the cart can also be reviewed.

DO NOT use the





If Wi-Fi is not active, requests and notifications cannot be sent or received.





- Touch the Who should receive this window to roll down the Recipient menu.
- 2. Touch the desired message recipient.

- Touch the What needs attention window to roll down the available menu.
- 4. Touch the desired message option.





Outbound Messages

- 5. If it is necessary to add additional information, touch the Optional additional note window to display the on-screen keyboard.
- 6. Type in your comment.





To review the message before sending, touch the **Back** button along the top-left of the touchscreen.

Touch the Send button to send the message to the management system.

The new message will appear at the top of the message list.





To Review Past Messages:

 To access the message list, tap on the last sent message at the bottom of the Messages screen.

- 2. Touch the screen and swipe upward to scroll through the sent messages.
- 3. Touch a specific message to expand it.



Outbound Messages



 To exit the message list, or an expanded message, touch the Back \(\) button.

Messages, Alerts and Notifications Automated Deletion

Messages, Alerts and Notifications are kept active for a configured period of time, then deleted.

Alerts



The **Alerts** button is used to display a list of notifications sent to a cart user. There are two types of notifications:

- Alerts are intended to be read immediately. The icon is displayed when there are active alerts on the list
- Notifications may be read at the user's convenience. The icon displays the number of active notifications on the list.

 A green dot shows that there is a new notification

To Display the Alerts List

Touch the **Alerts** button **a** near the top of the left side of the touchscreen.

The Alerts screen is displayed.





To Scroll Through the Alerts List

 Touch the screen and swipe upward to scroll through the alerts and notifications.



Alerts



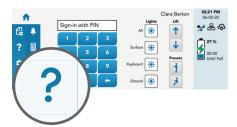
To Read an Alert or Notification

- 1. Touch the specific alert or notification to display it.
- 2. To exit the alert or notification menu, touch the **Back** button

Messages, Alerts and Notifications Deleted

Messages, Alerts and Notifications are kept active for a configured period of time, then deleted.

Help Menu



The Help button? is used to display the help screens. Each help screen provides a small summary of a feature and how to use it.

To access the help screen, touch the **Help** button.

To Display the Definition of an Icon or Button

- From the help menu, touch the icon or button
- The definition of that icon or button is displayed



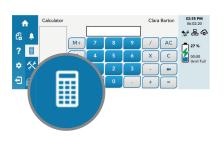
A sample of Help displays:







Calculator





The function of the calculator is described in the sections that follow:

The display shows each entry and the result.



Enter numbers on the display. For decimal places, use the key in the logical sequence.

Use the key to change the sign of the number on the readout.

Perform the four basic mathematical calculations when these keys are touched in arithmetic sequence with

Touch the key to obtain the answer after entering number and function keys.

the number keys.

Memory Icon:

The memory icon is displayed whenever there is a value stored in memory. The icon is turned off when the memory is clear.



Transfers the bottom number on the readout to the memory as a positive (negative) value and automatically adds that value to any value previously stored in the memory.

Memory Recall key:

Recalls the contents of the memory to the bottom line of any number stack shown on the readout.

Memory Clear key:

Clears the contents of the memory and changes the value to zero.

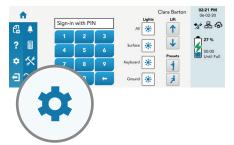
Back Space key:

Moves the entry cursor back one space and erases the last key.

Clear Entry key:

Removes the last line of the readout. Touching the clears the readout and ends processing of any calculations.

Preferences (Optional) / Settings (Standard)



The Cog button , located on the left of the touchscreen, is used to access both the Settings and Preferences screens. When a user is logged in, the Cog button will access the Preferences screen. If not logged in, the Cog button will access the Settings screen.

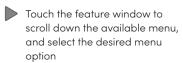


Available options can be adjusted in N-Sight™.

The *Preferences* screen allows a logged in user to adjust certain features of the cart, including the touchscreen brightness, alarm volume and log in time, and the cart will remember all changes.

To Set Individual Touchscreen Preferences

- 1. Log in to the touchscreen.
- 2. Touch the **Cog** button to access the *Preferences* screen
- 3. Change the desired settings by:



- Touch and slide the Current Value Slider to the desired amount, and release
- Touch the **Up or Right Arrow** button to increment the setting value
- Touch the **Down or Left Arrow** to decrement the setting value
- Touch the desired value for the option









Preferences (Optional) / Settings (Standard)

4. When done, touch the **Home** button to exit the features menu.





When a logged in user modifies any of their preferences, those new values will follow them to any other cart when they log in.





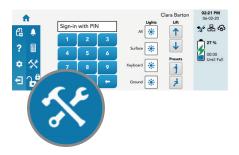


A user who is not logged in may use the *Preferences* screen to temporarily adjust many of the cart features.

To Change Touchscreen Settings

- 1. Touch the **Cog** button **‡**, to access the *Settings* screen.
- 2. Change the desired setting.

Tools



The **Tools** button , located on the left side of the touchscreen, is used to access additional information and features of the cart.



A user that is logged in may have more tool options available.

To Access the Tools Features

- 1. Touch the **Tools** button to access the features menu.
- 2. Touch the desired feature to access it.

Note: Buttons which cannot be selected are colored grey.









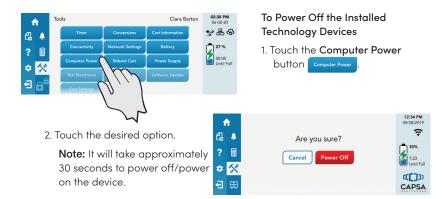
To Exit a Tools Feature

1. To exit the tools feature, touch the **Back** button \checkmark .



The following procedures are provided to show how to maneuver within the tools menu.

Tools





To Activate a Timer

1. Touch the **Timer** button

Timer .

- 2. Select the elapsed time of the timer.
- 3. Select the option for when time is up.
- 4. Tap the **Start** button



4. The timer will count down. When done, it will perform the chosen option from the Time's Up menu.



1. Touch the **Reboot Cart** button

To Reboot the Cart (and Keep the

Installed Technology Devices On):

2. Touch Reboot to confirm.



Turn Off the Cart



The Installed Technology Devices will be de-activated before shutting down the cart. This will prevent any potential damage to them.

To turn off the cart, the **Power** switch can be simply flipped from on to off. The switch is located on the left-rear side of the Base

- Turn off the **Power** switch located on the left-rear side of the Base
- Though shut down, the battery will charge if the cart is left plugged in

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, fan filter and airflow for dust and lint buildup. Replace and/or clean filter if needed.	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 the 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 or 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.

Service

Service Request

Capsa Healthcare is committed to providing best-in-class service. Our service department has technicians qualified to conduct all service repairs including access to all component parts lists and descriptions. Please contact them directly for all service repairs by submitting a service request.

To make a service request, contact our service department at:



www.capsahealthcare.com/request-service

Web Request



parts.support@capsahealthcare.com

Email



 $8{:}00~a.m.$ to $8{:}00~p.m.$ EST Monday through Friday

800.437.6633

Troubleshooting

Problem	Solution
Cart is Hard to Push	Check that the caster locks are in the unlocked (up) position.
	Check casters for obstructions.
Cart is Hard to Turn	Check that N-Stride™ is active.
Computer/Monitor	Turn the power on to the installed Technology Devices. Tap
Will Not Power Up	on the Tools button X to access the features menu. Then
	tap on the Computer Power button.
	Check that power supply switch is turned on.
	Check that device power cables are connected.
	Check that wall outlet has power.
	Check fuses at the power inlet.
Power Supply Does	Check power cord.
Not Turn On	Check that wall outlet has power.
	Check fuses at cart power inlet.
Cart Will Not Power	Check that power cord is plugged into a working outlet.
Up	Check that end of power cord is plugged into the cart
	power inlet.
	Check that the power switch is in the on position. Cycle the
	power switch to the off position for 3 seconds, then back on.
	After completing the above checks and the cart still will not
	power up, file a service request for maintenance.
Computer Does Not	If cart is functional, but computer will not work, file a service
Work Properly	request for maintenance.
Manual Lift	If it is difficult to raise and lower the work surface, the lift
Mechanism	mechanism preload may need adjustment. File a service
Performance	request with your IT department for service.
Electronic Lift	If the electronic lift is stuck in position or is running slowly,
Performance	it may need calibration. File a service request with your IT
	department for service.
Drawers will not	Make sure that the battery has greater than 5% charge.
Open	
	Make sure that the Drawers Locked icon is not active
	and that the Drawers Unlocked (lock button) 16 is active. If
	necessary re-enter your PIN.
	If battery does not have sufficient charge, or re-entering the
	PIN does not work:
	Use the manual override key to unlock the drawer module
	File a service request with your IT department for service
	If there is a secondary lock, 2 PIN codes may be required to
	unlock the drawers.

Cleaning

Cleaning Information





WARNING: FIRE HAZARD!

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

Clean Capsa Healthcare products regularly according to infection control guidelines and protocols. Capsa Healthcare products are designed to be chemical and spill-resistant and easy to clean. Components are manufactured from the highest grade, non-porous, chemical resistant ABS (acrylonitrile, butadiene and styrene) plastic, and from smooth, chemical resistant powder-coated steel and aluminum. Although high-touch components (work surface, handles, wrist rest) on certain Capsa Healthcare products incorporate anti-microbial additives, it is not recommended to rely solely on those additives for infection control and proper hygiene.

Most common disinfectant wipes and diluted cleaning solutions that are safe to use in patient care environments are also acceptable to use for cleaning Capsa Healthcare products' exterior surfaces.

Recommendations

- Wear the required PPE (Personal Protective Equipment)
- Understand the precautionary statements
- Follow the directions for use, including pre-cleaning instructions
- Follow the contact guidelines
- Refer to the SDS (Safety Data Sheet) as necessary
- Consult your Infection Control Administrator for cleaning procedures and processes
- Clean plastic components with diluted, non-abrasive 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 suggested cleaners
- 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
- Avoid excess dampness and 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 it on a small area to ensure that the surface is not harmed

Cleaning

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 easy to wipe down

Recommended Cleaning Solutions

Quaternary Ammonium	Bleach-Based	Peroxide-Based	Alcohol-Based
Metrex TM CaviWipes TM Metrex TM CaviCide TM	Bleach dilution (10%)	Hydrogen Peroxide	Isopropyl Alcohol
 Metrex: Cavicide: PDI® Sani-Cloth® AF/Plus PDI® Super Sani-Cloth® EnVerros SaniMaster 4® Virex® 256 DisCide® Safetec® SaniZide Disposable Wipe Products Envirocide® 	• Clorox® Dispatch®	Virox® 5 Steriplex SD® Accel® TB	• Simple Green®

Cleaning Agents and Chemicals to Avoid

- Non-Diluted Bleach or Chemicals
- Acetone
- Mineral Spirits
- Abrasive Cleaners
- Baking Soda
- Paint Thinners/Solvents
- Any Flammable or Toxic Chemicals





WARNING: DO NOT EXCEED TEMPERATURE!

DO NOT exceed 167° F (75° C) for industrial washing machines! Exceeding this temperature will warp resins!

Transport, Storage & Disposal

Transport





CAUTION: HEAVY OBJECT!

The shipping weight of the Trio[™] cart is approximately 105 - 160 lbs (48 - 73 kg). Use lifting aids and proper lifting techniques to avoid muscle strain or back injury.





CAUTION: PINCH POINT HAZARD!

Ensure all drawers are closed before setting the cart in motion! Be aware of your surroundings! **DO NOT** place anything on the work surface during transport!





CAUTION: IMPACT HAZARD!

DO NOT turn the cart upside down or on its side! Doing so may cause unintended riser motion which may result in personal injury or damage to the cart. Keep cart upright at all times!

Storage



Care should be taken to transport and store this system within a temperature range of 5° F to 113° F (-15° C to 45° C); humidity 10% RH to 90% RH (non-condensing).

Disposal



Battery Disposal/Recycling

Dispose/Recycle Lithium and SLA batteries according to local quidelines 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.

Warranty

Limited Warranty for Trio™ Computer Cart

Capsa Healthcare is pleased to offer a three-year warranty on durable а three-year warranty on electronic 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 are 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.

Warranty

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.

Note: 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.

Standards Compliance

Test Compliance

NRTL

- o UL 60601-1 Issued:2003/04/25 Ed:1 Rev: 2006/04/26 UL Standard for Safety Medical Electrical Equipment, Part 1: General Requirements for Safety
- o ANSI/AMMI ES 60601-1:2005/(R)2012
- CAN/CSA C22.2 No. 60601-1-08 (R2014), (Edition 3.1) Medical electrical equipment

 Part 1: General requirements for basic safety and essential performance; COR 2: 2011/06/01
- o IEC 60601-1 3rd Edition Medical Electrical Equipment Part 1-1: General Requirements for Safety - Collateral Standard: Safety Requirements for Medical Electrical Systems
- o IEC/EN 60601-1-2 (Ed. 4th): 2015 Medical electrical equipment Part 1-2: General requirements for safety Collateral standard: Electromagnetic compatibility
- o Conducted Emissions Conducted Voltages (CISPR 11/EN 55011 (CV))
- o Radiated Emissions Electric Fields (CISPR 11/EN 55011 (RE-E))
- o Conducted and radiated RF EMISSIONS per CISPR 11; Group 1 Class A product
- o Harmonic Distortion per IEC 61000-3-2
- o Voltage fluctuations and flicker per IEC 61000-3-3
- o ESD per IEC 61000-4-2 at ±8kV Contact, ±15kV Air
- o Radiated RF EM Fields per IEC 61000–4–3 3 V/m, 80 Mhz 2.7 Ghz, 80% AM at 1 Khz
- o Proximity Fields from RF wireless communications equipment per IEC 61000-4-3
- o RATED power frequency magnetic fields per IEC 61000-4-8 at 30 A/m, 50 Hz or 60 Hz
- Electrical fast transients / bursts per IEC 61000-4-4 at ±2kV, 100 kHz repetition frequency

Standards Compliance

- o Surge Immunity Test (IEC 61000-4-5)
- o Surges line to line per IEC 61000-4-5 at ±1kV
- o Surges line to ground per IEC 61000-4-5 at ±2kV
- o Conducted disturbances inducted by RF fields per IEC 61000-4-6 3 V, 0.15 MHz 80 Mhz, 6 V in ISM bands between 0.15 MHz 80 Mhz, 80% AM at 1 Khz
- o Power Frequency Magnetic Field Immunity Test (IEC 61000-4-8)
- o Voltage dips per IEC 61000-4-11 0% UT for 0.5 cycles at 0°, 45°, 90°, 135°, 180°, ,225°, 270° and 315° deg phase angles; 1 cycle at 0% UT; 25/30 cycles at 70%
- o Voltage interruptions per IEC 61000-4-11 0% UT; 250/300 cycles

FCC

FCC PART 15, Subpart B, Class A – Unintentional Radiators

Product Classification

- o Class 1/ Internally powered device with no applied parts.
- o This equipment is designed for continuous operation.
- o Class A, Group 1 ISM Equipment
- o This device is classified IPXO for water ingress

Specifications

Base Size	17" x 19" (43.2 cm x 48.3 cm)
Weight	Configurations starting at 106 lb (48 kg)
Height Adjustment	Up to 15.7" (40.0 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	20.75" W x 10" D (52.7 cm w x 25.4 cm)
Casters	5" (12.7 cm) locking
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	21.5" x 11.1" x 2.9" (54.6 cm x 28.3 cm x 7.5 cm)
LCD Monitor Mount	15 lbs (6.8 kg) max. 24" monitor max.
Power Cord	2.5 ft (0.75 m) hospital grade spiral cord – extends to 6 ft (1.8 m), recharges on board technology, 120 or 240 Vac, 6.3A, 50/60 Hz
Power Strip/Inverter	3 - NEMA 5/15 outlets/ 150 W output
UPS Input	100-240 Vac 50-60 Hz @ 5.4 A
Fuse (UPS Input)	6.3A 5MM X 20MM FAST ACTING (2 ea), Voltage: 250 VAC, Breaking Capacity: 1.5 kAmps

Standards Compliance

UPS Output	120 Vac 60Hz or 230Vac 50Hz
Lithium Battery	12 Vdc 512 Wh
Fuse (Battery Cable)	ATO/ATC 32 VOLT 30 AMP LITTELFU, Breaking
	Capacity: 1 kA, Operating Speed: Medium

Connectivity

Cart Receiver:

- o Wi-Fi (802.11a, b, g, n, ac). 5GHz 20/40/80 MHz bandwidth. 2.4Ghz 20/40 MHz bandwidth.
- o Bluetooth 4.1 BR/EDR/LE(Class2). Backward-compatible to Bluetooth 1.x, 2.x, 3.0, 4.0. 2.4GHz

Modulation Type:

- o 11b: DSSS (DBPSK,DQPSK,CCK)
- o 11a/g/n: OFDM(BPSK,QPSK,16QAM,64QAM)
- o 11ac: OFDM(BPSK,QPSK,16QAM,64QAM,256QAM)

Bluetooth Modulation Type:

o Bluetooth 4.1 BR/EDR/LE: GFSK(1Mbps), ∏/4 DQPSK(2Mbps),8DQPSK(3Mbps)

ERP (Effective Radiated Power):

Frequency	Standard	ERP(dBW)
2.4GHz	802.11b	-8.65
2.4GHz	802.11g	-9.15
2.4GHz	802.11n	-9.15
2.4GHz	802.11ac	-9.15
5GhZ	802.11ac	-16.65
2.4GHz	Bluetooth BR	-26.15
2.4GHz	Bluetooth EDR	-29.15
2.4GHz	Bluetooth LE	-26.65

Standards Compliance

Environmental Conditions

Storage Temperature	-15 to 45° C (5 to 113° F)
Operating Temperature	0 to 40° C (32 to 104° F)
Storage Altitude	-200 to + 25,000 feet referenced to sea level
Operating Altitude	-200 to ± 10,000 feet referenced to sea level
Storage Humidity	10% to 90% RH (non-condensing)
Operating Humidity	20% to 80% RH (non-condensing)
Operating Atmospheric Pressure	69.7 kPa to 102 kPa



800.437.6633 www.CapsaHealthcare.com