



# MEMORANDUM

March 13<sup>th</sup>, 2019

## All Inter-Facility Transport Staff,

Another winter season has come and gone (or starting to leave) which means our stretchers are starting to move a little slower and beginning to be harder and harder to push, especially with a patient.

Starting this weekend, I will begin repairing the stretchers that have had corrosion in the wheels and bearings caused by snow, sand and salt.

I also wanted to take this opportunity to address proper positioning and the correct method of installing the safety belts to the stretcher. I have attached below a few diagrams of "How not to install" and "How to install" the safety belts for patient safety and comfort.

If you find any other issues with a stretcher that would need to be addressed, please send me an email and I will correct the issue as soon as possible.

Kind Regards,

A handwritten signature in black ink, appearing to read "Stefan Legal", is written above a horizontal line.

**Stefan Legal**  
Operations Manager  
Inter-Facility Transport Inc.



The installation below should not be used on any stretcher. The position of the safety belts would not allow you to adjust the position of the upper torso and head using the pneumatic backrest adjustment. In doing so, you would likely squeeze the patient's abdomen causing pain. The positioning of the belts below is also exposed which would increase the risk of tearing and ripping on other objects.



The illustration below should be common practice to install safety belts on each stretcher. By inserting the safety belts into the linear grooves on the adjustable frame, would allow you to utilize the foot/leg rest and backrest adjustments securely without compressing the abdomen and/or legs in the process.



For the stretchers that currently feature a third, mid-section lap belt, the illustration below would be the proper position to install the safety belt. By installing the belts in this position would NOT affect the patient should she/he want their legs or head to be raised or lowered for comfort.

