

Health o meter®

P r o f e s s i o n a l

Model 402KL Physician Beam Scale



ISO 9001:2015
CERTIFIED

ISO13485:2016
CERTIFIED

User Instructions



PELSTAR, LLC 9500 West 55th St. McCook, IL 60525-7110 USA

www.homscales.com

Health o meter® Professional 402KL

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weigh**easier**®

Thank you for your purchase of this Health o meter® Professional product. Please read this manual carefully, and keep it for easy reference or training.

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Note: This scale has been factory calibrated, and does not require calibration prior to use. There are no requirements for calibration in the field; users should adhere to their institution’s calibration policies.

Please register your scale for warranty coverage at:

www.homscales.com

For User Instructions updates and revisions please go to:

www.homscales.com

CAUTIONS AND WARNINGS

This Health o meter® Professional platform scale is intended to be used in a professional medical environment by trained medical staff. This product was designed to weigh patients who are safely positioned and standing on the platform. The intended use of the built-in height rod is to measure patient height. Do not modify the product or use it for anything other than its intended purpose.

To prevent patient/caregiver injury or damage to your scale, please follow the instructions in this user manual very carefully.

- Do not exceed recommended weight limit for this scale.
- Do not transport the scale with a patient or object on the scale.
- Do not wheel or pull the scale down stairs, doing so may damage internal parts.
- To prevent injury, as well as scale damage during assembly, exercise caution when assembling the scale pillar.
- Assemble and operate the scale per the enclosed user instructions.
- For accurate weighing, this scale must be placed on a flat, stable surface.
- For accurate weighing, verify before each use the proper operation according to the procedure described in this manual.
- Do not use in the presence of flammable or explosive materials.
- If the scale becomes damaged, it should not be operated until properly serviced.

Patient/caregiver safety

- This scale is designed for static weighing of patients only. No scale should be used for patient transfer.
- Patient should wear socks or other form of lightweight foot covering during weighing event.
- To prevent patient injury, the patient must be attended to throughout the entire weighing event. Caregivers should ensure that the patient is stable and provide support as needed when getting onto and off of the scale.

In no event whatsoever shall Pelstar, LLC be liable for damages or injuries arising from or connected with the assembly, use, or misuse of its products.

SPECIFICATIONS / CERTIFICATIONS / SERVICE

General

The Model 402KL physician beam scale employs a proven and rugged mechanical design to measure patient weight and height. Each precision scale is designed to provide accurate, reliable, and repeatable weight measurements. In addition, each scale is designed to provide the user with features that make the weighing process simple, fast, and convenient.

Weight is displayed in pounds (lb) or in kilograms (kg). Height is displayed in inches (in) or in centimeters (cm).

402KL Scale Specifications

Capacity:	390 lb (180 kg)	
Capacity with optional counterweights (Item # 55090):	490 lb (210 kg)	
Environmental:	Operating temperatures: 50°F to 104°F (10°C to 40°C) Storage temperatures: 32°F to 122°F (0°C to 50°C) Maximum Humidity: 85% RH	
Physical Dimensions:	Scale (Overall Dimensions) Width: 10-1/2" (26.7 cm) Depth: 20-1/4" (51.4 cm) Height: 57-1/2" (146.1 cm) Weight: 28 lb (12.7 kg)	Platform (Standing Area) Width: 10-1/2" (26.7cm) Depth: 14" (35.6 cm) Height: 3-1/4" (8.3 cm)

Certification Descriptions

<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> ISO13485:2016 CERTIFIED </div> <div style="border: 1px solid black; padding: 5px;"> ISO 9001:2015 CERTIFIED </div>	Pelstar, LLC has been officially certified as the manufacturer of Health o meter® Professional medical devices. The Pelstar, LLC quality assurance system covers the development, production, sales and service of medical scales and measuring systems.
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Customer Service Information

The 402KL physician beam scale is shipped disassembled in one carton. Carefully inspect the carton for shipping damage before unpacking. If damage is found, contact Customer Service.

For further information or telephone support, please contact Customer Service at:

Telephone: 1 (800) 815-6615 Email: homprocs@homscales.com

ASSEMBLY INSTRUCTIONS (CONT.)

Before Assembly

Each 402KL physician beam scale is shipped disassembled in one carton. Carefully inspect the carton for shipping damage before unpacking. If damage is found, contact your shipper or a Health o meter® Professional representative immediately. Claims must be filed with the shipper as soon as possible after receipt of the package. The following information details what you will find inside the main carton as you unpack the parts for assembly.

To prevent scratching any components and avoid damaging the scale parts when unpacking, do not use a box cutter, knife, scissors, or any sharp object to open the protective inner packaging. Carefully remove each assembly from the carton and unwrap the packing materials. Set the carton aside for storage.

Parts List

Carton

- (1) Scale platform
- (1) Pillar with height rod attached
- (4) Pillar nuts
- (1) User instructions
- (1) Wrench

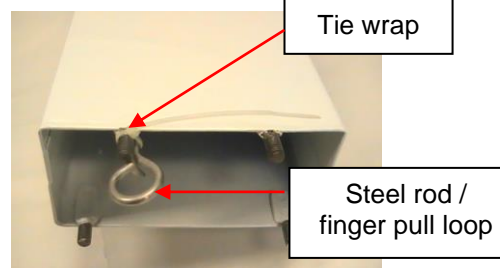
Tools Required

Wrench (included)

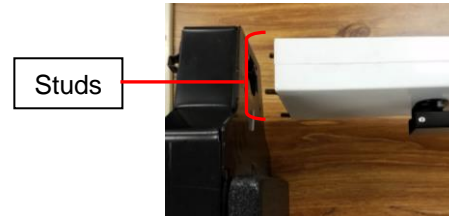
ASSEMBLY INSTRUCTIONS (CONT.)

Caution: It is recommended that the assembly be performed by two people. Use of a chair is also recommended for the assembly process.

1. Carefully remove the scale platform and pillar from the carton and place on a flat, level, and dry surface. Locate the steel rod at the base of the pillar. Remove the tie wrap that holds the steel rod / finger pull loop to the pillar.



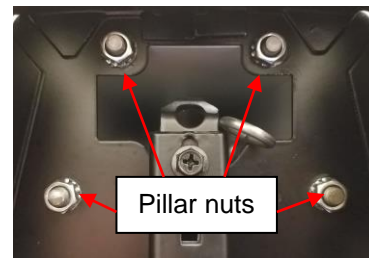
2. Obtain a sturdy chair and place the top of the pillar with the height rod side facing down on the seat of the chair, as shown. Place the platform/base perpendicular to the platform with the front of the base resting on the floor and the top of the platform/base facing the top of the pillar. Remove the four pillar nuts on the studs and set aside for use in step 3. Align the four studs on the bottom of the pillar with the four holes in the top of the platform/base. Insert the studs into the platform/base.



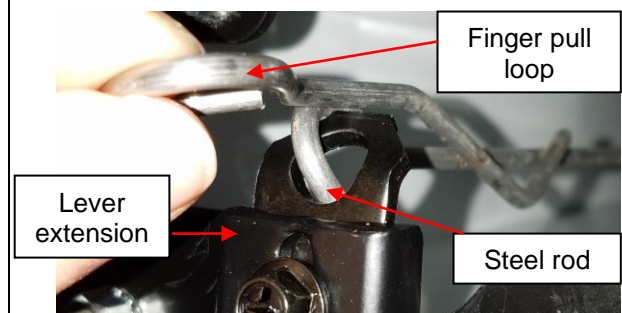
Note: If a chair is not available it is recommended that one person holds the platform/base while another person handles the pillar.



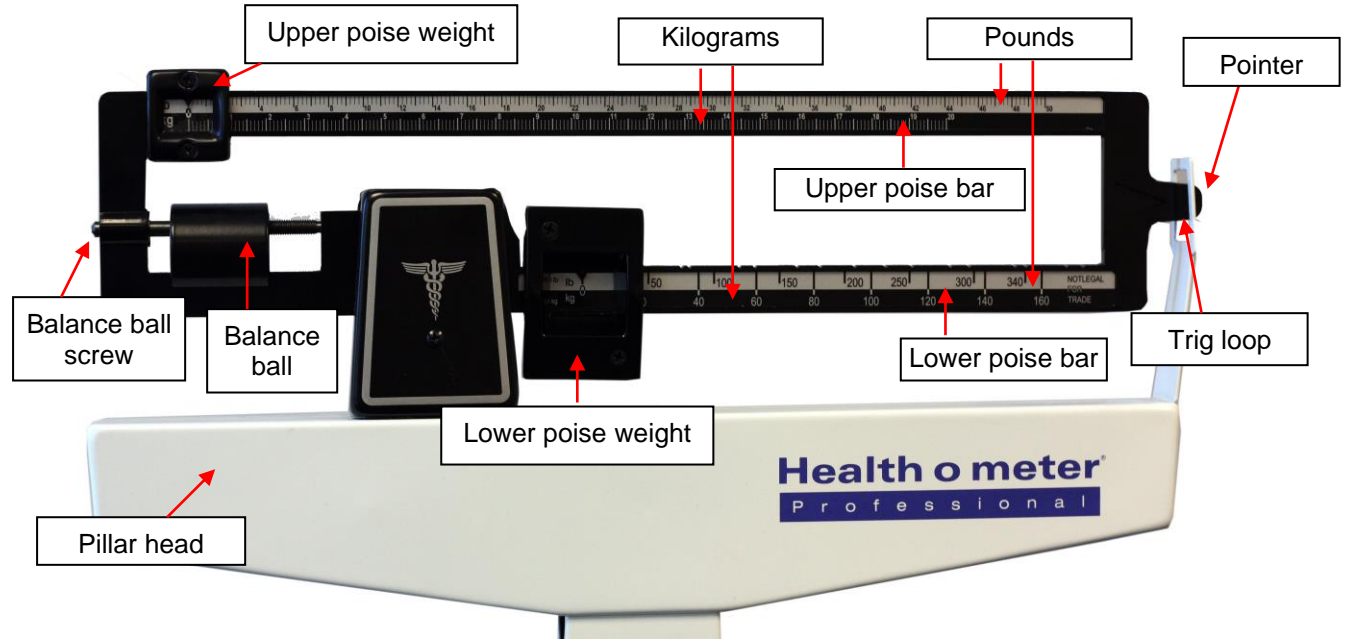
3. Access the underside of the scale base. Obtain the four pillar nuts removed in step 2 and place onto the studs on the underside of the scale base. Using the provided wrench, tighten the pillar nuts to secure the pillar to the base.



4. Grasp the finger pull loop on the end of the steel rod and pull towards the lever extension. Push the lever extension towards the finger pull loop. Hook the steel rod to the hole at the end of the lever extension. Release the finger pull loop and ensure that the steel rod and lever extension are hooked together. Carefully position the scale to its upright position. The scale is now assembled. Refer to the next page to zero balance the scale before first use.



OPERATING INSTRUCTIONS



Zero Balance Adjustment

Before first use, the scale needs to be zero balanced by following the instructions below. The scale should also be checked and balanced periodically, particularly when moved.

Note: A flat head screwdriver is required.

1. Ensure that the scale is located on a hard, flat, and level surface. Step on and off scale several times in order to align all internal parts.
2. Place both poise weights on the “0” value on both bars. The beam pointer should float gently up and down, and not touch the top or bottom of the trig-loop.
3. If the beam pointer is not centered in the trig-loop opening, using a flat head screwdriver, rotate the balance ball screw to correct the beam pointer. Turn the screw about $\frac{1}{4}$ turn forwards or backwards and let poise bar settle. Based on which direction the poise bar moved turn $\frac{1}{4}$ forwards or backwards again and let poise bar settle until the pointer is centered in the trig loop.

Weighing Instructions

1. Set the upper and lower poise weights to indicate the patient’s approximate weight.
2. Have patient step onto the scale. Ensure they are positioned directly in the center of the platform. Continue to adjust the upper and lower poise weights until the pointer is centered.

Note: It is not necessary for you to wait for the pointer to stop moving in order to read the correct weight. As long as the pointer is moving equally within the trig-loop opening, the patient’s weight can be determined.

3. Observe the location of the indicator arrow built into each poise weight. Read the value on the poise bar, closest to the indicator arrow.

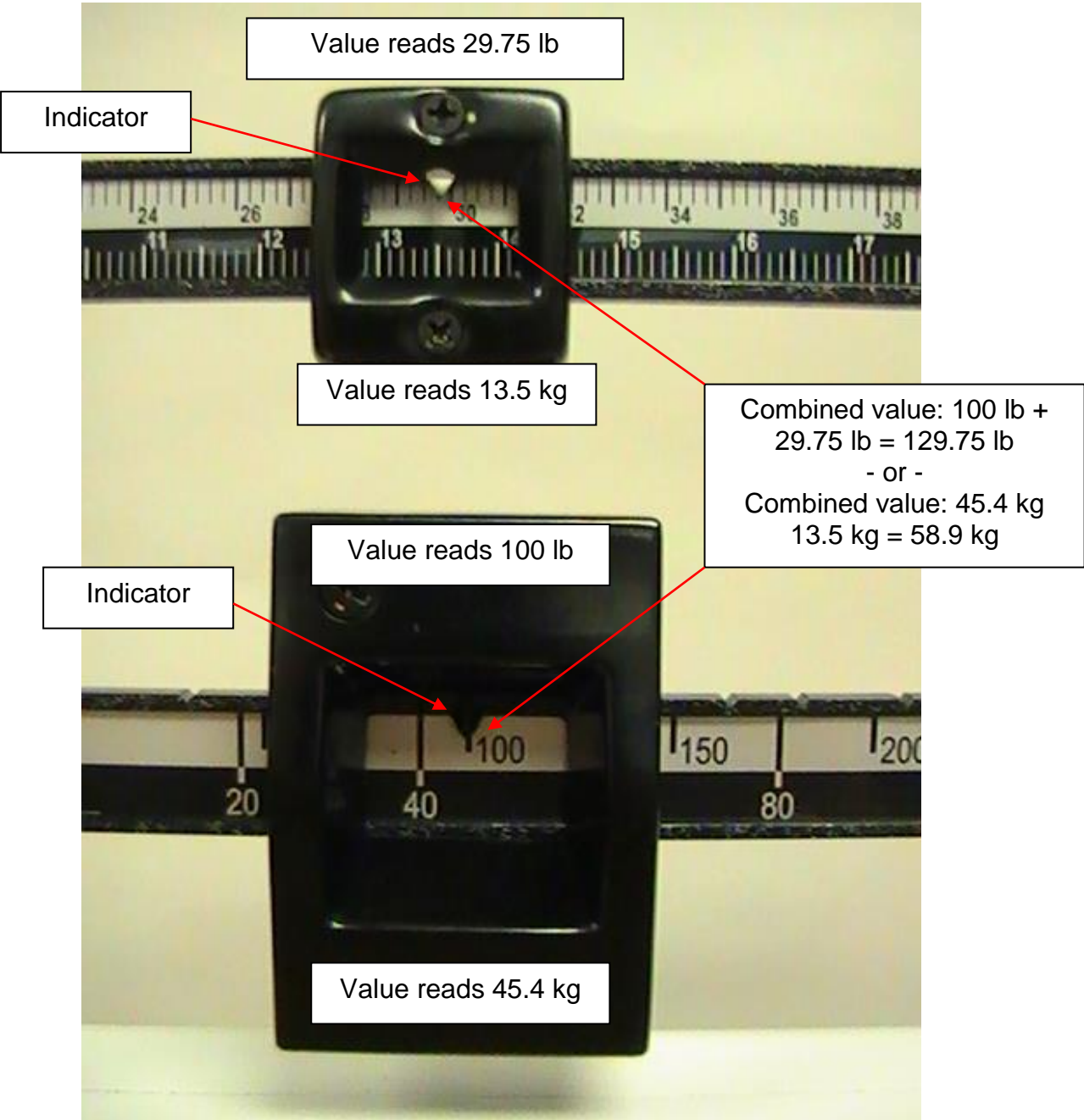
Note: For easy identification, pounds (lb) have black graduations on a silver background, located on the upper portion of each poise bar; kilograms (kg) have silver graduations on a black background, located on the lower portion of each poise bar.

4. Add the indicated reading of the upper poise value to the indicated reading of the lower poise value. The total amount is the patient’s weight. See the example on the next page.

Note: To transport your scale, acquire the optional wheel bracket (Item # 55000). Please refer to the “Transportation” section on page 9 for assembly instructions.

Note: To increase your scale’s capacity, acquire the optional counterweight set (Item # 55090). Please refer to the “Counterweight Instructions” section on page 10.

OPERATING INSTRUCTIONS (CONT.)



HEIGHT MEASUREMENT INSTRUCTIONS

WARNING: Use caution when sliding height rod up and down. The rod should move smoothly, do not move the rod in a jerking motion. Fold headpiece down when not in use.

Note: A patient needs to be a minimum of 11 7/8" (30 cm) tall for height to be measured.

1. With the headpiece in the folded down position, slide the headpiece up or down to the estimated height of the patient. Then raise the headpiece into its horizontal position.

NOTE: FOLD HEADPIECE DOWN BEFORE EXTENDING HEIGHT ROD

CORRECT



INCORRECT



To lower height rod below 46 3/8", push the tab at the top of the height rod and gently lower the headpiece.



Push tab inward to lower height rod below 46 3/8"

2. Ensure that the patient's posture is upright, and that the patient's head is straight and level. Slide the headpiece down until it rests on the patient's head.

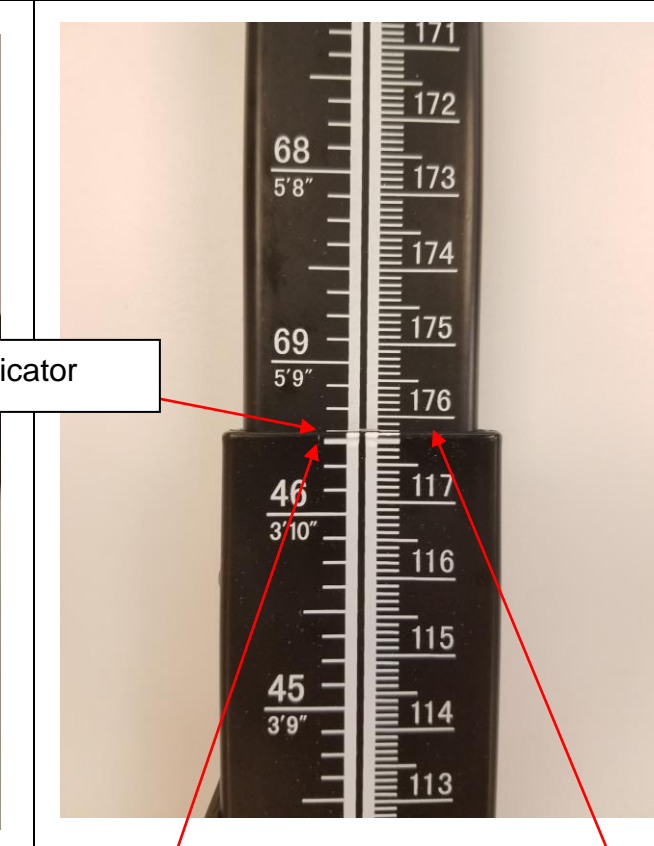
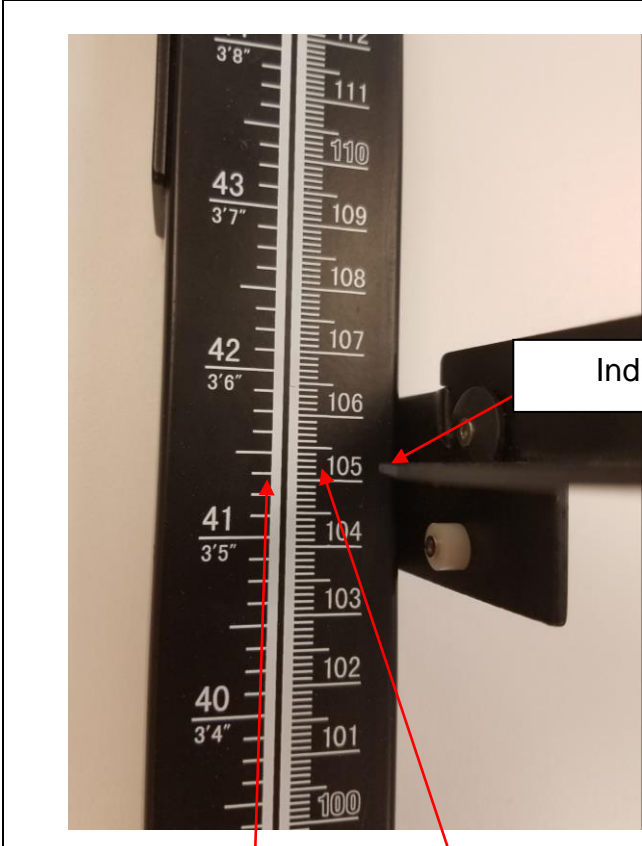


3. Determine the patient's height by reading the value on the measuring strip nearest to the line on the indicator, as shown on the next page.

HEIGHT MEASUREMENT INSTRUCTIONS (CONT.)

Height Rod Below 46 3/8"

Height Rod Extended Above 46 3/8"



Indicator

Inches read: 41" +
3/8" = 41 3/8"

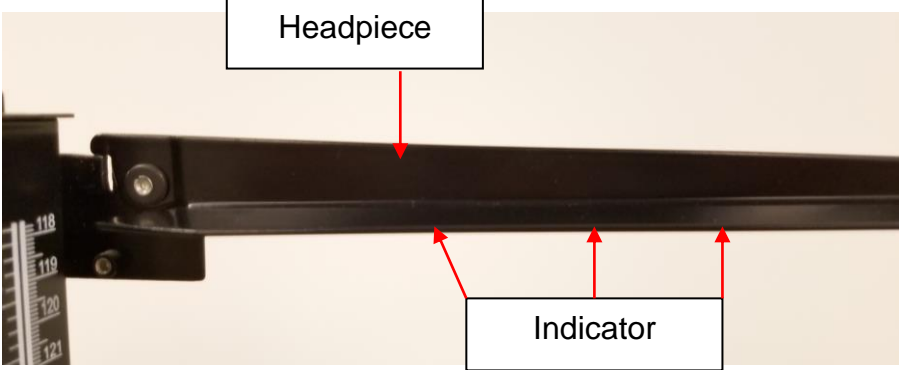
Cm read: 105 cm +
0.2 cm = 105.2 cm

Inches read: 69" +
3/8" = 69 3/8"

Cm read: 176 cm +
0.2 cm = 176.2 cm

Feet and Inches read: 3' + 5 3/8" = 3 ft. 5 3/8"

Feet and Inches read: 5' + 9 3/8" = 5 ft. 9 3/8"

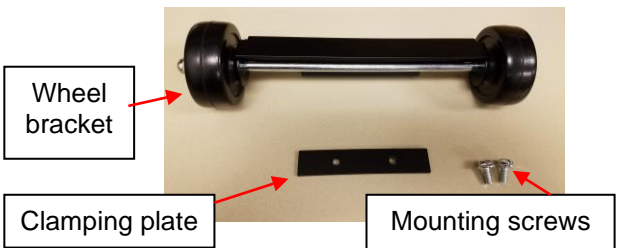




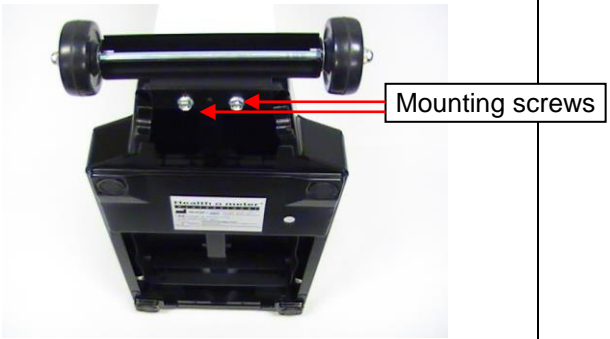


TRANSPORTATION

A wheel bracket is included if purchased as model 402KLWH. If purchased as model 402KL an optional wheel bracket can be purchased separately (Item #55000). Follow these steps to install the wheel bracket:

Tools Required (not included)

Adjustable wrench or 10 mm wrench

<p>1. Remove the mounting screws that attach the clamping plate to the wheel bracket.</p>	 <p style="text-align: center;">Wheel bracket</p> <p style="text-align: center;">Clamping plate</p> <p style="text-align: center;">Mounting screws</p>
<p>2. Gain access to the underside of the scale base by carefully tipping the scale forward until the pillar is resting on the floor. Position the clamping plate inside the base by aligning the holes in the clamping plate and base.</p>	 <p style="text-align: center;">Base</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;">Mount wheel bracket here</div>  <p style="text-align: center;"><i>Close-up view of wheel mounting area</i></p> 
<p>3. Position the wheel bracket onto the base by aligning the holes in the wheel bracket with the holes in the clamping plate.</p>	
<p>4. Insert the mounting screws through the wheel bracket and into the clamping plate. Using a wrench, tighten the mounting screws to secure the wheel bracket to the base. Carefully tip the scale to its upright position.</p>	 <p style="text-align: center;">Mounting screws</p>

To transport the scale, tip the pillar backwards until the scale is resting on the wheel bracket. Carefully move the scale to its new location.

COUNTERWEIGHT INSTRUCTIONS

In order to increase the scale's capacity to a maximum value of 490 lb / 210 kg, the counterweight set (Item # 55090), must be acquired. If purchased as model 402KLCW the set is included with the scale.

In order to employ the counterweight set, refer to the instructions below. Contact technical support with any questions or concerns regarding the use of the counterweight set.

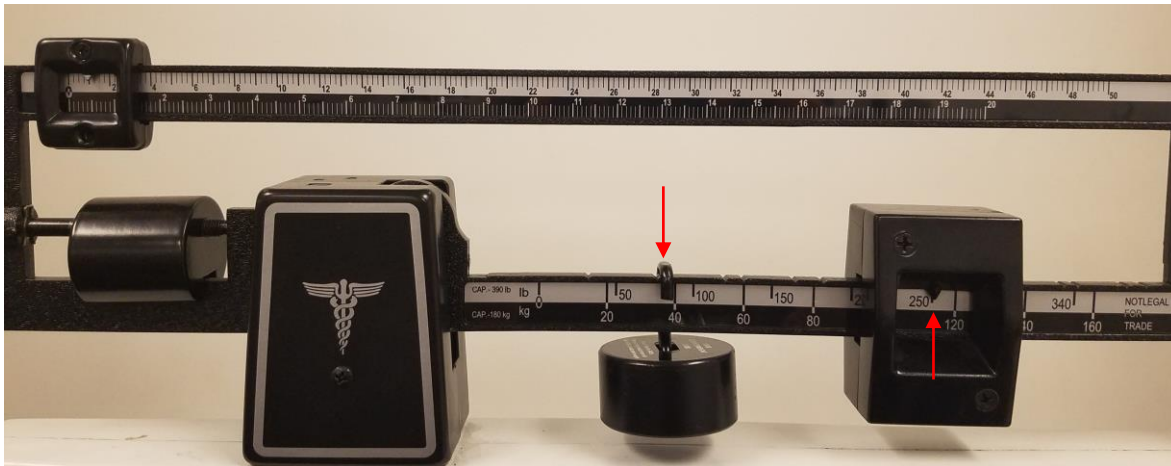


Note: These instructions are for 402KL models with non-rotating poise bars. Use counterweight 55080 for pounds and counterweight 55085 for kilograms.

Counterweight Instructions for Weighing in Pounds (lb)

Note: The 100 lb (55080) counterweight is required when weighing a patient who is over 390 lbs.

Counterweight Instructions for Weighing a Patient 391 - 400 (lb)



1. When a patient weighs between 391 - 400 lb, place the lower poise weight at 250 lb.
2. Place the 100 lb (55080) counterweight on the 3rd notch from the left, between the 50 lb and 100 lb value.
3. Adjust the upper poise weight until the pointer is centered. The poise bar will center in the trig-loop.
4. Read and record the weight. To read the patient's weight, add the weight value indicated on the upper and lower poise bars, as well as an additional 100 lb. See page 15 for a counterweight conversion chart.

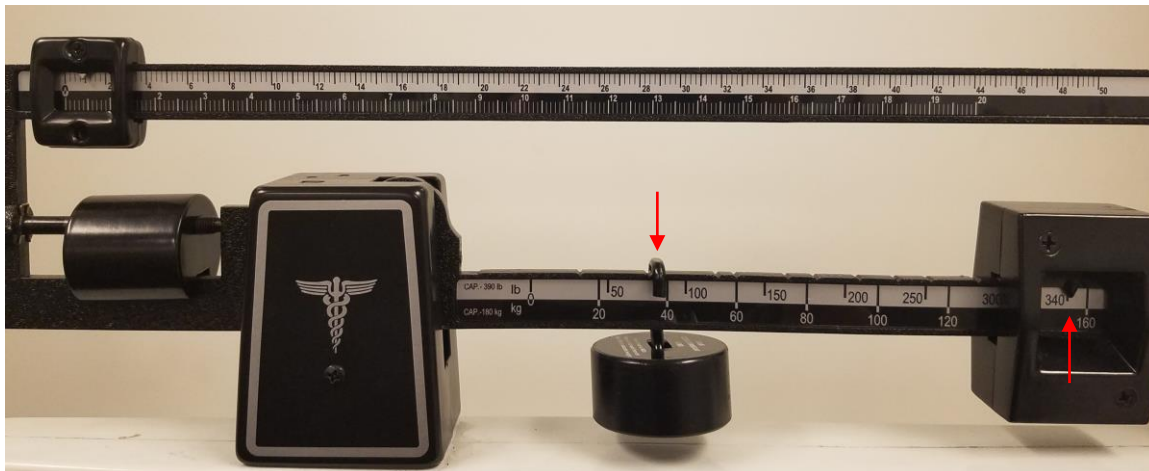
COUNTERWEIGHT INSTRUCTIONS (CONT.)

Counterweight Instructions for Weighing a Patient 401 - 440 (lb)



1. When a patient weighs between 401 - 440 lb, place the lower poise weight at 300 lb.
2. Place the 100 lb (55080) counterweight on the 3rd notch from the left, between the 50 lb and 100 lb value.
3. Adjust the upper poise weight until the pointer is centered. The poise bar will center in the trig-loop.
4. Read and record the weight. To read the patient's weight, add the weight value indicated on the upper and lower poise bars, as well as an additional 100 lb. See page 15 for a counterweight conversion chart.

Counterweight Instructions for Weighing a Patient 441 - 490 (lb)



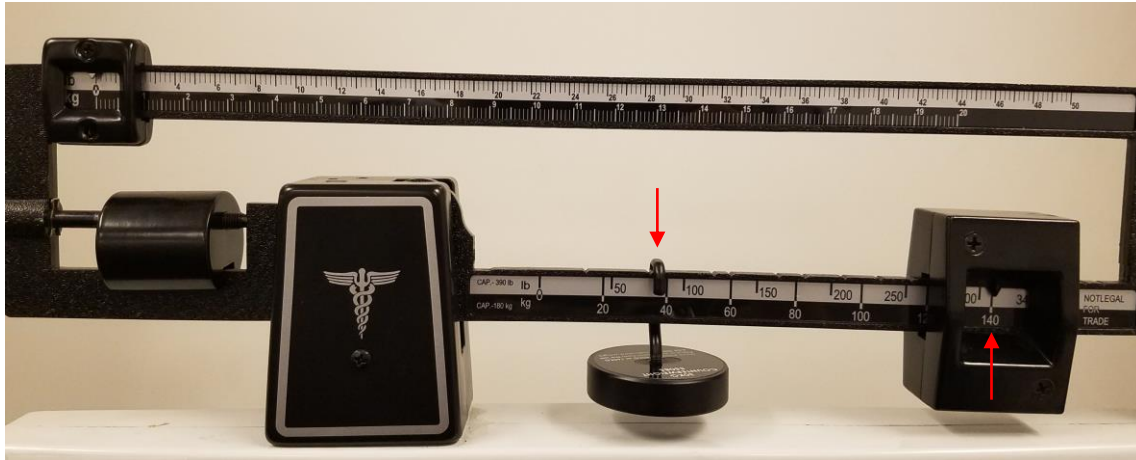
1. When a patient weighs between 441 - 490 lb, place the lower poise weight at 340 lb.
2. Place the 100 lb (55080) counterweight on the 3rd notch from the left, between the 50 lb and 100 lb value.
3. Adjust the upper poise weight until the pointer is centered. The poise bar will center in the trig-loop.
4. Read and record the weight. To read the patient's weight, add the weight value indicated on the upper and lower poise bars, as well as an additional 100 lb. See page 15 for a counterweight conversion chart.

COUNTERWEIGHT INSTRUCTIONS (CONT.)

Counterweight Instructions for Weighing in Kilograms (kg)

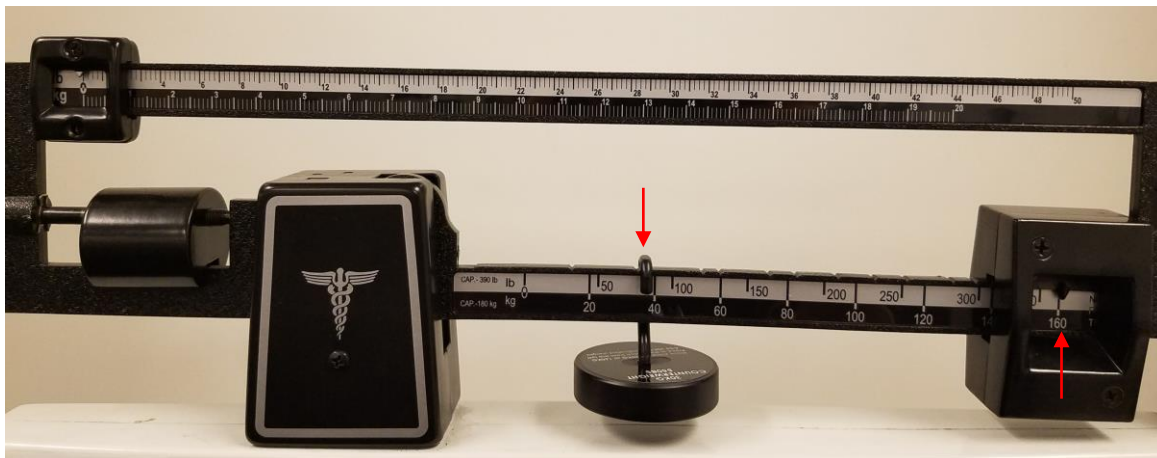
Note: The 30 kg counterweight is required when weighing a patient who is over 170 kg.

Counterweight Instructions for Weighing a Patient 171 - 190 (kg)



1. When a patient weighs between 171 - 190 kg, place the lower poise weight at 140 kg.
2. Place the 30 kg (55085) counterweight on the 3rd notch from the left, between 20 kg and 40 kg value on the lower poise bar.
3. Adjust the upper poise weight until the pointer is centered. The poise bar will center in the trig-loop.
4. Read and record the weight. To read the patient's weight, add the weight value indicated on the upper and lower poise bars, as well as an additional 30 kg. See page 15 for a counterweight conversion chart.

Counterweight Instructions for Weighing a Patient 191 - 210 (kg)



1. When a patient weighs between 191 - 210 kg, place the lower poise weight at 160 kg.
2. Place the 30 kg (55085) counterweight on the 3rd notch from the left, between 20 kg and 40 kg value on the lower poise bar.
3. Adjust the upper poise weight until the pointer is centered. The poise bar will center in the trig-loop.
4. Read and record the weight. To read the patient's weight, add the weight value indicated on the upper and lower poise bars, as well as an additional 30 kg. See page 15 for a counterweight conversion chart.

COUNTERWEIGHT INSTRUCTIONS (CONT.)

Counterweight 55090									
Counterweight 55085 Combine the weight shown on the upper and lower poise then add 30Kg.				Counterweight 55080 Combine the weight shown on the upper and lower poise then add 100lbs.					
Counterweight in third notch from left. Lower poise weight at 140		Counterweight in third notch from left. Lower poise weight at 160		Counterweight in third notch from left. Lower poise weight at 250		Counterweight in third notch from left. Lower poise weight at 300		Counterweight in third notch from left. Lower poise weight at 340	
If the scale reads	The patient's weight is	If the scale reads	The patient's weight is	If the scale reads	The patient's weight is	If the scale reads	The patient's weight is	If the scale reads	The patient's weight is
141	171	161	191	291	391	301	401	341	441
142	172	162	192	292	392	302	402	342	442
143	173	163	193	293	393	303	403	343	443
144	174	164	194	294	394	304	404	344	444
145	175	165	195	295	395	305	405	345	445
146	176	166	196	296	396	306	406	346	446
147	177	167	197	297	397	307	407	347	447
148	178	168	198	298	398	308	408	348	448
149	179	169	199	299	399	309	409	349	449
150	180	170	200	300	400	310	410	350	450
151	181	171	201			311	411	351	451
152	182	172	202			312	412	352	452
153	183	173	203			313	413	353	453
154	184	174	204			314	414	354	454
155	185	175	205			315	415	355	455
156	186	176	206			316	416	356	456
157	187	177	207			317	417	357	457
158	188	178	208			318	418	358	458
159	189	179	209			319	419	359	459
160	190	180	210			320	420	360	460
						321	421	361	461
						322	422	362	462
						323	423	363	463
						324	424	364	464
						325	425	365	465
						326	426	366	466
						327	427	367	467
						328	428	368	468
						329	429	369	469
						330	430	370	470
						331	431	371	471
						332	432	372	472
						333	433	373	473
						334	434	374	474
						335	435	375	475
						336	436	376	476
						337	437	377	477
						338	438	378	478
						339	439	379	479
						340	440	380	480
								381	481
								382	482
								383	483
								384	484
								385	485
								386	486
								387	487
								388	488
								389	489
								390	490

TROUBLESHOOTING

Troubleshooting

Before contacting service personnel, refer to the following instructions to check and to correct any failures for incorrect weight measurements.

For the most accurate weight measurement, use the scale on a hard level surface and stand in the center of the platform. If the error seems excessive, check the following:

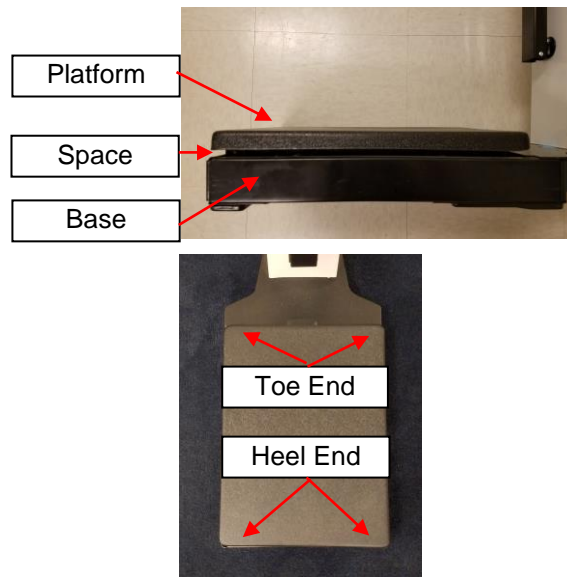
Symptom	Possible Cause	Corrective Action
Questionable weight, or the scale does not center equally in the trig loop when the poise weight is "0" value	Bar does not "0" balance	The balance ball must be balanced such that the pointer comes to rest in the center of the trig-loop when both poise weights are set at "0" value. Ensure that the upper and lower poise weights are firmly against the shoulder of the beam. Adjust the balance ball screw by turning the screw at the left end of the bar until balanced.
Bar does not move freely	Bar sticking or adjustment needed	Check if the pointer is touching the side of the trig loop in its range of travel. Realignment of the beam may be necessary if it is touching. Ensure that the upper and lower poise weights are firmly against the shoulder of the beam. Adjust the balance ball screw by turning the screw at the left end of the bar.
Platform rocks excessively or touches base at any corner	Base out of alignment	See instructions on next page.
Beam does not move at all during weighing process	Scale may have improper steel rod connection or poise weight may have been set at a higher weight than patient's actual weight.	Reset the weights to a lower weight. Ensure the steel rod is connected properly, refer to "Assembly Instructions" on page 5.
Scale not accurately measuring weight		Contact Customer Service at 1 (800)-638-3722.

For further assistance please contact technical support toll free at 1 (800) 638-3722.

TROUBLESHOOTING (cont.)

Base Alignment Instructions

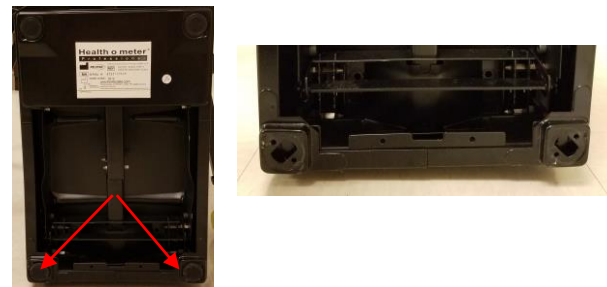
1. Check the space between the platform and the base. The space should be even on all four sides of the base. To test if the space is even gently press down on one of the toe-end corners and note the depressed space. Press down on the other toe-end corner and compare the space. Do the same for all four corners to detect which corner is higher or lower than others.



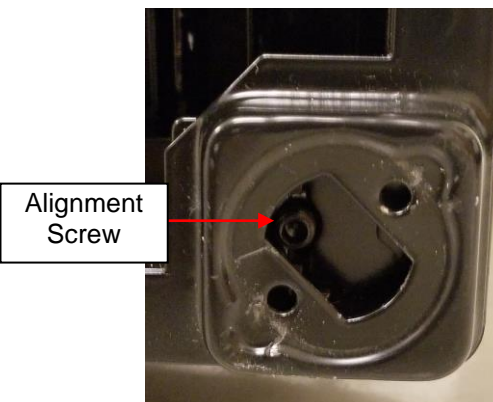
2. To align the space between the platform and base the hex screws on the underside of the base need to be adjusted. To access the underside of the base obtain a sturdy chair and place the top of the pillar with the height rod side facing down on the seat of the chair, as shown.



3. On the underside of the scale base remove the two black caps from the "heel end".



4. With the caps removed you can access the alignment screws that allows the "heel end" of the base to move up or down. Use a 7/64" or 1/8" allen wrench to adjust the screws. As you adjust the screws, watch the space between the base and platform move to ensure the space is even. When the space looks even, test the platform by pressing each corner one time. The space on all four corners should be the same as the "toe end". If all are even replace the black caps and return the scale to its upright position.



MAINTENANCE AND CLEANING

The following provide instructions for maintenance and cleaning for the 402KL. Maintenance operations other than those described in this manual should be performed by qualified service personnel.

Maintenance

Before first use and after periods of non-use, check the scale for proper operation and function. If the scale does not operate correctly, refer to qualified service personnel.

1. Check overall appearance of the total scale for any obvious damage, wear and tear.
2. Do not store near chemicals, heaters or radiators.
3. Do not drop, kick, or jump on the scale.
4. This scale is a sensitive weighing device. Items such as clothing or towels placed or dropped on the scale may cause it to operate incorrectly. In order to prevent this, do not store or leave anything on the scale.
5. If your scale fails to work properly, do not attempt to dismantle it. This will void your warranty. See warranty information instructions on having your scale serviced.
6. All bearings and working parts are permanently lubricated. **DO NOT USE OIL OR LUBRICANTS.**

Cleaning and Disinfecting

Proper care and cleaning is essential to ensure a long life of accurate and effective weighing.

1. Health o meter® Professional recommends using one of the following solutions on a soft cloth or disposable wipe:
 - mild soap and water solution
 - 70% isopropyl alcohol
 - solution with 1-5% hydrogen peroxide concentrationAfter cleaning/disinfecting, wipe with a cloth dampened with water and then with a clean dry cloth. To avoid residue build-up or damp surfaces, ensure all scale parts are completely dry after cleaning.
2. Never use rough or abrasive materials to clean the scale, as these will damage the scale's finish.
3. Do not submerge the scale in water or any other liquid.
4. Do not pour or spray fluids directly on the scale.

Replacement Parts

PART NUMBER	DESCRIPTION	UNIT OF MEASURE
400HARDWARE	ALLEN WRENCH AND HEX SCREWS	1 SET
55000	WHEELS	1 EA
55090	COUNTERWEIGHT SET (LB AND KG)	2 EA
402KLROD	HEIGHT ROD	1 EA
400BASE	BASE	1 EA
400COVER	PLATFORM COVER	1 EA

WARRANTY

10-Year Limited Warranty

What does the Warranty Cover?

Health o meter® Professional scales are warranted from date of purchase against defects of materials or in workmanship for a period of ten (10) years. If product fails to function properly, return the product, freight prepaid and properly packed to Pelstar, LLC (see "To Get Warranty Service", below, for instructions). If the manufacturer determines that a defect of material or in workmanship exists, the customer's sole remedy will be replacement of the scale at no charge. Replacement will be made with a new or remanufactured product or component. If the product is no longer available, replacement may be made with a similar product of equal or greater value. All replaced parts are covered only for the original warranty period.

Who is Covered?

The original purchaser of the product must have proof of purchase to receive warranty service. Please save your invoice or receipt. Pelstar dealers or retail stores selling Pelstar products do not have the right to alter, or modify or any way change the terms and conditions of this warranty.

What is Excluded?

Your warranty does not cover normal wear of parts or damage resulting from any of the following: negligent use or misuse of the product, use on improper voltage or current, use contrary to the operating instructions, abuse including tampering, damage in transit, or unauthorized repair or alternations. Further, the warranty does not cover natural disasters, such as fire, flood, hurricanes and tornadoes. This warranty gives you specific legal rights, and you may also have other rights that vary from country to country, state to state, province to province or jurisdiction to jurisdiction.

To get Warranty Service make sure you keep your sales receipt or document showing proof of purchase. Call (+1) 800-638-3722 or (+1) 708-377-0600 to receive a return authorization (RA) number, which must be included on the return label. Attach your proof of purchase to your defective product along with your name, address, daytime telephone number and description of the problem. Carefully package the product and send with shipping and insurance prepaid to:

Pelstar, LLC
Attention R/A# _____
Return Department
9500 West 55th Street
McCook, IL 60525



PELSTAR, LLC

9500 West 55th St. McCook, IL 60525-7110 USA

1-800-638-3722 or 1-708-377-0600

PLEASE REGISTER YOUR SCALE FOR WARRANTY COVERAGE AT:

www.homsscales.com

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