

# BLUE Sheets - Basic Lessons for Understanding Equipment

## POV (Scooters)

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Patient: M|SITE.SHIP\_TO\_NAME

Patient ID: M|CUSTOMER.PATIENT\_ID

Model #:  ▼

Serial #:

Date: M|C|CURRENTDATE

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### Setting Up Your Equipment

- P.O.V's (also called scooters) come in various makes, models, sizes, and have either 3 or 4 wheels. All models use a tiller for steering and drive controls. Familiarize yourself with your particular vehicle being operated.
- Your P.O.V. will be fully assembled, tested and charged by the dealer before final delivery and adjustments are made.
- Always check your equipment to insure that you are receiving exactly what was ordered and prescribed for you.
- Make all final adjustments as to seat height, seat angle, tiller height and tiller angle to maximize your comfort and confidence in use.

### Using Your Equipment

- Check to make sure the power is off before transferring onto the P.O.V.
- If your P.O.V. has an adjustable tiller and seat, move them both to a position that allows as much entry or transfer space as possible. If these adjustable features are not available, you will need to practice transfers until you are comfortable and confident in yourself and your safety.
- Lower the speed adjustment to its lowest setting before turning the power on.
- Always use the safety belt (if supplied) at all times when operating and/or seated on the P.O.V.
- Become familiar with the throttle, brake, and speed control functions of the P.O.V. before driving for the first time. Your qualified dealer will demonstrate all these functions for your particular model.
- Always make sure that the battery charger is unplugged from the unit before attempting to drive.
- Begin driving at the lowest speed until you are comfortable with all operations of the unit. Increase the speed control as necessary for a safe operation.
- Transfer into, adjust, and drive the P.O.V. in as many conditions as possible with the dealer present for help and support. (On ramps, grass, gravel and pavement.)

### Frequently Replaced Items

- Tires, tubes, and air pressure are all items that need to be checked periodically. Advise your dealer of any abnormal wear and tear on these. If your unit has flat-free inserts, no air is required for tires

### Maintenance

- Other than possible tire inflation, all mechanical maintenance should be performed by your qualified dealer.
- Normal user maintenance should include the following:
  - Keep your unit clean and out of the harsh elements as much as possible.
  - Battery charging is your responsibility and should be done according to the battery manufacturer's instructions, your dealer's instructions and according to the level of use of your P.O.V. Heavier use of your unit will require more frequent charging.
  - Installation of new batteries should be performed only by a qualified dealer. New batteries must be fully charged prior to first use. **Use only deep-cycle batteries.**

### Special Procedures

- Always consult your dealer if there is any change in your condition, your environment or your transportation needs.
- Disassembly and transport of P.O.V.'s varies drastically between makes and models. Make sure that you understand all these procedures as your dealer has instructed and demonstrated.

### Safety Issues

- Never operate this vehicle for the first time without the aid and training of your qualified dealer.
- Always make sure the power switch is in the off position before any attempt to transfer into or out of the P.O.V.
- Secure the safety belt (if one has been supplied) before attempting to operate the vehicle. Keep this belt secured at all times while seated.

- king and transferring in or out on an incline are not recommended.
- When driving up an incline, it's best to lean forward. This will increase the stability of the unit and shifts the center of gravity forward.
- If your unit comes equipped with anti-tipper devices, do not remove them. Removal could cause drastic performance changes with the unit on inclines.
- Always avoid driving over or climbing curbs and steep or vertical inclines. Doing so can cause damage to the vehicle, injury from tipping over, and the unit may become lodged or stuck in a precarious position.
- Beware of slippery driving surfaces. They can cause a lack of traction for the unit and are also very unsafe for transfers. Try to avoid wet grassy areas, snow, ice and loose materials.
- Operate this vehicle on ramps and lifts only with supervision or help.
- Always make as wide turns as possible. Wider turns help to keep your center of gravity lower for greater stability. All turns should be made at the lowest possible speed to maintain all wheels on the ground at all times
- Always call your dealer for all battery maintenance other than normal charging.

**\*\* Please contact your equipment provider for any questions, adjustments, or repairs. \*\***

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All Medicare DMEPOS suppliers must be in compliance with CMS Supplier Standards in order to obtain and retain their billing privileges. These standards, in their entirety, are listed in 42 C.F.R. pt. 424, sec 424.57(c). A supplier must disclose these standards to all customers/patients who are Medicare beneficiaries (standard 16). Supplier Standard 12 includes "A supplier ...must instruct beneficiaries on use of Medicare covered items".