

# Workstation on wheels (WOW) education document for early deployment

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## *Abstract*

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The purpose of this document is to support the education and to be a reference for the early deployment of the Workstation on wheels (WOW).

What is a WOW?

- Workstation on Wheels
- It is made of 2 main parts: The Ergotron StyleView Cart and the Tangent Medix T22B Computer
- These computers will have similar functions as the current workstations

## Section 1: The Ergotron Styleview Cart

### Features of the Ergotron Styleview Cart

- Ability to tilt the keyboard tray up or down, pivot left and right, and pull back and forth by grasping the tray and moving it
- Ability to adjust the monitor up and down, tilt forward or back and pivot left and right by grasping the sides of the monitor and moving it. Adjust the monitor so that the top of the screen is at eye level.
- Ability to adjust the height of the unit up and down by pulling up the silver lever on the right of the cart.



- Mousepad can be used on the left or right side. Mouse holder located on the right side
- 4 wheels to easily move the cart and 2 wheel locks to immobilize cart
- Flat work area on the cart for tasks such as charting
- Some models will have drawers for additional supplies or medication
- Some models will have a basket on the back for charts or supplies
- Some models will have additional holders for infection control wipes and hand sanitizer
- A barcode scanner for scanning medication labels and patient labels. (Disabled for early deployment)

### Ergonomic tips for the WOW

#### When sitting or standing:

- Ergotron has an ergonomics video (not all features shown may be available, as the cart shown is similar but not exactly the same as BCC) <https://www.youtube.com/watch?v=pkrtVCzP9cE>
- Adjust height so when keying/mousing your arms are hanging loose at your sides and forearms are parallel with the floor
- Adjust monitor so the top of the screen is at eye level and at arm's length. Users with bifocals and progressive lenses may need to lower the monitor to avoid tilting their head back when viewing the screen



- Vary posture frequently. For example, shift your weight from side to side when standing and move between standing and sitting when possible.
- Consider location of WOW in relation to the patient in order to reduce unnecessary twisting.
- When using the keyboard and mouse simultaneously ensure the mouse is on the same level as the keyboard.



## Section 2: The Tangent Medix T22B Computer

### Features of the Tangent Medix T22B Computer

- Battery powered computer that can run for up to 10 hours without recharging
- 3 batteries that can be swapped out with new batteries from the charging station as needed
- Can be plugged in at any time to charge the batteries and should be plugged into an electrical outlet overnight to fully charge
- Tap and Go utilizing the user's ID badge to quickly log on and off the computer (This will be disabled for early deployment)
- Touchscreen – however this is recommended not to be used as it doesn't function well with BC Cancer programs and may be disabled



### How to use the Tangent Medix T22B Computer

Turning on the unit

- Press the power button on the lower right side of the unit

Using the programs on the computer

- It will function like any other workstation

## *The buttons on the right side of the Tangent Computer*

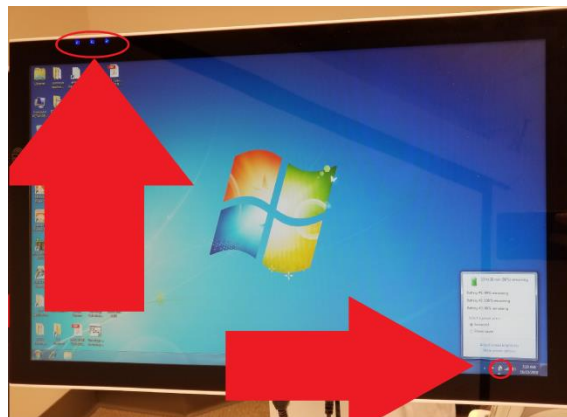
- 1) Is currently non-functional, but they may be programmed in the future.
- 2) Brings up the menu
- 3) Brings up the Ctrl+alt+del menu
- 4) Brings up a touchscreen keyboard
- 5) While turned off: Turns on the unit. While turned on: Locks the unit. If held down will power down the unit (don't do this unless needed to such as if the system locks up)

**NOTE:** Do not use the USB ports (for flash drives or charging phones) as it can cause and error that requires a call to the service desk

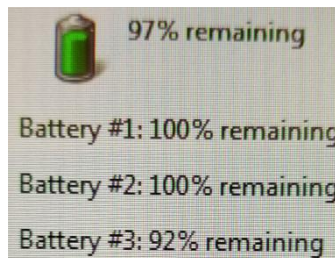
## *The Keyboard and Mouse*

- The Seal shield keyboard and mouse function the same as any other keyboard or mouse.

## *Checking the charge of the battery*



- 1) In the bottom right corner of the monitor, there is a battery icon. Click on this icon and a window will appear with all three batteries and their charge percentages.



- 2) The battery indicator lights on the top left of the monitor can also be used to check the battery power of the WOW.



- a. **Blue** indicates that the battery is charged
- b. **Flashing Blue** indicates that the battery is charging
- c. **Orange** indicates that the battery is low
- d. **Flashing Orange** indicates that the battery is critically low

### Changing the battery

- 1) Lower the height of the WOW to ensure the batteries can be reached at an acceptable level.
- 2) Standing behind the WOW, locate the battery slot on the top of the WOW screen. Press down on the battery slot door to reveal the battery.
- 3) Remove one battery at a time and ensure you start with the **far right battery** as the battery packs drain from right to left (when looking from the back).



Warning! Do not remove all 3 batteries at the same time or the unit will shut down!

- 4) Pull up on the **black ribbon** to remove the battery from the computer.



- 5) Check the battery power by locating a **white button & battery icon** in the corner. Press the white button firmly and indicator lights will appear to show the level of the charge on the battery



- 6) Gently place the low battery into the charging station with the battery pin slots pointing toward the indicator light on the charging station.



Warning! Do not force the battery into the charging station or the WOW as the pins will break!



- 7) Place a freshly charged battery into the WOW by ensuring that the **battery label is facing the rear** of the computer and that the pin slots are aligned.





## Section 3: Infection Control information



### How to Clean and Disinfect a Workstation on Wheels (WOW)

#### QUICK CLEAN & DISINFECT ●

##### WHAT: All high-touch surfaces:

Bar Code Scanner/Holder, Med Prep/Work Surface,  
FESR Microphone (if used), Height Adjustment Handle,  
Keyboard & Mouse, Pin Pad, Medication Drawer Handles

#### COMPLETE CLEAN & DISINFECT ●

##### WHAT: All exterior surfaces including: High-touch Surfaces *plus* Tangent Battery & Charger, Screen & Base

#### DEEP CLEAN & DISINFECT ●

##### WHAT: Entire device including: Wheels, Cables, Underside and Inside of Drawers & Base



#### HOW: 2-Step Process:

- Step 1: Clean with a new/wipe(s) using friction (rub/scrub).  
Step 2: Disinfect with a new wipe(s). Allow to air dry.

#### Avoid the following areas:

- Exposed fan of Tangent computer  
Metallic strips on batteries and barcode scanner

WHEN to Clean	QUICK Clean &Disinfect	COMPLETE Clean &Disinfect	DEEP Clean &Disinfect
No cleaning required if used after hand hygiene practice and outside of patient care areas			
Routine: Daily/Shift Change	-	●	-
Routine: Q2 weeks minimum, and on discharge if dedicated to a patient.	-	-	●
Used within 2 meters of splash or spray (i.e., coughing patient, suctioning)	●	-	-
Visibly soiled with blood or body fluid	-	●	-
Items or equipment from the patient room touched the WOW	●	-	-
Bar code scanner put down in the patient room or in contact with the patient	●	-	-
Exiting an isolation room	-	●	-
When heavily soiled drawers, crevices, etc.	-	-	●

Surface Area to be Cleaned	What Cleaning Product to Use
All surfaces*	0.5% Accelerated Hydrogen Peroxide (AHP) with fungicidal, virucidal and bactericidal claim
For patients on 'contact PLUS' additional precautions (all surfaces)*	Up to 4.5% Accelerated Hydrogen Peroxide (AHP) OR 0.5% NaOCl (Sodium Hypochlorite aka bleach)
Use product manufacturer recommended contact time for all disinfectants	
*For computer screens: after disinfectant dwell time wipe with a clean damp cloth to prevent residue build-up.	

**Note:** Please to refer to your facility's infection control and device cleaning policy.



## Section 4: Support information

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### *Support if a problem is occurring right now*

- Onsite: Peer Mentors & CST Adoption Leads
  - Examples of when to contact them:
    - Quick questions about functionality
    - Ergonomics, how to adjust the WOW
    - How to properly check the charge and charging the batteries
- Remotely: IMITS Service Desk
  - Examples of when to contact IMITS:
    - Password/login problems
    - Application problems
    - Unit not turning on
    - Unit or its accessories appears physically broken
    - Something is stuck with the unit – e.g. cannot adjust the height through normal means



## Appendix

### Manufacturer's websites

Device	Website
Ergotron cart	<a href="https://www.ergotron.com/en-ca/products/product-details/sv41-6300-0#">https://www.ergotron.com/en-ca/products/product-details/sv41-6300-0#</a>
Tangent Medix T22B computer	<a href="https://www.tangent.com/healthcare/medical-computers/medix-t22b">https://www.tangent.com/healthcare/medical-computers/medix-t22b</a>
Seal Shield Keyboard	<a href="http://www.sealshield.com/Products/Standard-True-Type/Silver-Seal-Waterproof-Keyboard_3.html">http://www.sealshield.com/Products/Standard-True-Type/Silver-Seal-Waterproof-Keyboard_3.html</a>
Seal Shield Mouse	<a href="http://www.sealshield.com/Products/Corded-Mice/Silver-Storm-Waterproof-Mouse_2.html">http://www.sealshield.com/Products/Corded-Mice/Silver-Storm-Waterproof-Mouse_2.html</a>

Click on the links below to open and print out the documents for attachment to the WOW.

#### 1. PHSA – BC Cancer WOW Cleaning & Disinfecting Procedure document



How to Clean and  
Disinfect a Workstation

#### 2. Quick Reference Guide (QRG) – WOW battery replacement and charging



Quick Reference  
Guide - WOW Battery

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