**Equipment Servicing and Repairs**

**Servicing**

All electric, portable and lifting equipment must have an annual service to ensure that the equipment is in good working order. This includes hoists, changing benches, stair climbers, plinths, portable platform lifts and portable swimming pool hoists. This does not include class chairs that have a high/low function, wheelchairs, standing frames or walkers as physiotherapist and occupational therapists monitor these.

**Fixed equipment:**

For fixed equipment such as wall-mounted changing benches and ceiling track hoists, the school is expected to have a servicing contract with either the supplier (e.g. Smirthwaite) or a servicing company such as Caretech (contact: service@caretech.co.uk)

The school is expected to pay for the service, then send the receipted invoice to their PNI specialist teacher, who will ensure the school is reimbursed.

**Mobile Equipment:**

Mobile hoists -

All mobile hoists provided by Medequip should be serviced by a Medequip engineer. Medequip will contact the school when a service is due. If the school is not contacted and they are concerned that a piece of equipment is due a service, it is recommended that they contact the servicing department at Medequip on Essex@medequip-uk.com and inform their PNI specialist teacher.

Mobile changing benches –

Please contact your PNI specialist teacher if your mobile bench is due to be serviced. They will arrange the service for you.

**Slings**

Slings are not serviced but require regular inspection. Please keep a record of this.

Schools are required to undertake a visual inspection of slings termly. Should there be any query regarding wear and tear of a sling, the school should contact their occupational therapist.

**Repairs:**

**Fixed equipment:**

As with servicing of fixed equipment – the school will need to contact the supplier or servicing company to arrange an assessment and repair. Schools must also inform their PNI specialist teacher. The school is expected to pay for the service, then send the receipted invoice to their PNI specialist teacher, who will ensure the school is reimbursed.

**Mobile Equipment:**

If a piece of mobile equipment (i.e., a mobile hoist, or mobile bench) needs repairing, the school is expected to contact the specialist teacher and Medequip (Essex@medequip-uk.com).