

Quality Checklist/Description

Item being donated: _____ Donated by: _____

Checked in by: _____ Date: _____

Checked out by: _____ Date: _____

Please check all that apply:

MANUAL WHEELCHAIR:

- size of chair _____
- age of chair _____
- weight bearing limit for chair (lbs) _____
- ___ wheel locks engage tires properly
- ___ footrests present and in working order
- ___ upholstery in good condition
- ___ attaching hardware present and working
- ___ seatbelt/restraining straps in good condition
- ___ wheels in good condition
- ___ casters in good condition
- ___ frame in good condition
- ___ handgrips present
- ___ handgrips firmly attach to chair
- ___ chair folds properly
- ___ seat rail guides present
- ___ seat rail guides are working properly
- ___ removable arms come off for transfer
- ___ elevating leg rests lock in place when raised
- ___ handrails attach securely to wheels
- ___ handrails are free from loose chrome or rough areas
- ___ chair has attachments to keep it from tipping
- ___ pneumatic tires hold air properly
- ___ pop off wheels lock securely in place on chair
- ___ wheels are adjusted properly
- ___ wheelchair is clean and in good condition

POWER CHAIRS (additional information):

- Age and type of battery _____
- ___ all caps are present
- ___ battery connections are free from corrosion

WALKERS:

- size of walker _____
- ___ non skid tip on each leg of walker
- ___ all latches work in folding walker
- ___ all latches and buttons lock and work properly on height adjustments
- ___ handgrips are firmly attached
- ___ walker is clean and in good condition

BATHSEATS:

- ___ non skid tip on each leg
- ___ all latches and buttons lock and work properly on height adjustments
- ___ seat surface is free from defects, which could cause scratching or pinching to user
- ___ seat bears weight of person who uses it
- ___ seat is clean and in good condition

HOSPITAL BEDS:

- ___ mattress is clean and in good condition
- ___ hypoallergenic cover
- ___ mattress fits bed (correct size for frame)
- ___ complete set of side rails
- ___ bed, including head and foot, raises and lowers properly
- ___ crank handles are present
- ___ crank handles are working properly
- ___ bed wheel locks engage properly to steady bed for transferring

ELECTRIC BEDS: (additional information)

- ___ bed has properly working backup crank

HOYER LIFTS:

- ___ wheels lock in place during transfer
- ___ pump does not leak and holds pressure
- ___ legs of base open properly to allow lift to fit around chair
- ___ sling chairs are present
- ___ sling is clean and in good condition (no defects, tears or rips)
- ___ for bathroom use: sling is a commode type
- ___ wheels on base roll freely and easily