



Children's Integrated Therapies

# Equipment

Children's Community Therapists assess, recommend and supply specific equipment to children and young people aged 0 - 18 years who are permanent residents of Oxfordshire and who are registered with an Oxfordshire GP.

- Equipment is provided to increase or maintain functional independence, safe moving and handling, to minimise risks, and for postural management and health needs.
- Commercially available equipment will be considered in the first instance.
- If the need for specialist equipment is identified, a principle of minimum intervention will apply e.g. low specification items will be tried in the first instance. This will be reused equipment where appropriate.
- We aim to ensure that provision of equipment is safe, fair, transparent, efficient and effective.
- While the equipment is on loan to a child, the expectation is that it will be looked after as per instructions and any modifications made are reported to the prescribing therapist, e.g. mattress is changed on a bed.
- Parents and carers will contact the prescribing therapist if there is any suspected damage to the equipment or if a review is considered required. The OT/PT service reviews equipment on an ongoing basis and as needs arise.
- The equipment will be returned to the service when it is no longer required.
- We aim to provide equipment with room for growth so that it will not need to be replaced too soon.

- Equipment is provided for specific individuals in their permanent place of residence and, if portable, this equipment should travel with them (if practical) to alternative places of residence.
- Equipment is managed by the local integrated community equipment store, NRS (**01869-225420**). They can deliver, move, repair and collect equipment.

**Equipment occupational therapists provide:** The OT service can provide a variety of equipment which is accompanied by advice and support for safe use. Types of equipment include: seating, bathing, toileting, beds, hoists and slings. A separate document for the safe use of slings should be issued at the time of provision.

### **Equipment Occupational Therapy does not provide:**

**Small items of equipment** such as cutlery or pencil grips. We will show you examples, and parents and teachers can try before you buy. Details can be found on the web or we can suggest suppliers.

**Standard small equipment and aids** e.g. toilet inserts, potties and standard children's chairs and beds

**Car seats** are bought by parents, see 'In-Car Safety Centre' and car seat clinics held around the county by OT at Regional Driving Assessment Centre. Sometimes car seats may be supported by charity funding.

<https://incarsafetycentre.co.uk/>

RDAC <https://www.rdac.co.uk/>

### **Equipment Physiotherapy Service provides:**

- Walking aids such as sticks, posterior walker, rollator. We will provide the equipment clinically most appropriate for your child. Small pieces of physiotherapy equipment may be issued directly from the Physiotherapy service.
- Walking aids with a high level of trunk support may be provided if your child can stand to transfer into it and steer.
- Standing frame. If your child is unable to stand for sufficient time on their own and they have adequate range at their hips, knees and ankles they may use a standing frame.
- Sleep systems for children in need of postural support during the night.

### **Physiotherapy Service also offers:**

- Advice on appropriate shoes.
- Information on how to choose a gym ball and where you can buy them.
- Information to schools on where to purchase equipment they may need.
- Advise on Kinesio tape suppliers.

### ***We will refer to other services where appropriate to provide other equipment such as;***

- Specialist footwear
- Orthotics – an external device your child wears to improve the alignment of a joint such as: an Ankle Foot Orthosis or splint: angled gaiters if your child has tightness at their elbow or knee
- Complex sleep systems if our standard suppliers do not meet your child's needs.

### **Equipment for school**

A child may need special equipment in a school or early years setting. The therapists will assess and recommend equipment and the funding for this will come through the county council and not the NHS. In a mainstream school the first £250.00 contribution in each financial year will come through the school and after that the Special Educational Needs Support Services will top up any additional funding. The equipment is still managed by the local equipment store, NRS.

### **Charity equipment applications**

Occupational therapists and physiotherapists may be able to write letters of support if you are applying to a charity for a piece of equipment such as specialist wheelchair, tricycle etc.

### **Provision, maintenance and review**

#### **Equipment provision**

The supply of larger pieces of Oxford Health equipment is managed by NRS, our contracted supplier, who will check for safety and cleanliness prior to delivery.

**Once a child's piece of equipment has been approved and delivered, please contact a member of the therapy team before you use the equipment.**

Delivery times will vary depending upon whether the item is a stock or a non-stock item. For complex pieces of equipment e.g. seating system, standing frame, bed, your OT/PT will visit after delivery to set this up. The therapist will then demonstrate safe use and check that an instruction manual / information booklet has been provided by NRS. If this is not the case please contact NRS **01869-225420** directly for an instruction manual.

**Equipment should not be used until your therapist has advised that it is safe to do so.**

### **General safety advice for use of equipment:**

- Use according to instruction manual, as demonstrated by therapist and any instructions for use.
- Use for intended use only and for the child that the equipment has been provided for.
- Use safety features on the equipment such as straps and brakes as appropriate e.g. do not use brakes on the mobile hoist when in active use.
- Use height adjustable features (if supplied) to minimise risk of injury to the carer, e.g. put at suitable height for task required to ensure good posture.
- Ensure maintenance / daily checks are followed.
- Any modifications made should be reported immediately to the prescribing therapist even if this modification has been made by another health professional e.g. provision of Repose tissue viability overlay to a bed.

## **Bed safety rail information for parents and carers**

### **Intended use:**

- To prevent the user from rolling or falling out of bed.
- To enhance safety to the user during provision of personal care or fitting of slings.

### **General advice**

The bed rail should always be secured to the base of the bed by a trained technician or health professional (according to manufacturer's instructions).

Use of bumpers (padding) is recommended to reduce risk of entrapment and injury.

Bed rails and accessories must be compatible with bed provided.

### **Contact NRS [01869-225420](tel:01869-225420) for:**

- Broken/ damaged equipment (including fixings).
- Reinstalling or moving bed rails to a new bed.
- Bed rail becoming loose or having excessive movement when in use.
- Advice before privately installing additional equipment to your bed.

## Contact Integrated Therapies local office if:

- You are concerned that the design of the bed or the rails could lead to a risk of the user becoming trapped in any gaps that are present.
- The bed rail is being used to prevent a person from getting out of bed or to contain them in the bed against their wishes (if this is different to when bed was supplied to you, when this need may have been discussed).
- If the user is observed attempting to climb over the bed rails.
- If you have concerns around the safe use of the equipment and would like a reassessment.
- If there is any ongoing difficulty with lowering or raising side rails.

## Maintenance and repairs of equipment

All equipment should have a visual check by you each time you use it. This is especially important for slings which should be checked for tears or damage to the loops (see specific instructions).

**Standing frames** will be serviced by the Physiotherapy Service annually. If you are concerned that equipment supplied has not been serviced or tested according to the schedule, contact NRS directly. ***If it is damaged, broken or not working as it should, then please do not continue to use it.***  
**Contact NRS 01869-225420** or the appropriate therapist.

Frequency	Description	Information
Daily	Clean any stains or spillages.	Hot soapy water can be used.
Daily	Check Upholstery, Frame, Straps & Buckles for signs of wear & tear.	Report any missing parts or damage to therapist.
Daily	Check moving parts are not bent & operate normally.	Do not use if bent or faulty. Report problem to therapist.
Daily/Weekly	Charge battery at regular intervals.	<b>BATTERIES MUST BE CHARGED REGULARLY AND NOT ALLOWED TO RUN FLAT</b>
Weekly (or more often if required)	Wipe down upholstery & frame.	Do not use cleaning products that contain chlorine or methylated spirits.
Monthly (or more often if heavy use of equipment)	Check all nuts & bolts are in place & securely fastened.	Report any missing parts to therapist.
Monthly (or more often if heavy use of equipment)	Check castors are free moving & brakes work correctly.	Remove any build-up of dirt or fluff.

**Electrical equipment:** NRS will arrange to come to service electrical goods that require regular servicing. They should visit and complete a check on all hoists, slings and mechanical bath lifts every six months. They should also complete a check of all beds and chairs with electric motors every year. Equipment that has an electrical connection will also be PAT tested every year.

**Collection and recycling of equipment:** All equipment supplied to a child's home can be recycled if it is no longer needed. Please contact NRS to arrange collection. Within a school setting please contact the Special Educational Needs Physical Disability Team to arrange collection.

**Moving equipment:** If you need your large pieces of equipment supplied by us moving e.g. beds, mechanical chairs, and hoists either within your property or to a new property in Oxfordshire please contact your OT. If you are moving out of Oxfordshire, please discuss this with the therapy team with regards to referring your child on and equipment provision.

### **Stair lifts, step lifts and through floor lifts:**

These items would normally be provided via a Disabled Facilities Grant, after assessment by an Occupational Therapist.

This grant is administered by your local District Council.

Please see separate leaflet regarding home adaptations in Oxfordshire on the Oxfordshire County Council website.

<https://www2.oxfordshire.gov.uk/cms/sites/default/files/folders/documents/socialandhealthcare/adultsocialcare/livingathome/equipmentaidsadaptations/HomeAdaptations.pdf>

All lifts should have a visual inspection completed every 6 months and a service visit every 12 months. There may also be insurance checks completed. For children 0- 18 years this service would normally be provided without charge. If your Housing Association is providing this service, they may make a small charge. As part of this, you should be provided with details of who to contact if this equipment breaks down, including out of hours contact details.

If your child has been discharged from the Occupational Therapy service and you still have equipment supplied by Oxford Health, this becomes your responsibility to monitor and identify any concerns. Please contact NRS for maintenance support or for collection of no longer required equipment. If you feel any equipment needs to be re-assessed, please contact the Children's Community Occupational Therapy Admin team (contacts at end of form).

## Transition to Adult Services

### Occupational therapy equipment

There should be no change in general equipment arrangements when your child turns 18. All equipment is supplied on long term loan. You should contact NRS to arrange repairs or collections, if equipment is no longer used or you move out of Oxfordshire. If you require new equipment or re-assessment, you can make a referral to Adult Social Care for an assessment. The service arrangements for hoists will also remain the same.

The service and maintenance arrangements for stair lifts, step lifts and through-floor lifts may change when your child turns 18. If your lift is maintained by your Housing Association and you have already been paying for this, there may not be a change. If you have not paid for this yet, they may start to charge, but should inform you of this.

If your lift was installed via a Disabled Facilities Grant and/or your Housing Association does not provide a maintenance service agreement, then Oxfordshire County Council may have taken on payment responsibility for this service. When your child turns 18 you will become responsible for organising your own servicing and maintenance and the County Council should inform you of this. You should contact Adult Social Care directly to discuss this with them if you feel that you are unable to fund this and the lift is still in use.

### **Compliments**

If you have had a good service from your therapy team, please send your compliments directly to the therapist or the integrated therapies bases below.

### **Complaints**

If you are unhappy about the service that you have received, please contact the organisation directly in the first instance to try to resolve issues.

### **Contact details- Children's Integrated Therapies:**

[oxonchildrens.therapies@oxfordhealth.nhs.uk](mailto:oxonchildrens.therapies@oxfordhealth.nhs.uk)

**North Oxfordshire:** Orchard Health Centre, Cope Road, Banbury, OX16 2EZ. Tel: 01865 904435

**Central Oxfordshire:** Cornwallis House, Cornwallis Road, Oxford, OX4 3NH. Tel: 01865 904464

**South Oxfordshire:** Abingdon Hospital, Marcham Road, Abingdon, OX14 1AG. Tel: 01865 904 114

**Contact your physiotherapist by phone or**

[Childrens.physiotherapy@oxfordhealth.nhs.uk](mailto:Childrens.physiotherapy@oxfordhealth.nhs.uk)

**Contact the Special Educational Needs Physical Disability Service:**

**SEN Support Services (SENSS)**

Children's Services

The People Directorate

Oxfordshire County Council

The Wheatley Centre, Littleworth Road, Wheatley, OX33 1PH.

Telephone: 01865 323070

**NRS:** 01869-225420

[enquiries@oxfordshire.nrs-uk.net](mailto:enquiries@oxfordshire.nrs-uk.net)

**Oxfordshire Wheelchair Service (supply): 01865 227273**

<http://www.ouh.nhs.uk/occe/services/wheelchair-service.aspx>

**Wheelchair maintenance:** 01865 223881

**Adult Social Care**

Tel: 0345 050 7666

8.30am - 5pm Monday - Friday

**Useful resources**

**Guideposts Trust (for impartial advice on services and equipment)**

<https://guideposts.org.uk/>

Please contact us if you would like the information in another language or different format.

**Arabic** يُرجى الاتصال بنا إذا كنتم ترغبون في الحصول على المعلومات بلغة أخرى أو بتنسيق مختلف.

**Bengali** আপনি এই তথ্য অন্য ভাষায় বা আলাদা আকারে পেতে চাইলে অনুগ্রহ করে আমাদের সাথে যোগাযোগ করুন।  
**Urdu** اگر آپ یہ معلومات دیگر زبان یا مختلف فارمیٹ میں چاہتے ہیں تو برائے مہربانی ہم سے رابطہ کریں۔

**Chinese** 若要以其他語言或格式提供這些資訊，請與我們聯繫

**Polish** Aby uzyskać informacje w innym języku lub w innym formacie, skontaktuj się z nami.

**Portuguese** Queira contactar-nos se pretender as informações noutra idioma ou num formato diferente.

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Trust Headquarters  
Warneford Hospital  
Warneford Lane  
Headington  
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