

# INSTRUCTIONS FOR TRANSPORT BOXES

Ready for despatch in only 6 steps

## 1 Transport box

Please use blue transport box for storage and transport of medical devices used on patients.

Enclosures/contents: Hand-over note, plastic bag for packing products, including seals to close transport box and a plastic bag for packing transport box.

## 2 Preparation of medical devices

Please clean the medical devices according to the instructions for preparation in hospital.

## 3 Packaging and labelling

Pack each pre-cleaned medical device individually in the provided plastic bag, together with respective manufacturer's original data/original label\*. Check the transport box for completeness:

- Medical devices - packaging
- Hand-over note
- manufacturer's original data/original label\*

\*PLEASE NOTE

Manufacturer's original data/original label applies only to initial submission of medical devices.

## 4 Completing the hand-over note

Carefully fill in the hand-over note, sign it and place it in the transport box.

## 5 Sealing the transport box

Close the lid of the transport box and push each supplied seal into openings provided on the left and right front of the closed box.

## 6 Despatch

Pack blue transport box in supplied plastic bag and close it. The transport box is now ready for collection.

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