Instructions For Using

CerviPro SpitGuard™
(U.S. Patent 6,755,197)

Our “Healthcare Professional” says:

“Fool me once, shame on you.
Fool me twice…?

I think she likes me

....I don’t think so”

Visit our website:
www.handlewithcare.com
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and to Download the CerviPro Demonstration Video

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Any HWCIntegrated Product
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Handle With Care Behavior Management System Training
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HWCPlus Defensive Tactics System Training for Law Enforcement
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“If you like our products - you’ll love our training”

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Introduction

Injuries are always a possibility during any application of physical or mechanical restraint, even when a client is managed by the best-trained and most conscientious human service workers or officers. CerviPro SpitGuard is a 3-piece puzzle that converts from a soft “vinyl dipped foam” mat that provides abrasion and rug burn protection to the client’s head and face during a prone restraint - to a spitguard/biteguard in seconds. It can also be applied while the person is sitting, standing or lying in a supine (face up) position. CerviPro will reduce retaliatory and inappropriate behavior on the part of direct care staff by effectively protecting them against biting and spitting. CerviPro is compatible with all conventional restraint methods and equipment, including restraint chairs, restraint beds and handcuffs.

The CerviPro Cervical Collar™ helps to stabilize the cervical spine and limit the effective range of motion for “head butting” and other violent head motions that result in injury. The clear plastic spit guard acts as a barrier to help prevent biting and spitting and the subsequent possible transmission of HIV and other dangerous pathogens present in blood and blood contaminated saliva and sputum. The spitguard never comes in contact with the client’s face, doesn’t obstruct his view and you can read the clients facial expressions which allows you to monitor his physical and emotional safety.

CerviPro is “made in the USA” by Macho Products. Macho is respected around the world for manufacturing quality “vinyl dipped foam” safety and protective equipment. Macho’s “Red Man Suit” is famous for withstanding abuse at the hands of police and correctional defensive tactics instructors during training sessions. We expect that CerviPro SpitGuard will be just as durable. I chose Macho to manufacturer our first two products because they are the best the business.

Clients should be protected from the physical and emotional consequences of their behavior. We should be protected from the physical and emotional consequences of their behavior. I have spent over 25 years creating powerful crisis intervention tools that work in “real time/real speed” situations. CerviPro SpitGuard is a natural extension of our ongoing commitment to make life safer and more professional for everyone.

Bruce Chapman
Inventor

Notes:

• Learning how to use CerviPro correctly involves some investment in time and training. You find that investment worthwhile.

PLEASE BE PATIENT.

• Always assemble and disassemble CerviPro by orienting it in front of you with the “CerviPro SpitGuard” logo and text upside down.

• When CerviPro is new, the Velcro that holds it together is very “sticky” and just a little difficult to work with. The Velcro will relax and the cervical collars will become more comfortable with each use.
WARNING

READ AND FULLY UNDERSTAND ALL WARNINGS AND INSTRUCTIONS BEFORE USING.

- Never apply this product to a client unless they are physically or mechanically restrained or handcuffed. Take appropriate measures to prevent a client from interfering with CerviPro SpitGuard, including using continuous observation.
- Always follow “Universal Precautions” when handling CerviPro SpitGuard
- When using CerviPro SpitGuard as a protective mat:
  This product will only offer an additional margin of protection for the clients face, head and neck while being restrained on tile, carpet, floor coverings and natural surfaces. CERVIPRO PROTECTIVE MAT WILL NOT PROTECT AGAINST TRAUMATIC INJURIES SUSTAINED BY AGITATED AND/OR SELF DESTRUCTIVE PERSONS. YOU MUST MANUALLY STABILIZE THE CLIENTS HEAD WHEN USING CERVIPRO AS A MAT TO REDUCE THE RISK OF INJURY. You are completely responsible for taking whatever actions are necessary to protect the client during a physical restraint,
- Exercise caution when manually stabilizing the client’s head and neck during the application of this product. Consult a physician for any special orthopedic considerations, needs or restraining methods that should be used with each client before using this product.
- Do not allow the client to bite, spit on or injure the person(s) applying this product.
- Use caution when applying the cervical collar. Applying the collar too tightly could cause excessive discomfort and restrict blood circulation causing death or serious injury. Applying the collar too loosely will render the product useless and increase the risk of injury to the client and others.
- Take any verbal or nonverbal communication or complaint by the client seriously. Pay close attention for any indication that the client is experiencing difficulty breathing or any other physical discomfort from the cervical collar or spitguard. In the event a client experiences panic or anxiety that increases their level of agitation, consider discontinuing the application of this product. Do not apply this product unless you are capable of adequately assessing the physical and emotional needs of the client.
- The cervical collar should only be used for its intended design, i.e., to secure the spitguard. It will not prevent cervical injuries nor is it currently approved to treat, stabilize, or support the neck of someone with a neck injury.
- Never leave a restrained client unattended. Maintain continuous supervision of the client by persons who have been properly trained in the physical and mechanical restraint methods approved by your agency. We recommend Handle With Care Behavior Management System or HWCPlus for Law Enforcement.
- Always sanitize each component of CerviPro SpitGuard before reassembling or reusing. Follow the manufacturer’s directions for the disinfectant used to clean CerviPro. Only use a “vinyl friendly” product that is certified to kill all pathogens found in blood, saliva, sputum, and other body fluids.
- Inspect each component for damage after each application. Do not alter or use this product if any component is damaged, worn or unsafe in any way.

QUESTIONS? CONTACT SOFTCIRCLE (845) 256-0306.
Using CerviPro as a Protective Mat During Prone Restraints

**Step 1:** Mechanically or physically restrain the client’s arms using methods approved by your agency. They must remain restrained and under continuous supervision.

**Step 2:** Carefully slide CerviPro under the client’s head, as shown. Position the mat, centering it with the client’s shoulders. Position the cervical collar so it is aligned with the neck and chin. Stabilize the head as necessary to limit and prevent injury to the client.

**Step 3:** Disinfect and store in an accessible staff-secure location.

**Tip:** We’ve provided the two holes in the head protector to hang CerviPro SpitGuard on a wall.
Converting to the SpitGuard During Prone Restraints

Do not convert the mat to the SpitGuard until the client is ready for transport. When you remove the head protector (larger section of foam) the plastic spitguard becomes the only component between the client’s head and flooring and offers less protection. Once CerviPro has been converted to the SpitGuard it is no longer useful as a protective mat.

Tips:
- **Take your time** – “slow is fast”.
- Use the large collar for larger clients and for clients with hair long enough to cover the neck and shoulders, hair worn in buns, and clothing with high collars.
- When in doubt, use the large collar

Step 1

Step 1: Carefully slide CerviPro under the client’s head. Center it with the client’s shoulders and position it so the cervical collar is aligned with the neck and chin. Stabilize the head as necessary to limit movement.

**Tip:** Bias placement of the mat to slightly to the left or right depending upon the direction the client’s head is facing.
Step 2: Simultaneously peel away the Velcro that attaches both ends of the cervical collar to the spitguard and apply the collar to the client. Check carefully to make sure the collar stays in place without being too tight – snug without restricting breathing or causing discomfort. Note: The collar will become more comfortable and easier to use with each use. A new collar will be somewhat stiff but will still offer a reasonable level of comfort. When new, the Velcro is very “sticky” and difficult to work with. The Velcro will relax as it is broken in.

Tips:
- The chin-rest of the collar should be aligned with the client’s chin and mandible (jaw) when you are finished.
- The collar is designed to allow a right over left or left over right closure of the collar.
Step 3: Find the two flexible handles that are now exposed on either side. Starting at the outside corners near the “made in the USA” tags, simultaneously lift and peel the Velcro that attaches both flexible handles to the spitguard. Grab both handles as shown and peel them completely away from the spitguard. In one positive motion, carefully remove the head protector (larger foam section) from under the client’s head to access the spitguard. Continue to manually stabilize the client’s head as necessary for safety.

Tips:
- Use your “little” and “ring” fingers on both hands to maintain pressure against the spitguard as you peel the handles to keep it from moving.
- Do not let the Velcro or handles to “catch” the client, the other CerviPro components or the carpet when you remove the head protector and place it aside
Step 3: Attach the Velcro at each end of the spitguard to the sides of the collar, making sure the spitguard fully covers, but does not come in contact with, the front of the client’s face.

**Tips:**
- The lower edge of the spitguard should rest flush with the lower edge or the cervical collar.
- The collar ends should sit flush with the back of the collar.

Step 4: Recheck all Velcro attachments and move the client out of the prone position ASAP.

**Tip:** Observe the client closely as he tries to “test” the collar. Adjust by changing the overlap angle of the collar in the back to accommodate an unusually shaped neck and/or chin to keep it in place.
**Step 6:** Remove the collar and spitguard when the client is no longer at risk for biting or spitting.

**Step 7:** Disinfect and properly reassemble CerviPro SpitGuard and store in an accessible staff-secure location.

### Using CerviPro When the Client is Sitting or Standing

**Step 1:** Mechanically or physically restrain the client’s arms using methods approved by your agency. The client must remain restrained and under continuous supervision.

**Tip:** Stay out of the view of the client while assembling the CerviPro.

**Step 2:** Disassemble the components and close the collar as if worn.

**Step 3:** Attach the SpitGuard to the collar; making sure the lower edge of the SpitGuard is resting flush with the lower edge or the cervical collar. The collar ends should sit flush with the back of the collar when it is on the client.

**Step 4:** Open the collar with the SpitGuard attached, maneuver behind the client. Without telegraphing your intentions, quickly/carefully apply the collar and SpitGuard. Manually stabilize the head and neck as necessary, check for comfort and safety.

**Step 5:** Recheck all Velcro attachments and observe the client as he tests the collar. Adjust the overlap angle of the collar in the back to keep it in place.

**Step 6:** Remove the collar and spitguard when the client is no longer at risk for biting or spitting.

**Step 7:** Disinfect, reassemble CerviPro correctly and store in an accessible staff-secure location.

### Assembling CerviPro

**Step 1:** Place the spitguard in front of you with the curved side toward you and the Velcro on the ends facing up.

**Step 2:** Center the head protector on the spitguard, matching the flexible handle ends with the straight edge side of the shield.

**Tip:** Only the “made in the USA” tags should protrude past the shield’s border.

**Step 3:** Working your way from the center to the ends, butt the center of the cervical collar against the head protector so they fit tightly (like a jigsaw puzzle). Press the thin Velcro strips where they abut together before pressing the Velcro at the collar’s ends onto the shield.

**Tip:** Finish by pressing the small Velcro square under the chin rest of the collar onto its Velcro attachment point on the spitguard so that it maintains pressure against the head protector where they join in the center.
Training Protocol

We ask that your agency designate a responsible person (ideally an agency trainer) to gain familiarity with CerviPro (CP) first so they can properly train others in its use. Follow the steps of the training protocol precisely. Do not place CP on a client before completing this training protocol.

Exercise 1 – learning how to converting CP to the SpitGuard
(without using it as a protective mat)

1. Fully familiarize yourself with the product by reading the instructions and warnings.
2. Use the smaller cervical collar for the first time because it is easier to manipulate.
   Tip: When using the large collar, peel the ends back first – then dig in and peel the remainder in a second motion.
3. Place a correctly assembled CP on the floor so that you are looking at the “CerviPro SpitGuard” Logo and text upside down.
4. Peel the cervical collar away from the mat and close it on itself as if you would place it around a client’s neck.
5. Find the two flexible handles that are now exposed on either side.
6. Grab both handles and simultaneously peel them away from the shield. When all of the Velcro has been peeled back from the shield, remove the head protector and place it aside. Be careful not to let the Velcro “catch” the CP components or the carpet if you are practicing in a carpeted area.
   Tip: To keep the shield from moving, use your “little” and “ring” fingers on both hands to maintain pressure against the shield as you peel the handles.
7. Attach both ends of the shield to the cervical collar.
   Tip: Be sure to attach the shield “flush” along lower edge of the collar as shown in the instructions. Be sure that the ends of the shield are attached flush with the back of the collar as shown.
8. Place collar/spitguard on yourself first and adjust it to establish a baseline comfort level. By first establishing how wearing it is supposed to feel, it becomes easier to help others learn how to apply it on you correctly.
9. Reassemble CerviPro according to the instructions.

Practice disassembling and reassembling CP and placing it on yourself until you are totally confident in the proper sequence and procedures before placing CP on another person.
**Exercise 2 - Applying the spitguard on a person who is sitting, standing or lying face-up:**

1. We recommend you start with a small to average sized person with short hair. This will allow you to use the smaller collar, which is easier to manipulate at first. Otherwise, use the appropriate sized collar for the person you are practicing on. **Tip:** When attaching the collar to a larger person or one with long hair use the larger collar. Be careful when taking it off because Velcro will attach itself to hair.

2. Convert the collar and spitguard per above instructions (steps 1-7)
3. Have your training partner place it on himself first and permit them to adjust it for their own comfort (as comfortable as they can make it – in order to establish a baseline comfort level).
4. Practice placing it on them from behind until you are able to duplicate the level of comfort he achieved when he placed it on himself. Be sure the person’s chin sits in the chin-rest and adjust the spitguard as necessary. **Tip:** With practice you will gain a feel for how snug you need to place it on another person. When you are confident, repeat the process with differently sized and shaped persons. Always check for comfort and safety after applying.

**Exercise 3 – Converting CP to the spitguard with a person in the prone position – NO struggling:**

5. Have your training partner lay facedown with their arms at their sides.
6. Orient yourself at their head and place the CP mat under their head (as shown) so that you are looking at the “CerviPro SpitGuard” Logo and text upside down.
7. Follow the application sequence in the illustrations and as practiced in Exercise 1. Check for comfort after each application.
8. Practice with the person’s head turned to the right and turned to the left. Be sure the person’s chin sits in the chin-rest and adjust as necessary. **Tip:** Determining which sized collar to use and how snug to apply it is chiefly a matter of gaining experience with the product and procedure. When in doubt, use the larger collar. Be sure to follow all warnings and cautions listed in the instructions.

Practice until you are totally confident in the proper sequence and procedures. Vary the applications with the person’s head turned to the center, turned to the right and turned to the left.

**Exercise 4 – Converting CP to the spitguard with a mildly to moderately struggling person in the prone position:**

**Note:** It is important that the person struggling not exceed the learning curve, ability level or safety of the people applying it. Be reasonable and exercise common sense while practicing.

1. Be sure you are completely comfortable with the previous instructions before proceeding.
2. Have someone help stabilize the person’s head as shown or by using a method approved by your agency’s medical staff. We recommend gently turning and holding their head to either side.
3. Practice with the person’s head turned to the right and turned to the left. Be sure the person’s chin sits in the chin-rest and adjust as necessary.

Note: Success with CerviPro on a struggling person is directly related to the effectiveness of your established physical and mechanical restraint/head stabilization methods. If the training and physical restraint methods you use as an agency are ineffective, consider Handle With Care training for human service workers or HWCPlus training for law enforcement and corrections.