



## Tote-AI Case Carts, Double-door Models (with center posts)

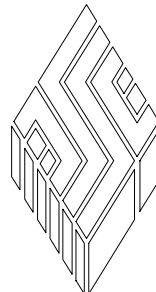
- *Durable, heli-arc welded, stainless steel*
- *Wide selection of shelf and drawer options*
- *Pick from four cabinet lengths and two heights*
- *Recessed or external handles*

**New Model Numbers:**

105495-00	105503-00	105511-00	105519-00	105525-00	105533-00
105541-00	105549-00	105595-00	105603-00	105611-00	105619-00

**Former Model Number:**

105619-00



# SSCI

Wheeling, IL (800) 323 7366

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Wheeling, Illinois 60090, USA

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# Chapter 1 - General Information



## Introduction

An SSCI Case Cart is ideal for keeping all the supplies needed for individual procedures close at hand. Simply load it with sterile instruments, surgical packs, surgical drapes, sutures, and other supplies and wheel it to the surgical suite. When the procedure is complete, all items delivered to the surgical suite within the Case Cart are to be repackaged inside the Case Cart for return to the sterile processing department. Then, after washing, quickly and easily restock the Case Cart with sterile instruments, surgical packs, surgical drapes, sutures, and other supplies for the next surgical procedure or emergency.

You will appreciate the exceptional quality of SSCI's stainless steel Case Carts. We start with heavy-gauge, Type 304 stainless steel, formed, heli-arc welded, and then polished to a smooth, even finish. We then incorporate a host of construction features for industrial-strength durability and exceptionally easy care.

SSCI Tote-AI Case Carts can be designed and sized with couplers and signage compatible with all cart transfer and lift systems.

## About this Manual

Every attempt has been made to insure that the information in this manual is correct and complete. SSCI, however, always welcomes our customer's suggestions for improvements to our products and associated publications.

## Information and Safety Notices

In this manual you will find text under the headings **Note:**, and **CAUTION:**.

### Notes

Under **Note:** headings, you will be given additional information pertinent to the subject discussed in that paragraph or step.

**Example:**

Stainless steel is steel alloyed with chromium to make it highly resistant to stain, rust, and corrosion.

**Note:** This does NOT mean, however, that stainless steel will *never* rust or corrode.

### CAUTIONS

Under **CAUTION:** headings, you will be alerted to potentially hazardous conditions which, if ignored or mishandled, could result in injury to yourself or damage to the equipment.

**Example:**

**CAUTION: Unpacking the case cart is not difficult. The cart is heavy, however, and handling it can be awkward for one person. We recommend that unpacking be done by at least two people.**

## SSCI Contact Information

Contact SSCI Customer Service by mail, telephone, or fax. The department is available from 8:30am to 5:00pm, Central Time, Monday through Friday. Closed holidays.

**Address:** Suburban Surgical Co., Inc.  
275 Twelfth Street  
Wheeling, Illinois 60090

**Telephone:** Illinois - (847) 537-9320, ext. 3518  
Toll Free - (800) 323-7366

**Fax:** (847) 537-9061

**Web:** [www.suburbansurgical.com](http://www.suburbansurgical.com)



## Models

There are twelve models of double-door case carts (with center posts) varying by cabinet size and handle options. These carts allow for configuration with shelves on both sides of the center post. When the doors are open, you have full access to the cart's optional shelves. The doors close tightly against the center post to help seal out environmental contaminants.

## Cabinet Sizes

Case cart cabinets are all 24 in. wide, and either 30 in., 36 in., 42 in., or 48 in. long. Carts are available in two cabinet heights: 33 in. and 48 in.

## Handle Options

Three handle options are available for your case cart:

- **Style A** - Recessed handle, near the top of the case cart - for 33 in. high cabinets (Figure 1).
- **Style B** - Recessed handle, spaced down from the top of the case cart - for 48 in. high cabinets (Figure 2).
- **Style C** - External handle, near the top of the case cart - for 33 in. high cabinets (Figure 3).



Figure 1. Style A Handles



Figure 2. Style B Handles



Figure 3. Style C Handles

**Model Part Numbers**

The SSCI part numbers, handle styles, and dimensions of the twelve double-door case carts (with center posts) are listed in Table 1.

Cart Part Number	Handle Style	Cabinet Dimensions			Overall Dimensions		
		Length	Width	Height	Length	Width	Height
105495-00	A	30"	24"	33"	33.750"	27.375"	39.375"
105503-00	A	36"	24"	33"	39.750"	27.375"	39.375"
105511-00	A	42"	24"	33"	45.750"	27.375"	39.375"
105519-00	A	48"	24"	33"	51.750"	27.375"	39.375"
105525-00	B	30"	24"	48"	35.750"	27.375"	54.375"
105533-00	B	36"	24"	48"	41.750"	27.375"	54.375"
105541-00	B	42"	24"	48"	47.750"	27.375"	54.375"
105549-00	B	48"	24"	48"	53.750"	27.375"	54.375"
105595-00	C	30"	24"	33"	35.750"	27.375"	39.375"
105603-00	C	36"	24"	33"	41.750"	27.375"	39.375"
105611-00	C	42"	24"	33"	47.750"	27.375"	39.375"
105619-00	C	48"	24"	33"	53.750"	27.375"	39.375"

**Table 1. Double-door Case Carts - Parts Numbers and Dimensions**

**Shelf Options**

SSCI provides a variety of shelving options for your case cart. Three types of shelves are available: wire, solid, and perforated. All three types are available in adjustable or roll-out styles. All shelves, both adjustable and roll-out, are adjustable for height. Wire shelves are stainless steel rod, heli-arc welded at all intersections. Solid and perforated shelves are 18-gauge, stainless steel.

Figure 4 shows a case cart with adjustable wire shelves, and Figure 5 shows a cart with roll-out wire shelves.

Part numbers for the various shelf options are shown in Table 2.



Single-door cart shown - double-door similar

**Figure 4. Case Cart with Adjustable Wire Shelves**



**Figure 5. Case Cart with Roll-out Wire Shelves (Rollers Shown in Inset)**

Cart Part Number	Adjustable Shelves			Roll-out Shelves		
	Wire Shelf	Solid Shelf	Perforated Shelf	Wire Shelf	Solid Shelf	Perforated Shelf
105495-00 105525-00 105595-00	220302-00	220312-00	220322-00	220332-00	220342-00	220352-00
105503-00 105533-00 105603-00	220304-00	220314-00	220324-00	220334-00	220344-00	220354-00
105511-00 105541-00 105611-00	220306-00	220316-00	220326-00	220336-00	220346-00	220356-00
105519-00 105549-00 105619-00	220300-00	220310-00	220320-00	220330-00	220340-00	220350-00

**Table 2. Double-door Case Carts (with center posts) - Shelf Options Part Numbers**

## Top Extensions

New double-door case carts can be ordered with extended tops (Figure 6). The extension tops are 18-gauge, stainless steel.

Cart Part Number	Extension Top Part Number
105495-00 105525-00	220401-00
105503-00 105533-00	220402-00
105511-00 105541-00	220403-00
105519-00 105549-00	220400-00
105595-00	220411-00
105603-00	220412-00
105611-00	220413-00
105619-00	220410-00

**Table 3. Extension Top Part Numbers**



**Figure 6. Extended Top**

These extensions increase the length of the top by the following amounts, on each end, depending on cabinet length:

- Cabinet length 30 in. - 5.125 in.
- Cabinet length 36 in. - 8.125 in.
- Cabinet length 42 in. - 11.125 in.
- Cabinet length 48 in. - 14.125 in.

## Accessories

A variety of accessories can be ordered to increase the functionality of your case cart:

- Card holders (open on top edge):
  - 5 in. W x 3 in. H - 600013
  - 6 in. W x 4 in. H - 603673
  - 8 in. W x 5 in. H - 601495
 Custom-sized card holders available
- 2 digit signage plates - 617375
- Sign “THIS END ENTERS LIFT FIRST” - 610794
- Sign “OTHER END ENTERS LIFT FIRST” - 617525
- Drawers (refer to *Optional Drawers* below)

## Optional Drawers

Two types of optional drawers are available for the case cart: drawers that mount inside the cart under the top (Figure 7), and drawers that mount under one of the shelves (Figure 8). Drawers are made of ABS or fiberglass reinforced plastic. All runners are stainless steel.

ABS drawers can be ordered ribbed with vertical channels to accommodate divider strips, or non-ribbed. Fiberglass reinforced plastic drawers can be autoclaved to 250° F. constant.



**Figure 7. Optional Drawer Mounted Under the Case Cart Top**



**Figure 8. Optional Drawer Mounted Under a Shelf**

Drawer Location	ABS	Fiberglass Reinforced Plastic
Under Case Cart Top	220430-240	220435-240
Under Adjustable Wire Shelf	220431-240	220436-240
Under Adjustable Solid & Perforated Shelves	220432-240	220437-240
Under Roll-out Wire Shelf	220433-240	220428-240

**Table 4. Part Numbers for Optional Drawers**

## Returning the Case Cart for Repairs

### RMA Numbers

If your case cart should require return to SSCI for repairs, discuss the problem with one of our Customer Service Representatives. Obtain an RMA number (Return Merchandise Authorization) from them before shipping the unit back.

**Note:** Merchandise returned without an RMA number will not be accepted.

### Packing and Shipment

Package the case cart securely, and ship documentation with the cart including:

- Destination
- RMA Number
- Your name, company, and address
- Your telephone number
- A description of the reason for returning the cart

## **Warranty**

Suburban Surgical Company, Inc. warrants the original purchaser that all equipment manufactured by Suburban Surgical Company, Inc. will be of the highest standards in material and workmanship. All equipment manufactured by Suburban Surgical Company, Inc. will be warranted for a period of one (1) year from the date of shipment from the factory.

Components and casters Suburban Surgical Company, Inc. purchases from other manufacturers will be covered by the respective manufacturer's Warranty.

Warranties will not apply if it is determined by Suburban Surgical Company, Inc. that the equipment became defective due to an accident, misuse, abuse, or alteration. Warranties do not include freight charges for replacement or repair.

## Chapter 2 - Unpacking and Assembly

### General

SSCI Case Carts are shipped fully assembled except for optional shelves which must be installed on-site. If you have problems or require additional assistance, please feel free to call SSCI Customer Service at (800) 323-7366.

### Unpacking and Inspection

**CAUTION: Unpacking the case cart is not difficult. The cart is heavy, however, and handling it can be awkward for one person. We recommend that unpacking be done by at least two people.**

If the shipping container appears damaged in any way, contact the shipping company immediately. Save all damaged packing materials to assist in proving liability for damage.

Carefully inspect your case cart while you unpack it. If any damage is noted, or if parts appear to be missing, call SSCI Customer Service at (800) 323-7366.

### Shelf Installation

Wire, solid, and perforated shelves are all installed in the same way. There are differences, however, in the installation procedures for adjustable and roll-out shelves.

#### Adjustable Shelves

Observe the shelf (Figure 9) and notice that on the front and rear shelf rods, the left end is straight and the right end is bent down at a 90° angle. Also note that the rear of the shelf is flanged *up* (to keep items from falling off when the shelf is moved), and the front is flanged *down*. Notice also, vertical shelf brackets mounted to each inside corner of the cart (Figure 10), in the center of the back wall, and on the center post. A series of oblong holes in the vertical brackets are spaced about three inches apart. The ends of the shelf rods fit into these holes. To install adjustable shelves:

1. Open the case cart door.
2. Put the shelf into the cabinet (flanged-up side to the rear) with the right side tilted up at about a 30° angle.
3. Place the straight (left) rod ends into the holes in the left front and rear vertical brackets at the desired level.

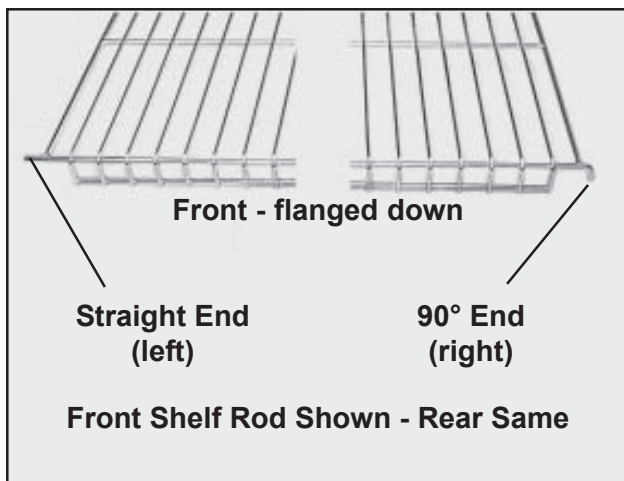


Figure 9. Adjustable Shelf

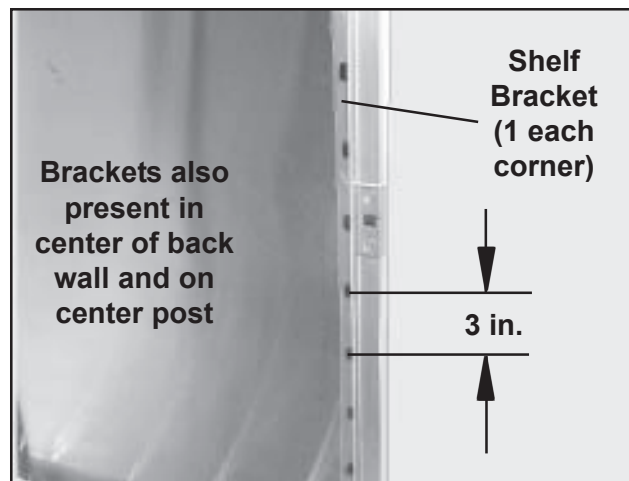


Figure 10. Shelf Bracket

4. Lower the 90° ends (right) and engage rod ends into the right vertical bracket holes. **Note:** Make sure the shelf is level side-to-side and front-to-rear.

## Roll-out Shelves

Mounting a roll-out shelf is a two-step procedure: (1) mounting the two roll-out shelf tracks, and (2) installing the shelf.

Notice the vertical shelf brackets mounted to each inside corner of the cart (Figure 10), in the center of the back wall, and on the center post. A series of oblong holes in the vertical brackets are spaced about three inches apart. The hooks on the roll-out shelf tracks fit into these holes. To install roll-out shelves:

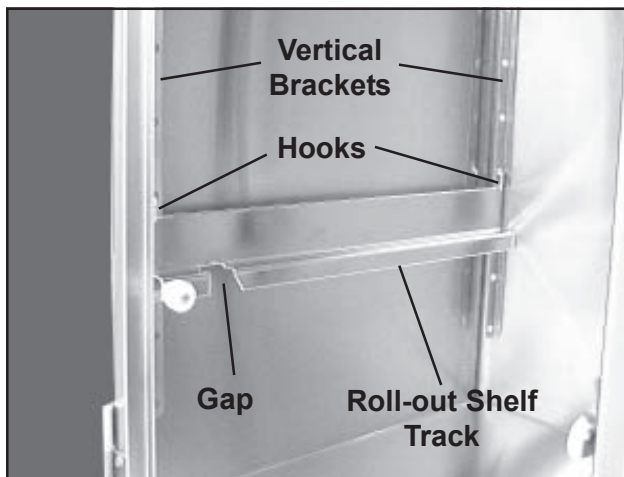


Figure 11. Roll-out Shelf Track and Vertical Brackets

1. Open the case cart door.
2. Make sure that the shelf lock is pivoted up to the release position (Figure 14).
3. Hook both roll-out shelf tracks to the front and rear vertical brackets at the desired level (Figure 11). **Note:** Make sure that the gaps in the roll-out shelf tracks are to the front.
4. Tilt the front of the shelf upward and insert the rear edge into the cabinet.
5. Slide the lower rollers down through the gaps in the roll-out shelf tracks.



6. Lower the front of the shelf to near horizontal.
7. When all rollers are properly positioned, roll the shelf back into the cabinet.
8. Slide the shelf back and forth a few times to make sure it operates smoothly.
9. Slide the shelf all the way into the cabinet.
10. Pivot the shelf lock down to the lock position (Figure 15).
11. Close the door.



## Chapter 3 - Using Your Case Cart

### Opening, Latching, and Closing the Doors

#### Opening the Door

To open the door, push the knob handle down (Figure 12) and swing the door open.

#### Latching the Door in the Full-open Position

The door can be opened a full 270° to lie flat against the side of the cart and can be latched in that position for greater convenience when loading or cleaning. When latched, the knob handle engages either a catch on the side of the cart (Figure 13) or the recessed handle (depending on case cart model) and is held in the full-open position.

#### Unlatching the Door from the Full-open Position

Press down on the latch tongue (Figure 13) and pull the door free of the catch (or recessed handle).

#### Closing the Door

The door can be pushed closed and will lock. It may be easier, however, to press the knob handle down and then push the door closed.

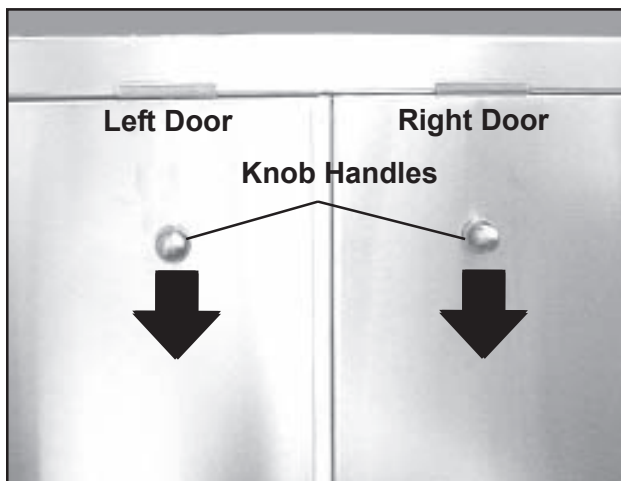


Figure 12. Opening the Doors

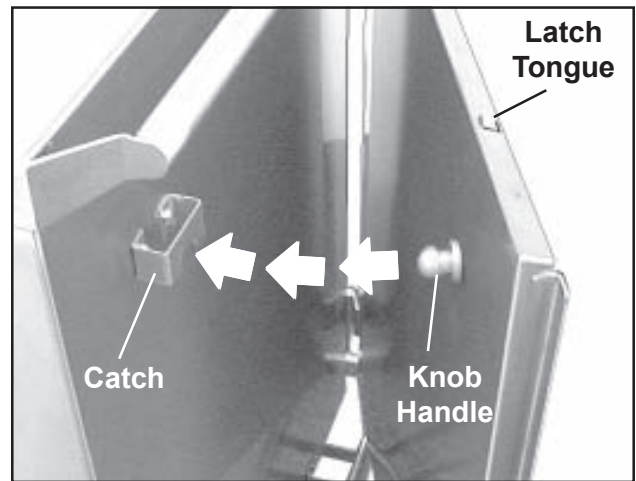


Figure 13. Latching a Door in the Full-open Position

## Using Roll-out Shelves

### Locking and Releasing Roll-out Shelves

The following information is valid for wire, solid, and perforated shelves.

Roll-out shelves have a built-in lock to hold them securely in place so that they do not roll out of the cabinet when not intended. A two-position pivot lock located on the front of the shelf on the right side holds the shelves in place, or releases them when required. Pivot the lock up to release the shelf (Figure 14), or down to lock it (Figure 15).

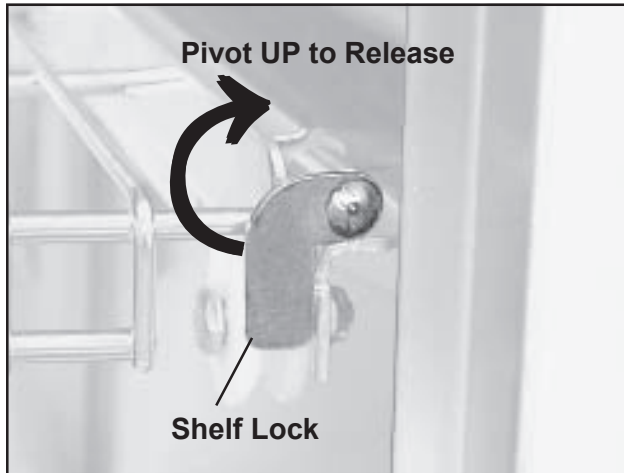


Figure 14. Shelf Lock in Lock Position



Figure 15. Shelf Lock in Release Position

### Rolling Shelves In and Out

Roll-out shelves ride on polyethylene rollers and, when rolled out, extend 14.75 in. past the cart's face to a positive stop preventing accidental removal. The rear edge of each shelf is flanged up to prevent stored items from falling off the back as the shelf is rolled out.

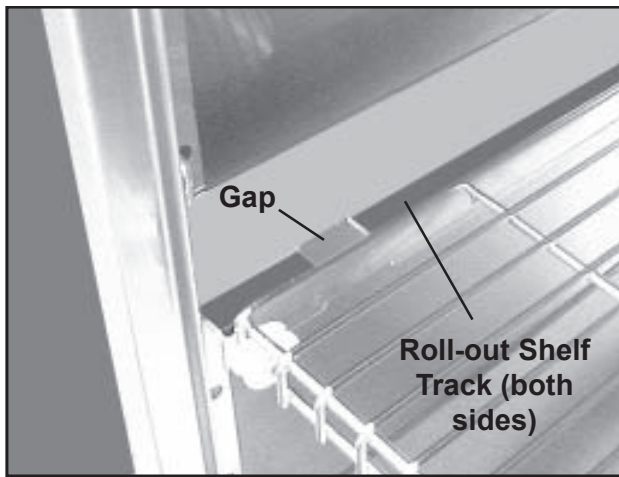
Before attempting to roll the shelf out, pivot the shelf lock upward to the release position (Figure 14). After rolling the shelf back into the cabinet, be sure to pivot the shelf lock down to the lock position (Figure 15).

### Removing and Replacing Roll-out Shelves

It will occasionally be necessary to remove a roll-out shelf for cleaning, height adjustment, etc.

#### Removal

1. Open both cabinet doors and latch them back (Figure 13).
2. Pivot the shelf lock up to the release position (Figure 14).



**Figure 16. Roll-out Shelf Track**

**Note:** The shelf rollers ride on a roll-out shelf track on either side of the cabinet. Notice that on each track there is a 1.25 in. gap about 2.5 in. back from the front end (Figure 16).

3. Roll the shelf out until the front lower rollers approach the gaps.
4. Tilt the shelf up and pull it outward, allowing the lower rollers to come out through the gaps.
5. Remove the shelf from the cabinet.

### Replacement

1. Tilt the front of the shelf upward and insert the rear edge into the cabinet.
2. Slide the lower rollers through the gaps in the roll-out shelf tracks.
3. Lower the front of the shelf to horizontal.
4. When all rollers are properly positioned, roll the shelf back into the cabinet.
5. Slide the shelf back and forth a few times to make sure it operates smoothly.
6. Slide the shelf all the way into the cabinet.
7. Pivot the shelf lock down to the lock position (Figure 15).
8. Close the door.

## Adjusting Shelf Height

Adjustment points are provided in the case cart to allow you to adjust the shelves up and down to suite your needs. Shelf positions are spaced about 3 in. apart, and the number of positions varies with the height of the cabinet. Both adjustable and roll-out shelves can be adjusted for height.

### Adjustable Shelves

Observe the shelf (Figure 17) and notice that on the front and rear shelf rods, one end is straight and the opposite end is bent down at a 90° angle. Notice also, vertical shelf brackets mounted to each inside corner of the cart (Figure 18), in the center of the back wall, and on the center post. A series of oblong holes in the vertical brackets are spaced about three inches apart. The ends of the shelf rods fit into these holes.

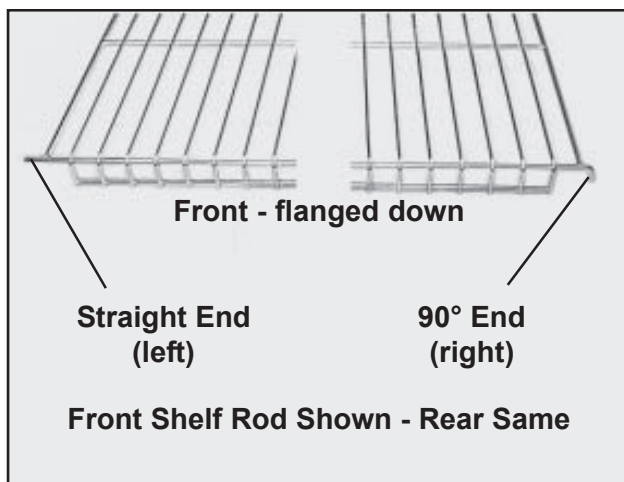


Figure 17. Adjustable Shelf

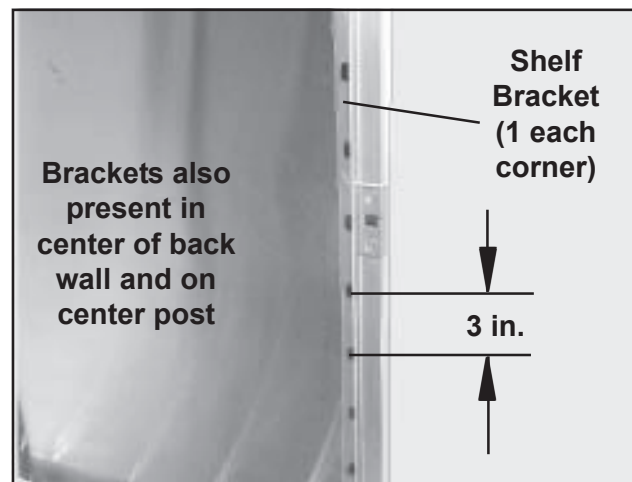


Figure 18. Shelf Bracket

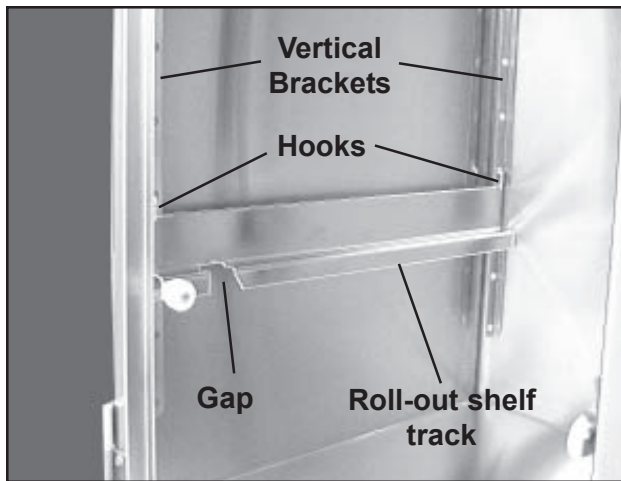
To move a shelf to a different level:

1. Lift up on the side of the shelf with the 90° rod ends until you can remove the straight rod ends from the bracket holes.
2. Place the straight ends into the holes at the desired level.
3. Lower the 90° ends and engage rod ends into the new holes. **Note:** Make sure the shelf is level side-to-side and front-to-rear.

### Roll-out Shelves

Altering the height of a roll-out shelf requires removal of the shelf from the cabinet. To alter the shelf height:

1. Remove the shelf from the cabinet (refer to *Removing and Replacing Roll-out Shelves - Removal, Steps 1 through 5, starting on Page 14*).



**Figure 19. Roll-out Shelf Track and Vertical Brackets**

2. Lift up on the roll-out shelf track and unhook it from the front and rear vertical brackets (Figure 19). Do this for both roll-out shelf tracks.
3. Hook both roll-out shelf tracks to the front and rear vertical brackets at the desired level.
4. Replace the shelf onto the roll-out shelf tracks (refer to *Removing and Replacing Roll-out Shelves - Replacement, Steps 1 through 8 on Page 15*). **Note:** Make sure the shelf is level side-to-side and front-to-rear.

## Removing and Replacing Shelves

It may occasionally be necessary to remove a shelf for cleaning, height adjustment, etc. Removing and replacing the case cart shelves are simple and easy.

### Adjustable Shelves

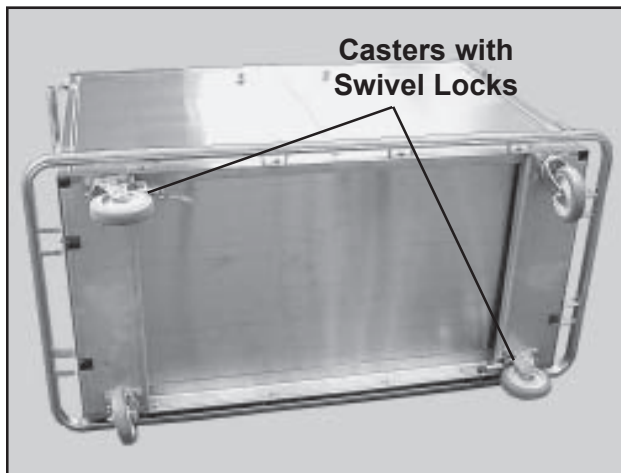
To remove and replace an adjustable shelf, follow the instructions under *Adjusting Shelf Height - Adjustable Shelves on Page 16*.

### Roll-out Shelves

To remove and replace a roll-out shelf, follow the instructions under *Removing and Replacing Roll-out Shelves - Removal, Steps 1 through 5, starting on Page 14*.

## Using the Caster Swivel Locks

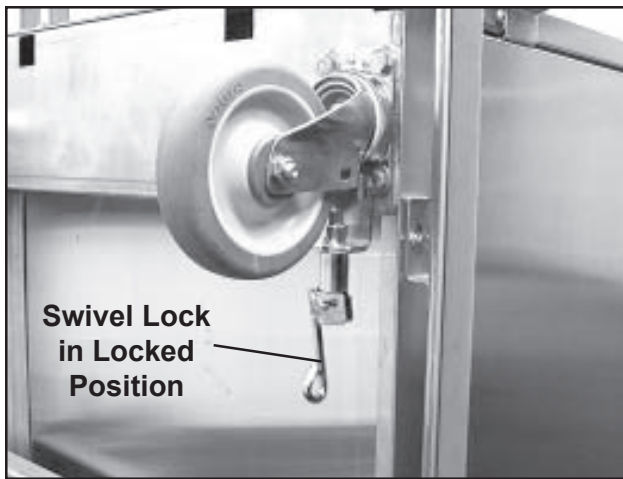
Two of the four casters on each case cart are equipped with swivel locks to insure that the case cart runs straight without turning. The casters with swivel locks are located on diagonally opposite corners of the cart (Figure 20).



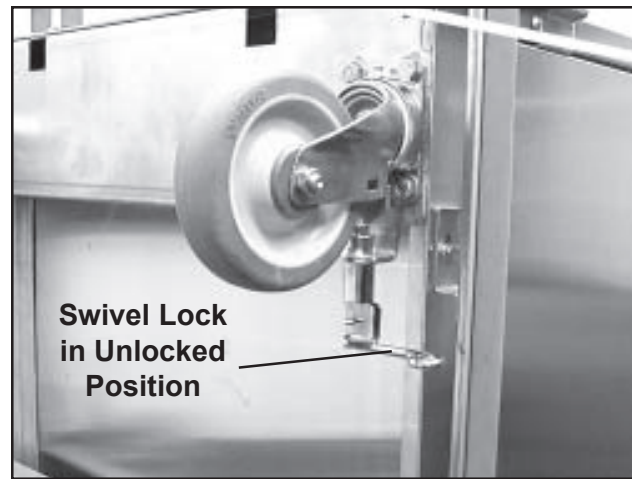
**Figure 20. Typical Case Cart**

### Locking the Swivel

To lock the swivel and prevent the caster from turning, place the swivel lock (Figure 21) in the straight-out position. In this position, the end of the lock enters a notch in the swivel body and prevents it from turning.



**Figure 21. Caster with Swivel Lock - Locked**



**Figure 22. Caster with Swivel Lock - Unlocked**

### **Unlocking the Swivel**

To unlock the swivel and allow the caster to turn, place the swivel handle in the 90° position (Figure 22).



## Chapter 4 - Repairs and Replacements

### Replacement Parts

Table 5 lists the replacement parts available for the case cart. For parts not listed below, contact SSCI Customer Service at (800) 323-7366. Refer to *Parts Ordering Procedure* on Page 21.

Part Name	SSCI Part Number	Quantity	Replacement Instructions
Lower Door Hinge	603485	4	Page 23
Caster, w/ Swivel Lock	C001-31011110-FAA00	2	Page 24
Caster, w/o Swivel Lock	C001-21011110-FAA00	2	Page 24
Latch Striker Plate	608088	2	Page 25
Handle Catch	On Case Carts with Handle Styles B & C (Page 3) - 616380	2	Page 26
Knob Handle	202499	2	Page 27
Latch Bolt	751549	2	Page 27
Latch Bolt Spring	852406	2	Page 27
Bumper, Complete	Refer to Table 6 on Page 20	1	Page 28
Adjustable Wire Shelf	Refer to Table 7 on Page 20	can vary	Page 29
Adjustable Solid Shelf			
Adjustable Perforated Shelf			
Roll-out Wire Shelf	Refer to Table 7 on Page 20	can vary	Page 29
Roll-out Solid Shelf			
Roll-out Perforated Shelf			
Roll-out Shelf Track	Left - 210007 Right - 210008	1 each/Shelf	Page 29
Rollers for Shelf & Track	Refer to Figure 23 on Page 21		Page 30

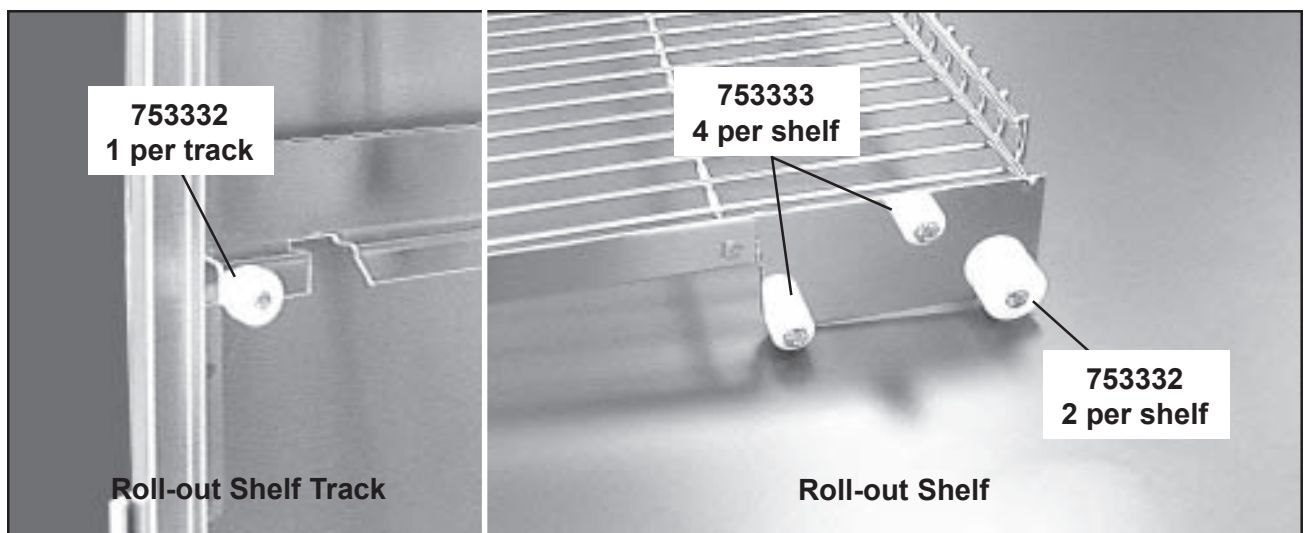
**Table 5. Replacement Parts for SSCI Double-door Case Carts (with center posts)**

Cart Part Number	Bumper Assy P/N
105495-00	205048
105503-00	203074
105511-00	205369
105519-00	207077
105525-00	205048E
105533-00	203074E
105541-00	205369E
105549-00	203077E
105595-00	205048E
105603-00	203074E
105611-00	205369E
105619-00	203077E

**Table 6. Replacement Bumpers - Double-door Case Carts (with center posts)**

Cart Part Number	Adjustable Shelves			Roll-out Shelves		
	Wire Shelf	Solid Shelf	Perforated Shelf	Wire Shelf	Solid Shelf	Perforated Shelf
105495-00 105525-00 105595-00	220302-00	220312-00	220322-00	220332-00	220342-00	220352-00
105503-00 105533-00 105603-00	220304-00	220314-00	220324-00	220334-00	220344-00	220354-00
105511-00 105541-00 105611-00	220306-00	220316-00	220326-00	220336-00	220346-00	220356-00
105519-00 105549-00 105619-00	220300-00	220310-00	220320-00	220330-00	220340-00	220350-00

**Table 7. Replacement Shelves - Double-door Case Carts (with center posts)**



**Figure 23. Part Numbers for Rollers on Roll-out Tracks and Shelves**

## General

- Many threaded fasteners used on SSCI products are secured with thread adhesive to insure structural integrity. Removing any screw or bolt may be difficult at first.
- If during disassembly, you remove any tape, cable ties, etc., remember to replace them when the installation is complete.
- During disassembly, retain all hardware items such as screws, nuts, lockwashers, etc. for reassembly.
- If you have problems with any procedure, please feel free to call SSCI Customer Service at (800) 323-7366.

## Parts Ordering Procedure

Order new equipment, accessories, and replacement parts direct from SSCI. You can order by mail, telephone, or fax. Refer to *SSCI Contact Information* on *Page 2* for address, telephone, and fax numbers. When ordering, please provide the following information:

- Your name
- Company name
- Company account number
- Telephone number
- Fax number
- e-mail address
- Shipping address
- Billing address (if different from shipping address)
- Names, part numbers, and quantities of items being ordered
- Credit card number and expiration date, or other payment information
- Preferred method of shipment
- Information on whether the items are required on a normal or urgent basis

## Parts Replacement Procedures

### Removing and Installing a Case Cart Door

#### Overview

Replacement of some case cart parts will require the removal and subsequent reinstallation of a case cart door.

**CAUTION:** When working on the case cart, make sure the wheels are blocked so that the cart cannot move while you are working. Such movement could create a hazardous condition.

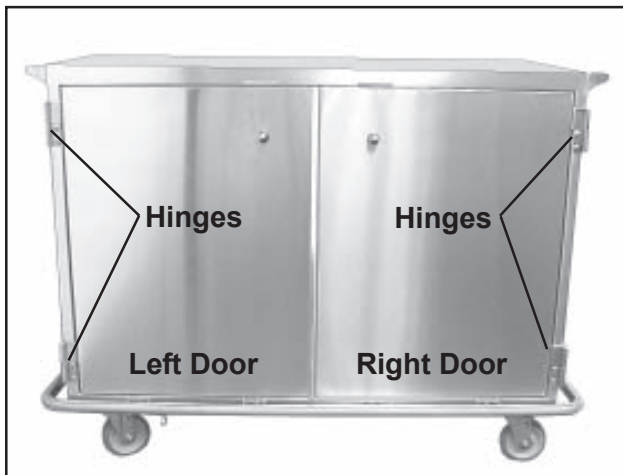


Figure 24. Door Hinges

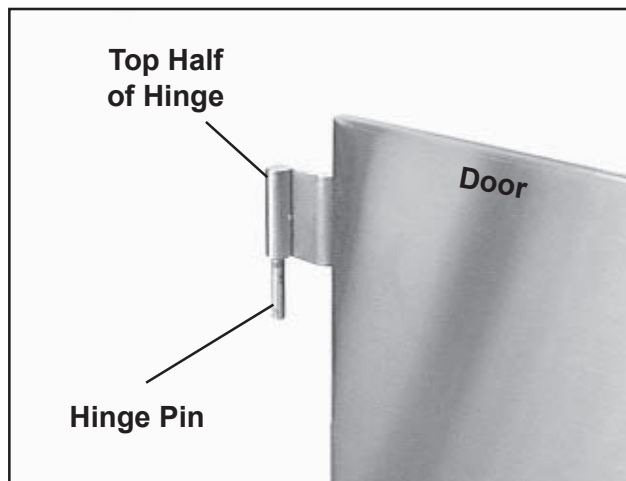


Figure 25. Top Half of Door Hinge

#### Removal

1. Block or otherwise immobilize the case cart wheels so that the cart can't move while you are working on it.
2. Unlatch and open the door.

**CAUTION:** The case cart door is heavy and we recommend that removing and installing the door be done by at least two people.

3. Lift up on the door until the upper and lower hinge pins on the door disengage from the lower hinge halves (Figures 25 and 25) and remove the door.

#### Installation

1. Lift up the door and gently lower both hinge pins into the lower hinge halves (Figure 25). Make sure the hinge pins seat fully into the lower halves.
2. Swing the door open and closed a few times to make sure it moves easily.
3. Close and latch the door.

## Lower Door Hinge

P/N 603485

### Overview

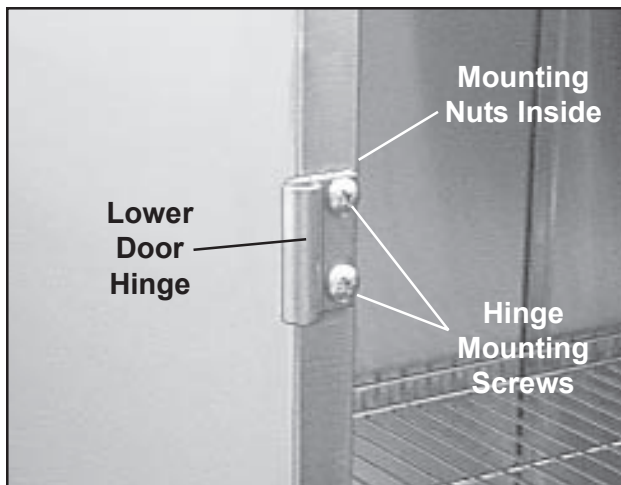
On all double-door case cart doors, each of the two hinges has an upper and a lower half. The upper half is integral to the door itself and cannot be replaced short of replacing the complete door. The lower half is bolted to the case cart and can be replaced if necessary. All hinges, upper and lower, on all double-door case carts are identical.

### Tools Required

- Phillips screwdriver
- Socket wrench, 7/16 in. socket, and 3 in. extension

### Procedure

1. Remove the case cart door. Refer to *Removing and Installing a Case Cart Door - Removal, Steps 1 through 3* on *Page 22*. Observe the **Cautions** shown in the procedure.
2. With a Phillips screwdriver and a socket wrench with a 7/16 in. socket on a 3 in. extension, remove the two hinge mounting screws and nuts (Figure 26), and remove the hinge.



**Figure 26. Lower Door Hinge and Mounting Screws and Nuts**

3. Hold the new hinge in place and secure with the two mounting screws/nuts.
4. Replace the case cart door. Refer to *Removing and Installing a Case Cart Door - Installation, Steps 1 through 3* on *Page 22*.

## Casters

w/ Swivel Lock -  
P/N C001-31011110-FAA00  
w/o Swivel Lock -  
P/N C001-21011110-FAA00

## Overview

All casters, either with or without swivel locks, are removed and installed the same way.

## Tool Required

- 1/2 in. wrench

## Procedure

1. Make sure that the door is closed and latched.

**CAUTION:** The case cart is heavy. We recommend that laying it down be done by at least two people.

2. Lay the case cart down on one side so that the caster being removed is on top.
3. With a 1/2 in. wrench, remove the four mounting screws/washers on the caster base (Figure 27).
4. Lift the complete caster assembly off the case cart.
5. Using the same screws/washers, mount the new caster to the bottom of the case cart.
6. Stand the case cart back up to the upright position.

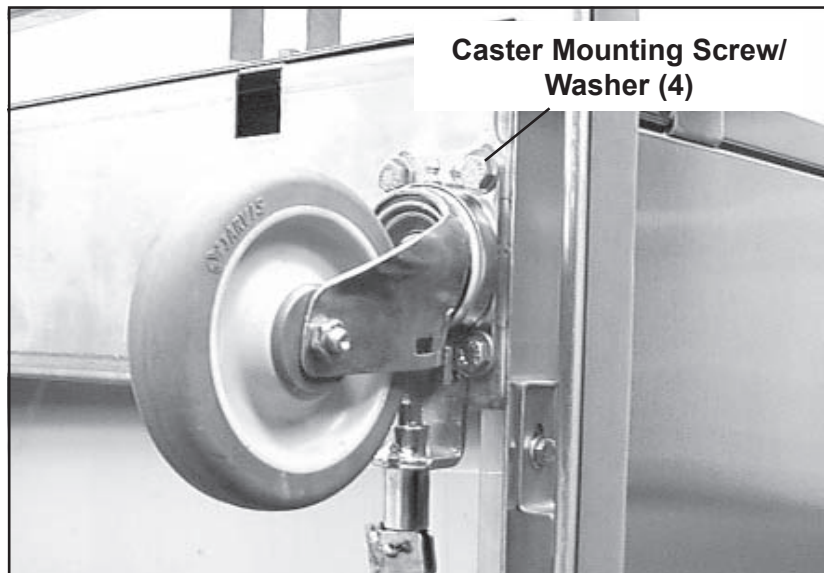


Figure 27. Caster Mounting Screws (4)

**Latch Striker Plate**  
**P/N 608088**

**Overview**

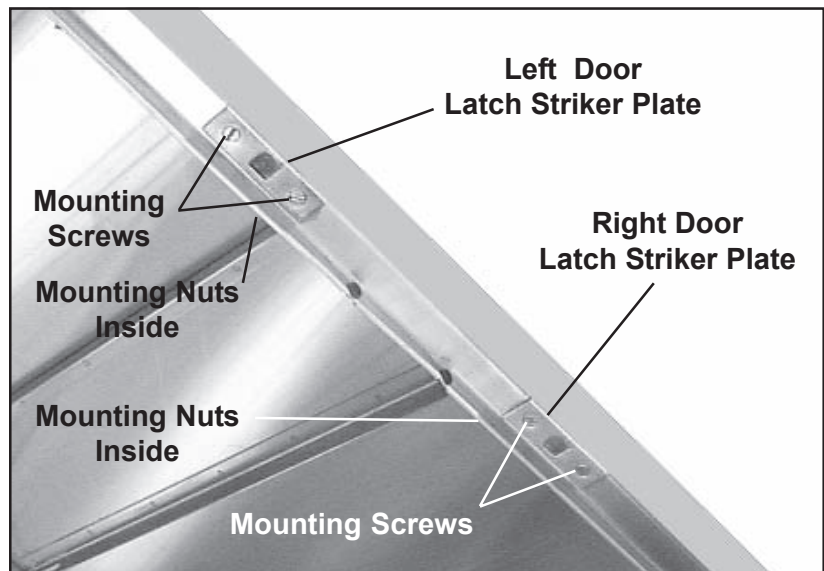
All double-door case carts have two striker plates. They are all identical and are all removed and installed in the same way.

**Tools Required**

- Flat blade screwdriver
- 3/8 in. open-end or box-end wrench

**Procedure**

1. Unlatch and open the door.
2. With a flat blade screwdriver and a 3/8 in. open-end or box-end wrench, remove the two striker plate mounting screws and nuts (Figure 28), and remove the striker plate.
3. Hold the new striker plate in place and secure with the two mounting screws/nuts.
4. Close and latch the door.



**Figure 28. Striker Plates and Mounting Screws**



## Handle Catch

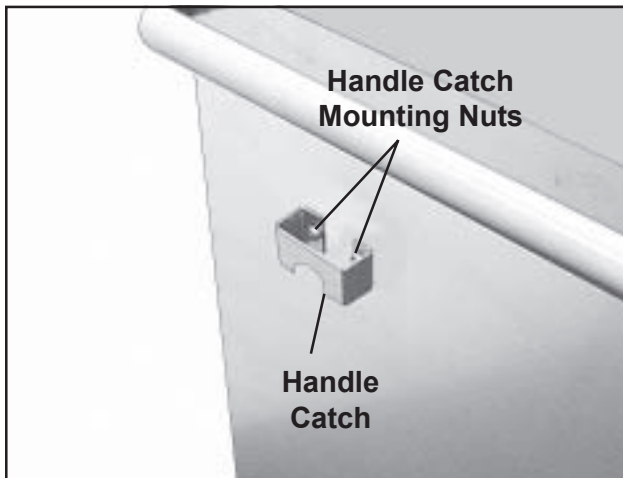
**P/N 616380 -  
(Only on Case Carts  
with Handle Styles B and C)**

## Overview

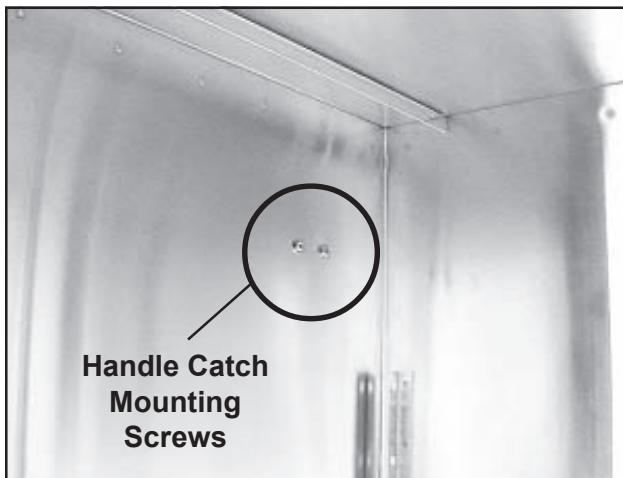
Double-door case carts with handle styles B and C have these handle catches. There is one for each door, and both are removed and installed in the same way.

## Tools Required

- 3/8 in. wrench
- Phillips screwdriver



**Figure 29. Handle Catch on Side of Case Cart (left side shown)**



**Figure 30. Handle Catch Mounting Screws Inside Case Cart (left side shown)**

## Procedure

**Note:** If you do not remove the case cart door, it will require two people to perform this procedure due to the difficulty of reaching the mounting nuts and screws at the same time.

1. **Optional:** Remove the case cart door. (Refer to **Note** above.) Refer to *Removing and Installing a Case Cart Door - Removal, Steps 1 through 3 on Page 22*. Observe the **Cautions** shown in the procedure.
2. With a 3/8 in. wrench and a Phillips screwdriver, remove the two mounting screws/nuts on the handle catch (Figures 29 and 30), and lift off the catch.
3. Mount the new latch handle to the case cart with the screws/nuts removed above.
4. If you removed it, replace the door. Refer to *Removing and Installing a Case Cart Door - Installation, Steps 1 through 3 on Page 22*.
5. Try latching and unlatching the door several times to make sure it works.



## Knob Handle

P/N 202499

## Latch Bolt

P/N 751549

## Latch Bolt Spring

P/N 852406

### Overview

The knob handle, latch bolt, and latch bolt spring are closely related parts. The knob handle can be replaced by itself.

Replacing the latch bolt requires removal of the knob handle. Replacing the latch bolt spring requires removal of the latch bolt.

### Tool Required

- Pliers

### Procedure

**CAUTION:** When using the pliers to loosen or tighten the knob handle, try not to scratch or mar the handle.

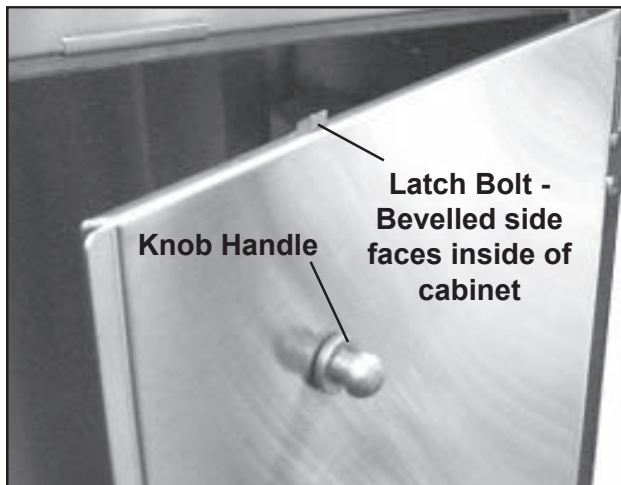


Figure 31. Knob Handle and Latch Bolt

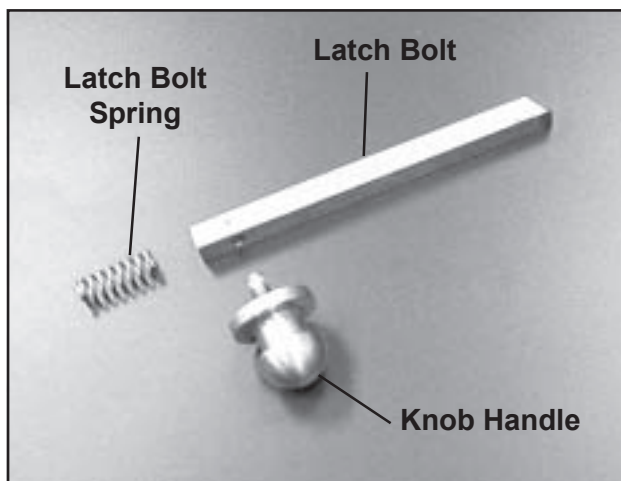


Figure 32. Latch Parts

1. With a pliers, unscrew the knob handle from the door (Figure 31). If not replacing the bolt or spring, proceed to *Step 7*.
2. Note the position of the angled end of the latch bolt. Grasp the bolt and pull it out of the door. If not replacing the spring, proceed to *Step 6*.
3. If replacing the spring, remove the door from the case cart. Refer to *Removing and Installing a Case Cart Door - Removal, Steps 1 through 3 on Page 22*. Observe the **Cautions** shown in the procedure.
4. Hold the door so that the hole from which the latch bolt was removed is down, and allow the spring to fall out (Figure 32).
5. Hold the door so that the hole from which the latch bolt was removed is up, and drop the new spring into the hole.
6. Insert the new or existing latch bolt (as appropriate) into the hole. Make sure the bevelled side faces the inside of the cabinet.

7. Screw the new or existing knob handle (as appropriate) into the latch bolt and tighten with a pliers.
8. If the door was removed from the case cart reinstall it now. Refer to *Removing and Installing a Case Cart Door - Installation, Steps 1 through 3 on Page 22.*

## Bumper (Complete with Vinyl Insert)

Refer to Table 6 for Part Numbers

### Overview

This is the complete bumper assembly including the vinyl insert. All double-door bumper assemblies are the same except that the dimensions vary to suit the dimensions of the various size case carts.

### Tools Required

- Two 7/16 in. wrenches

### Procedure

**CAUTION:** The case cart is heavy. We recommend that tilting it over be done by at least two people.

1. Tilt the case cart over on one side, and block up the lower end so that the bumper is off the floor.

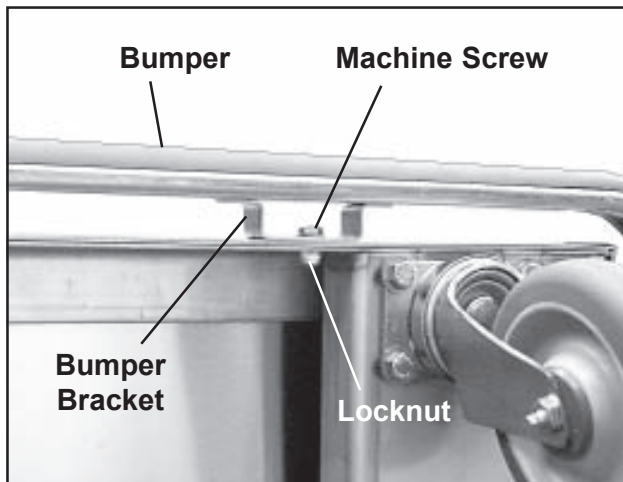


Figure 33. Bumper, Bracket, and Mounting Hardware

2. With two 7/16 in. wrenches remove the machine screws and locknuts from all bumper bracket positions (Figure 33).
3. Remove the old bumper from the case cart.
4. Place the new bumper in place on the cart.
5. Using the machine screws and locknuts removed above, mount the new bumper to the cart.
6. Remove the block from under the case cart, and return the cart to the upright position.

## Adjustable Shelf

Wire - P/N 220300-00

Solid - P/N 220310-00

Perforated - P/N 220320-00

### Overview

All adjustable shelves, wire, solid, and perforated, are removed and installed in the same way.

### Procedure

Refer to *Adjustable Shelves* on Page 16, and use the procedure given there for moving a shelf.

## Roll-out Shelf

Wire - P/N 220330-00

Solid - P/N 220340-00

Perforated - P/N 220350-00

### Overview

All roll-out shelves, wire, solid, and perforated, are removed and installed in the same way.

### Procedure

Refer to *Using Roll-out Shelves - Removing and Replacing Roll-out Shelves* on Page 14, and use the procedure given there.

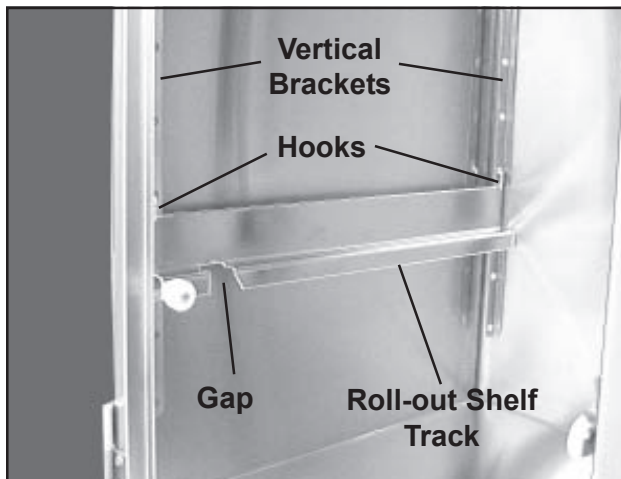
## Roll-out Shelf Track

Left - P/N 210007

Right - P/N 210008

### Overview

Left and right roll-out shelf tracks are removed and installed the same way.



**Figure 34. Roll-out Shelf Track and Vertical Brackets**

### Procedure

1. Remove the shelf from the cabinet (refer to *Removing and Replacing Roll-out Shelves - Removal, Steps 1 through 5*, starting on Page 14).
2. Lift up on the roll-out shelf track and unhook it from the front and rear vertical brackets (Figure 34).
3. Hook the new track to the vertical brackets.
4. Replace the shelf onto the shelf tracks (refer to *Removing and Replacing Roll-out Shelves - Replacement, Steps 1 through 8* on Page 15). **Note:** Make sure the shelf is level side-to-side and front-to-rear.

## Rollers for Roll-out Shelves and Tracks

Large, Grooved Rollers -  
P/N 753332

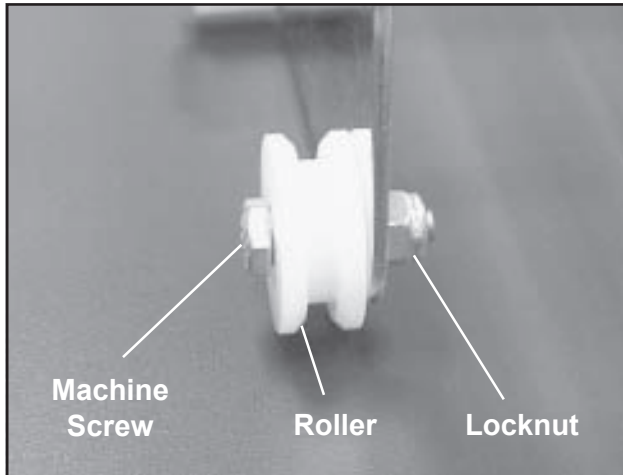
Small, Smooth Rollers -  
P/N 753333

### Overview

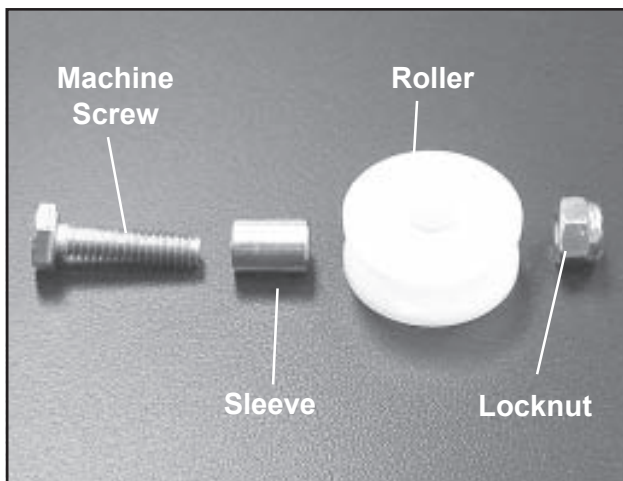
Each roll-out shelf track has one large, grooved roller. Each roll-out shelf has two large, grooved rollers, and four small, smooth rollers. All large, grooved rollers are the same, and all small, smooth rollers are the same. All rollers are removed and replaced in the same way.

### Tools Required

- Two 7/16 in. wrenches



**Figure 35. Roller Machine Screw and Locknut**



**Figure 36. Roller and Sleeve**

### Procedure

1. Remove the shelf from the cabinet (refer to *Removing and Replacing Roll-out Shelves - Removal, Steps 1 through 5, starting on Page 14*).
2. If replacing a roller on the roll-out shelf track, lift up on the track and unhook it from the front and rear vertical brackets (Figure 34).
3. Locate the roller you wish to replace. With two 7/16 in. wrenches, remove the machine screw and locknut that hold the roller in place, and remove the roller from the shelf or track, as appropriate (Figure 35).
4. Remove the sleeve and discard the old roller.
5. Install the sleeve into the new roller (Figure 36).
6. Mount the new roller/sleeve and secure it with the machine screw/locknut removed earlier.
7. If it was removed, hook the track to the vertical brackets.
8. Replace the shelf onto the shelf tracks (refer to *Removing and Replacing Roll-out Shelves - Replacement, Steps 1 through 8 on Page 15*).

## Care of Wheel/Caster Assemblies

### Overview

The wheel/caster assemblies on the case carts were selected by SSCI for high durability and long life. Two of the casters on each transport cage are equipped with swivel locks. Users are responsible for the proper operation, care, and maintenance of their equipment. Equipment can become damaged and unsafe if abused or subjected to improper demands. If your equipment is regularly maintained and never abused, you will get the maximum safety and service from your casters.

- Never overload the case cart.
- Do not drop heavy loads on the case cart.
- Do not use the transport cart at high speeds.

The above conditions can create severe impact and shock loads on your case cart and may result in caster, wheel, or equipment failure.

### Inspection

#### Equipment Frames and Fasteners

Periodically examine the case cart and check the following:

- Look for broken welds on the case cart.
- Tighten any loose nuts and bolts.
- Look for distortion of the cart caused by overload and impacts. Distorted carts can lead to wheel failure by placing disproportionate loads on one or two casters.
- Make sure the casters are not bent and the mounting bolts are securely fastened.

#### Casters

Check the swivel assembly on each caster for excessive play due to wear. If the swivel is loose, replace the caster. If the swivel does not turn freely, check for corrosion or dirt binding the raceways. Make sure the swivel nut and wheel axle nuts are tight. If a caster is not operating properly, disassemble, clean, and lubricate it. If this does not fix the problem, replace the assembly (refer to *Casters* on Page 24).

#### Wheels

Check each wheel for excessive or uneven tread wear, or badly worn or “chunked out” rubber tires. Such conditions can cause erratic steering, bumping, load shifting, and damage to floors. If a wheel binds and no longer rolls freely, or if flat spots appear on the tire, carefully inspect the wheel/caster assembly for damage or accumulated foreign matter (dirt, string, animal hair, etc.). If necessary, replace the assembly (refer to *Casters* on Page 24).

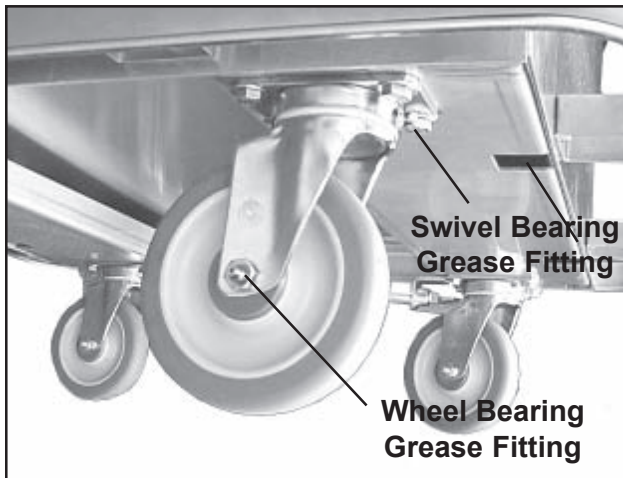
### Swivel Locks

Check swivel locks for proper operation. Apply lock one at a time and attempt to move the equipment to make sure that each lock is not slipping or loose.

If locks slip due to worn or damaged wheels, replace the wheels immediately and retest the brakes. If the lock mechanism itself is not operating properly, repair or replace it. Before returning the equipment to use, always retest the locks.

### Lubrication

Caster and wheel lubrication is essential. The lubrication schedule depends on your specific application. Normal conditions warrant lubrication every six months, however, for wet or corrosive applications, monthly lubrication may be necessary.



**Figure 37. Wheel/Caster Assembly Grease Fittings**

Lubrication may also be required after each piece of equipment is washed. Special high-temperature, water-resistant lubricants may be used for these applications. If necessary, SSCI can provide stainless steel casters that require less maintenance.

The wheel/caster assemblies have two grease fittings (Figure 37), one for the wheel and one for the swivel. Use enough grease to fill the bearing, but not so much that it oozes out of the grease seal. After applying the grease, turn the wheel or swivel several times in both directions to distribute the grease evenly.

### Recommended Lubricants

SSCI recommends that you use either of the following greases when lubricating your case cart casters:

- Citgo EP-1
- Exxon Beacon EP 1

Based on available information, these products are not expected to produce adverse effects on health when used for the intended application and the recommendations provided in the Material Safety Data Sheets (MSDS) are followed. MSDS's are available via the Internet.

### Power Towed Operation

Power drawn equipment such as in a tow line or mechanically moved by conveyor will require casters, wheels, and bearings specifically designed for this use. Please consult the factory for caster recommendations of each specific towing or power drawn equipment application.

Inside back cover

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