



Queen Victoria Hospital
NHS Foundation Trust

QVH Orthosis Care Sheet



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FOOTWEAR INSOLES AFO/UFO/KAFO

KNEE BACK NECK OTHER

New Adaption Repair Repeat

This device is a custom-made device manufactured specifically for your use. It has been measured/fitted/supplied by a qualified professional.

Should you experience problems, difficulties or require assistance regarding this orthosis, please contact the Orthotic Clinic.

- Ensure the orthosis does not have any signs of excessive wear
- Make sure the orthosis does not rub, cause pain or irritation
- If you cannot feel your feet, ensure that you take your shoes off regularly and check your feet for potential problems
- Do not attempt to modify the orthosis unless authorised by your Orthotist or Clinical Assistant
- Keep the orthosis away from sources of direct heat

ALL NEW ORTHOSIS NEED TO BE PHASED IN SLOWLY. START BY WEARING FOR ONE HOUR EACH DAY INCREASING THE TIME BY ONE HOUR EVERY DAY UNTIL YOU ARE WEARING THEM ALL DAY. IF ONE HOUR PROVES TOO MUCH TRY TO WEAR FOR 15/30 MINUTES IN THE MORNING AND 15/30 MINUTES IN THE EVENING, INCREASING THE TIME BY 15/30 MINUTES EACH DAY UNTIL YOU ARE WEARING ALL DAY.

Extra Grey/Blue insoles are supplied for sizing and comfort purposes, these can be taken in and out of the footwear as required. Place the Grey/Blue insole/s underneath the Top insole provided with footwear.

Velcro straps have stitch lines where adjustments can be made. If the straps are too long please cut below the stitch line to give best fit.

$\frac{3}{4}$ or sulcus Insoles – Please ensure the heel part of the insole is placed right at the back of the shoe and no movement occurs when placing the foot into the shoe.

Full Length insoles can be manufactured longer than actual foot so they may need to be trimmed to fit into footwear. Please ensure when trimming you do not trim right up to the end of your big toe leave a 3mm overlap to ensure no rubbing occurs. Trimming can be done by taking out old insoles and trim new ones to match or put against the foot/feet then draw or mark correct length and trim with a pair of sharp scissors.

****TRIM AT TOE END ONLY****

The enclosed are designed to be worn as either a $\frac{3}{4}$ insole or a full-length insole.

The correct sized black top covering needs to be in place before use. Remove the brown/yellow covering to reveal the glue and place the black top cover onto the orange plastic insole. Guidelines are provided on the full-length insole. In addition, please note full-length insoles are often made longer than the actual foot so it is necessary to trim them, please see details above.

Please contact the Orthotic Department with any queries, if you require a repeat orthosis or wish to book a review.

QVH orthosis allowance:

1st Year: 1 or in some instances 2 appliances will be issued

2nd & All Consecutive Years: 1 Repeat Appliance (a GP letter may be required)

Insoles: There is no fixed time for renewal of insoles. They will be reviewed as requested and replaced when necessary

Repairs: Patients must contact the Orthotic Department if their appliance needs repair or replacement (a GP letter may be required)

Footwear Repairs: 3 per annum (QVH is only obliged to repair the adapted shoe/boot)

Footwear Adaptions: 3 per annum. Patients provide their own footwear

Elastic Hosiery: 1 pair of elastic stockings or tights will be supplied. Following the initial appointment the patient will be sent a letter detailing compression required. If a further supply is needed patients will be advised to visit their GP to obtain a prescription, giving the ability to acquire elastic hosiery from a local chemist.



If you'd like to find out how you
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Please ask if you
would like this leaflet
in larger print or an
alternative format.

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