

ACCU-CHART®



Accurate Medicine Through Barcodes



# CUTTING STATION

## USER MANUAL

The Cuttin Station is a compact, automatic desktop blister card cutter designed for pharmacy professionals. It streamlines card preparation by eliminating manual cutting, reducing strain, and improving consistency. This manual provides clear guidance on setup, safe operation, cutting blades adjustment, maintenance, and troubleshooting to ensure reliable performance and long service life.

# Cuttin Station User Manual by Accu-Chart

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## 1. Introduction

Dear Valued Customer,

Welcome to the **Cuttin Station**, a precision-engineered solution for automated blister card cutting. We appreciate your trust in our technology and are committed to supporting your success.

The Cuttin Station is an affordable, fast, automatic desktop blister card cutting machine designed specifically with pharmacy professionals in mind. Its compact footprint and easy-to-use display make it ideal for hospitals and healthcare facilities of all sizes. The station offers a wide range of features accessible through a simple interface, streamlining your workflow and reducing setup time.

By eliminating the need to manually cut blister cards with scissors or other tools, the Cuttin Station helps prevent repetitive strain injuries and other health or safety risks associated with, improves consistency and reduces labor.

If you ever experience a problem or have a question:

Contact our **Technical Support team** @ <https://accuchart.com/support/> or email [techsupport@accuchart.com](mailto:techsupport@accuchart.com) ☎ 1-847-252-7300 x 6 🌐 [www.accuchart.com](http://www.accuchart.com)



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- For best and efficient support, please include a **picture or short video** of the issue in your email.
- You can also view our **step-by-step video guide** by clicking the link or scanning the QR code provided in this manual.

This manual will guide you through setup, operation, maintenance, and troubleshooting to ensure optimal performance and long-term reliability.

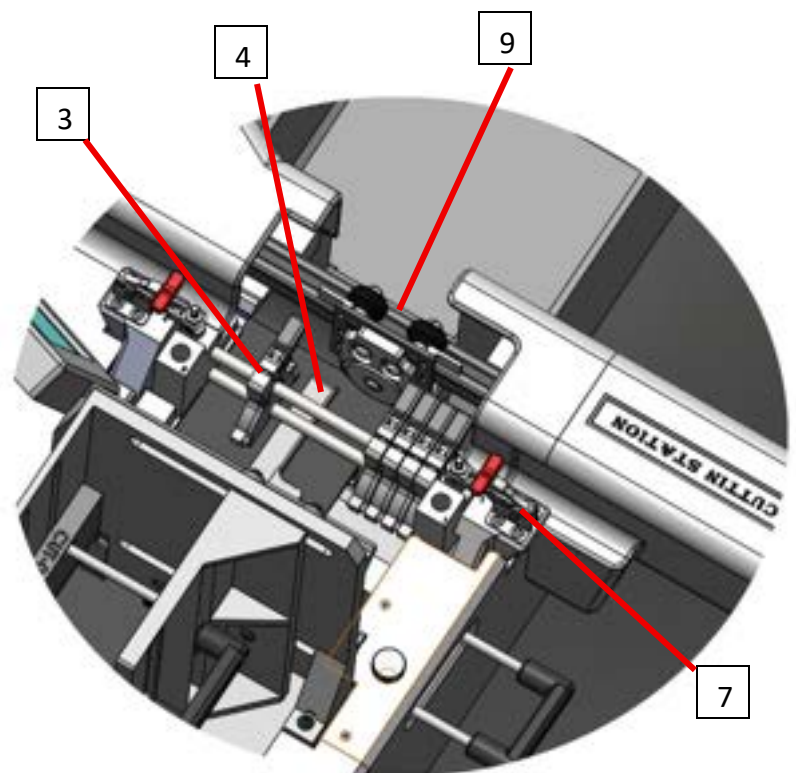
## 2. Safety Precautions

⚙️ **Tip:** To ensure safe and reliable operation of the Cuttin Station, please observe the following precautions:

- Always power off and unplug the machine before servicing.
- Keep hands, hair, clothing, jewelry and other loose items clear of the cutting head and moving components during operation.
- Always use the safety shield while the machine is active.
- Only trained personnel should access internal components.
- Disconnect power before replacing blades, sensors, or feeder parts.
- Do not operate the machine near water or in high-humidity environments.
- Wear cut-resistant gloves when handling slitter discs or cross-cut blades.
- Familiarize yourself with the **Emergency E-Stop Button (15)** for an immediate shutdown.

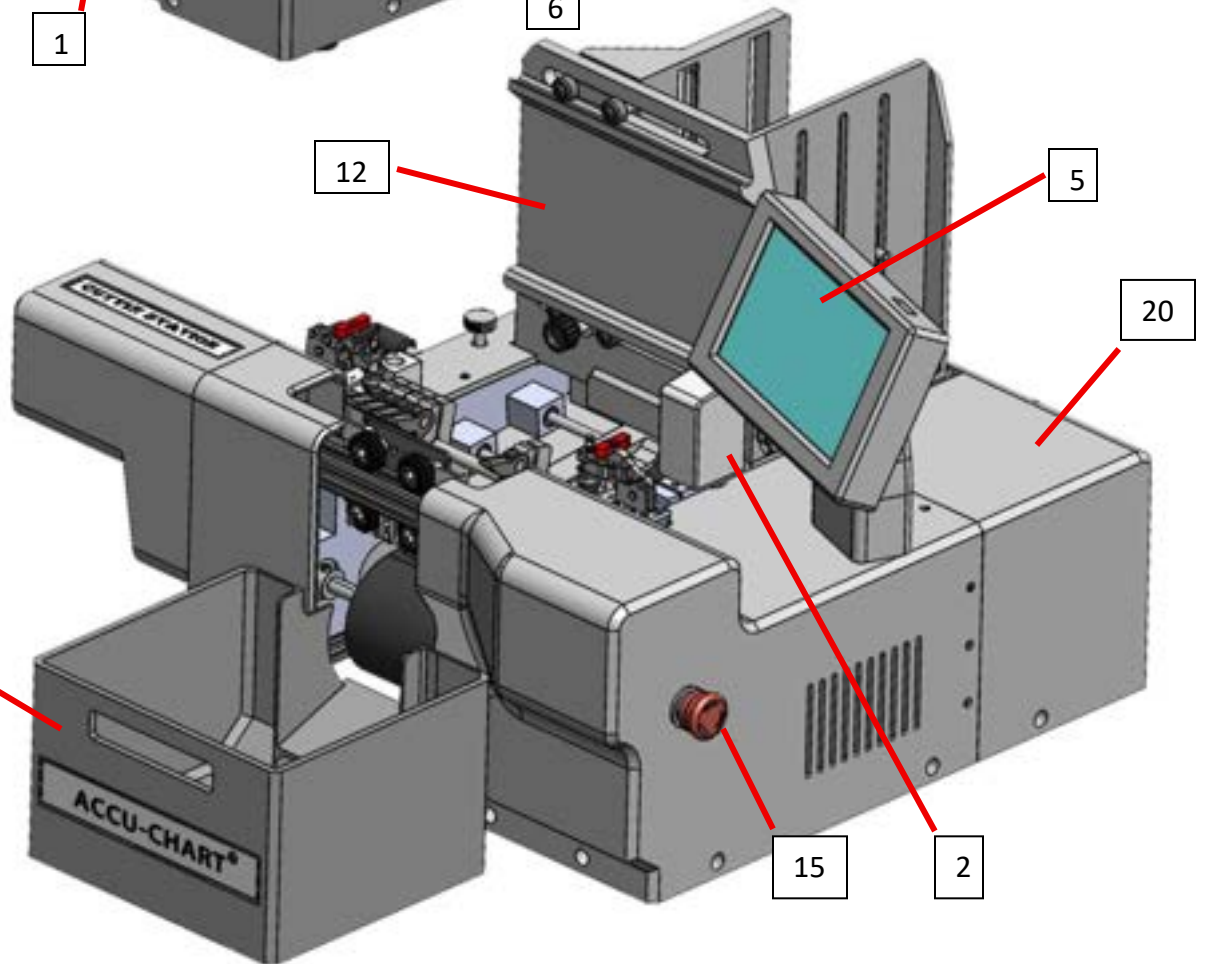
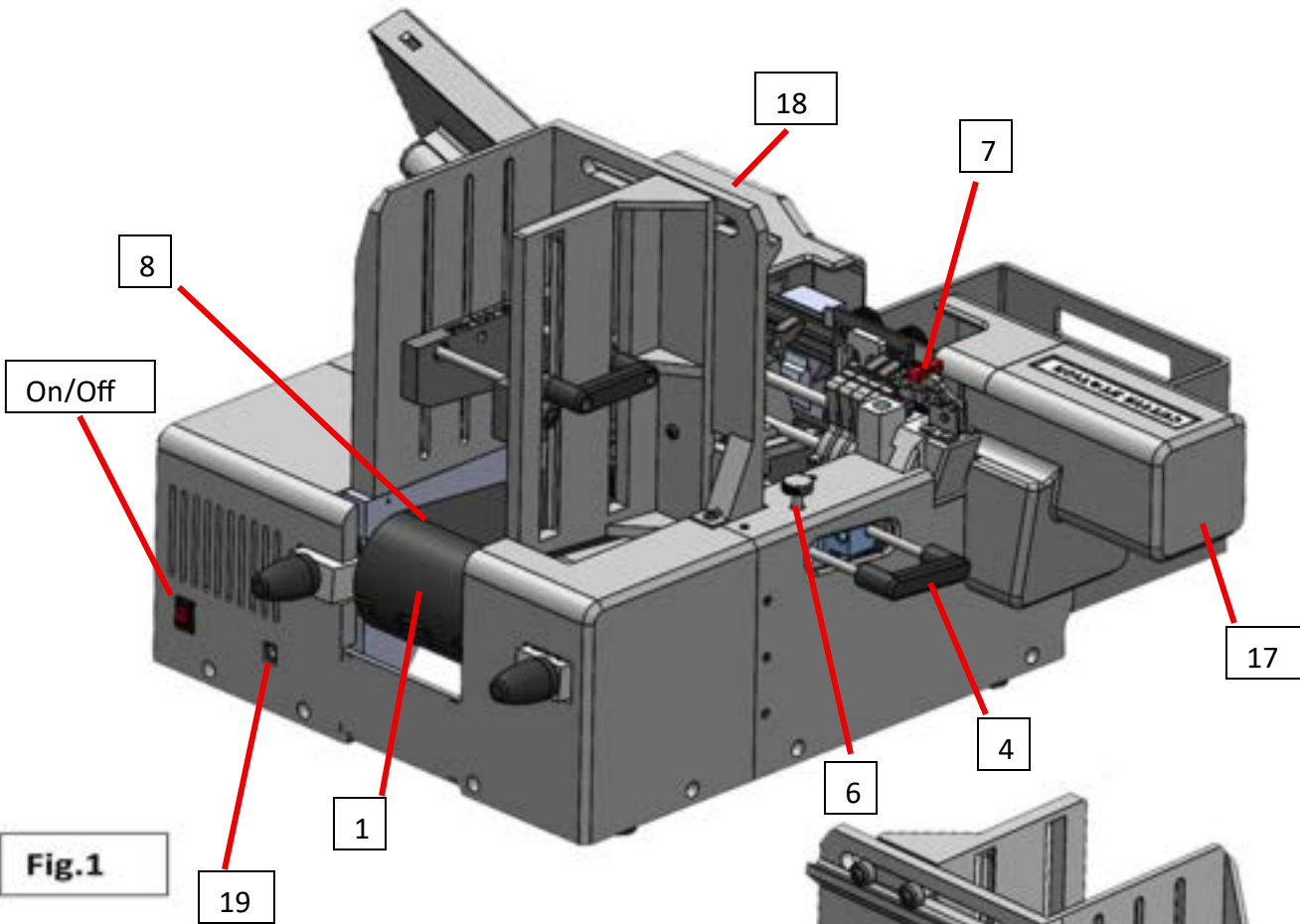
## 3. Components and Description

This section outlines the major components of the Cuttin Station, providing both detailed descriptions and a quick-reference table. These components are labeled in the accompanying diagram and referenced throughout the manual.



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## Component Descriptions



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## Quick Reference Table

Ref #	Component Name	Description
1	Conveyor Belt	Transports blister cards through the cutting station
2	Pill Sensor	Detects pill presence and alignment before cutting
3	Slitters (Cutting Discs)	Perform longitudinal cuts along the card edges
4	Blister Card Guide with Pusher Handle	Aligns cards for accurate feeding and cutting
5	Display Screen	Interface for operation, settings, and diagnostics
6	Card Guide Tightening Knob	Secures the guide rails to match card width
7	Slitter Assembly Clamping Levers	Lock and release the slitter disc for cutting operation
8	Belt Cleat	Engages with blister card to ensure synchronized movement
9	Cross Cut Blade Assembly	Executes horizontal cuts across the card face
10	Ramp	The ramp ensures proper transfer of cut blisters into the collector bin.
11	Card Gate	Entry point for cards into the cutting zone
12	Blister Card Feeder	Holds and dispenses cards into the conveyor system
13	Feeder Weight	Applies pressure to maintain consistent feed rate
14	Feeder Handle	Used to open, close, or adjust the feeder mechanism
15	Emergency E-Stop Button	Instantly halts all machine operations in case of emergency
16	Collector Bin	Gathers cut blister cards and scraps, keeping the workspace clean and organized.
17	Removable Cover	The removable cover provides easy access to the crosscut belt tension adjustment
18	Side Protective Cover	Shields the operator from moving parts.

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Ref #	Component Name	Description
19	Power Outlet Port	Used to plug in power supply cord
20	Back Protective Cover	Prevents contaminants from entering the electronics and designed to be removable so technicians can reach adjustment points
21	Machine Frame Card Guide	Fixed blister card guide integrated into the station frame

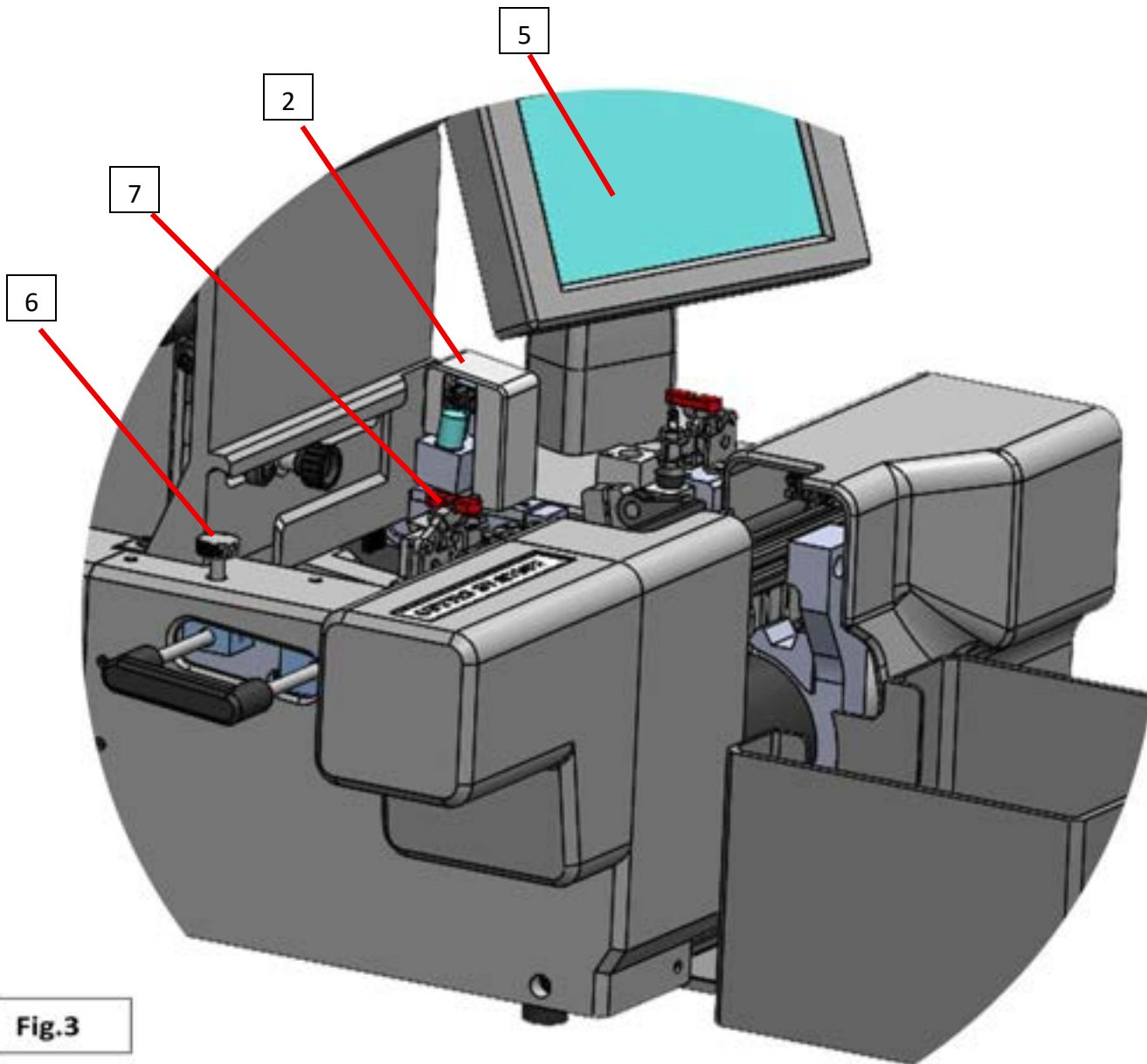


Fig.3

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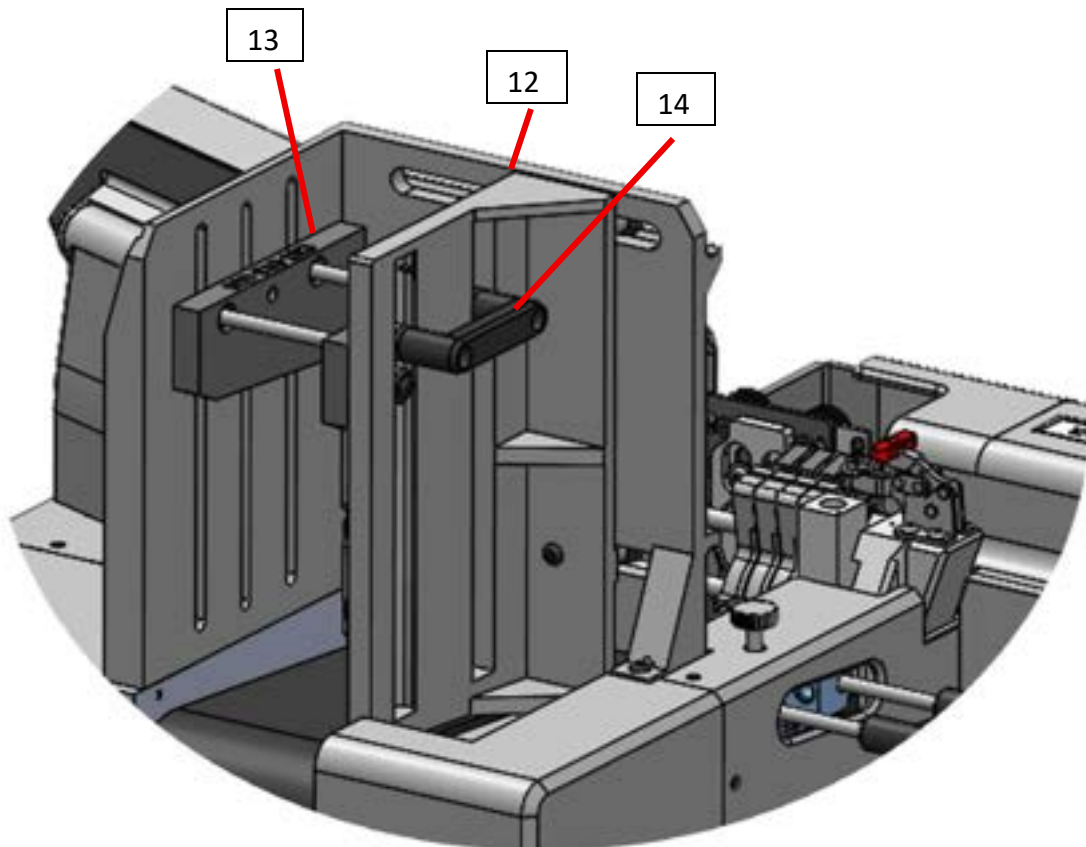


Fig.4

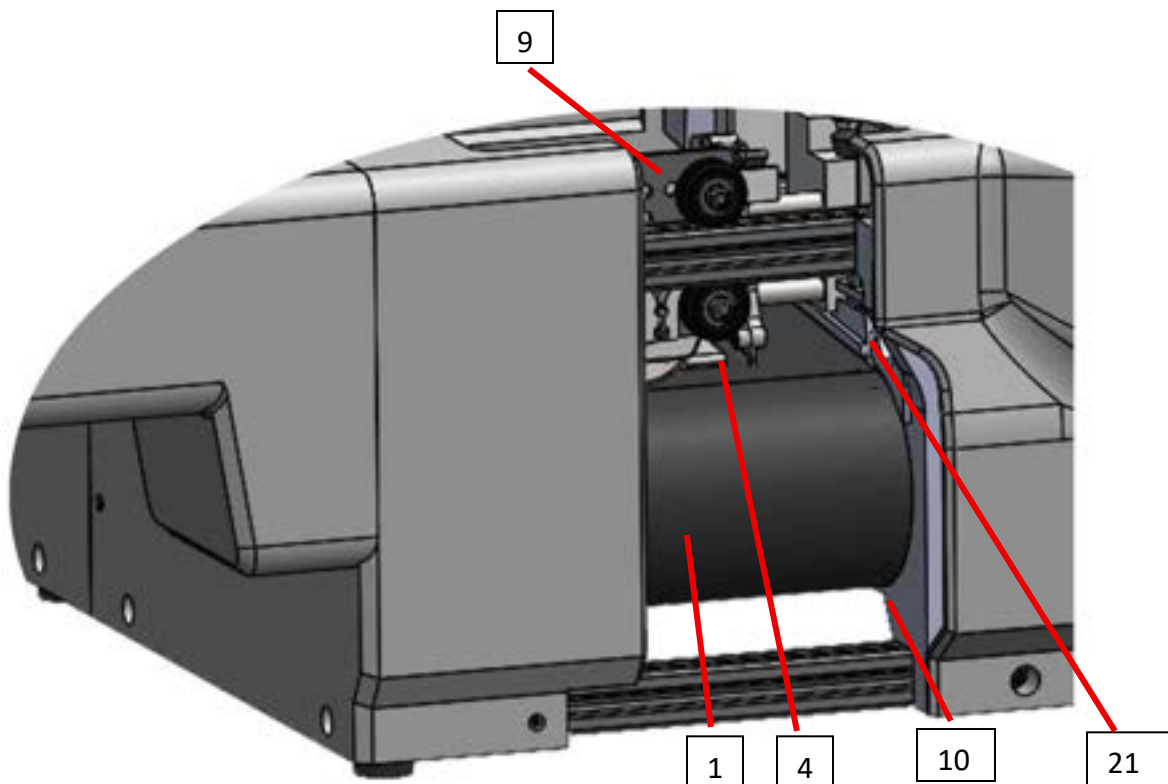
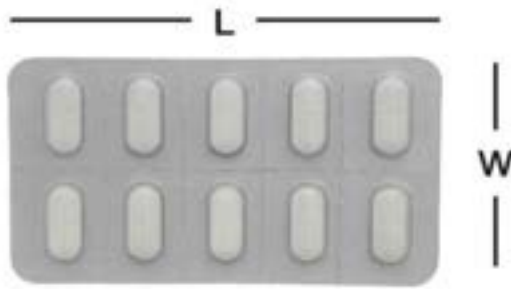


Fig.5

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## 4. Blister Card Requirements

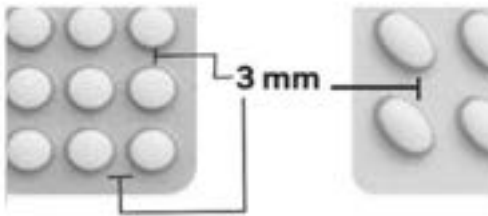


### Blister card dimensions (L x W x H):

- Maximum card dimensions: 139.7mm [5.5"] x 76.2mm [3"] x 12.7mm [0.5"]
- Minimum blister card width: 31.75mm [1.25"]

### Blister bubble gap dimensions:

- Minimum required distance between blister capsules is 3 mm.



### Blister bubble to card edge dimensions:

- Minimum required distance between blister capsules and card edge is 3.5 mm.



### Blister card thickness:

- The maximum card thickness is between .25mm and .7mm including aluminum blister cards



### **⚠ WARNING: Thin clear-plastic blister cards are not supported.**

Cards made from lightweight transparent plastic lack the rigidity required for proper feeding and may cause misfeeds, jamming, or machine damage.

## 5. Setup Instructions

**💡 Tip: Proper setup ensures safe operation and accurate cutting performance.**

Start with these steps:

- Place machine on level surface with 24" clearance
- Connect power cable to grounded outlet
- Attach collector bin as depicted on the diagram. See Fig.2
- Power on and calibrate via Display Screen
- Adjust guide width and lock slitter levers as described below

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## Positioning the Card


- Place the blister card on the conveyor belt.
- Slide the card underneath both the frame guides and the adjustable card guide to ensure proper alignment (refer to the picture below)

## Adjusting the Card Guide

- Loosen the Card Guide Tightening Knob.
- Use the Card Guide Pusher to slide the guide rightward until it lightly contacts the blister.
- Tighten the knob to lock the guide in place.

## Aligning the Slitters

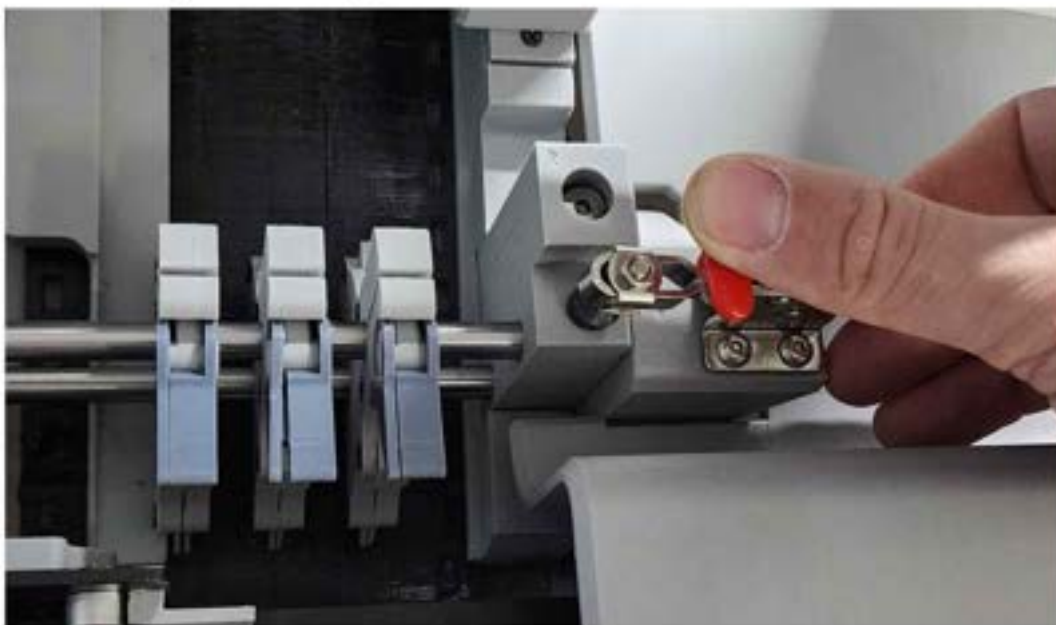
- Slide the Slitter Discs into position so they are aligned to cut the card edges.
- Ensure slitters are not contacting the blister to avoid damage.

 **Tip:** If the slitters are misaligned during a cutting run, press the red Pause button on the display, adjust the slitters, and resume the run.

## Locking the Slitters

- Once aligned, push down the lever on top of each slitter to lock them in place. This prevents lateral movement during cutting.
- Remove the card and **lock the slitters down** by pressing the two Blocks and securing with handled clamps.

**Note:** The Cuttin Station will not operate until the slitters are locked and pushed down in operational position.



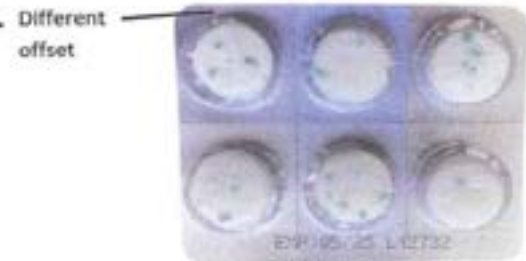
- Run one blister card through the machine to verify slitter alignment before full production.

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## 6. Operating Instructions

### Loading Blister Cards in the Feeder

- Orient blister cards in the same direction used during setup. Some cards may have offset edges — consistent orientation is critical.
- Ensure cards are flat and free of bends.
  - If slightly bent, flip the card to support it better in the feeder.
  - If a card has a sharp bend that cannot be flattened, do not use it.
- Open the feeder handle and lock it in the open position.
- Insert the first blister card and adjust the card gate height so it falls between the blister bubbles.
- Place the remaining cards on the belt, aligned against the machine frame and the front of the feeder.
- Slide the feeder closed and unlock the handle.
- Lower the feeder weight onto the loaded cards to maintain consistent feeding pressure.



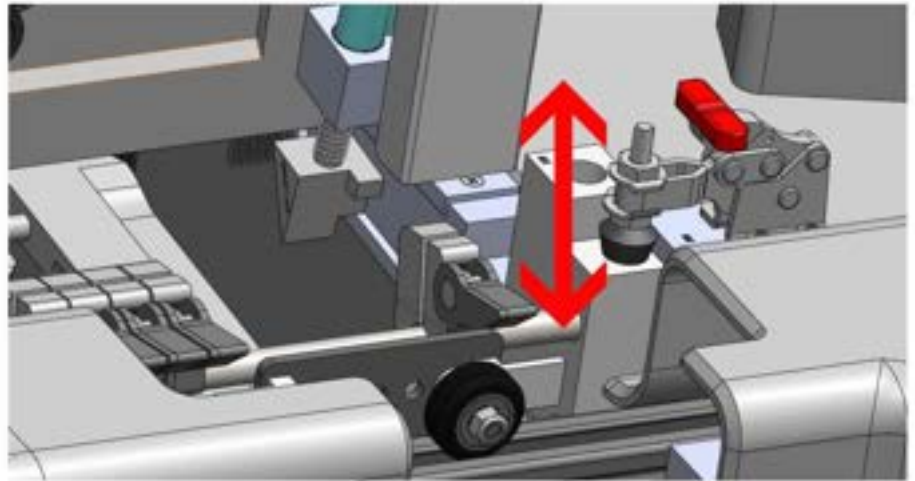
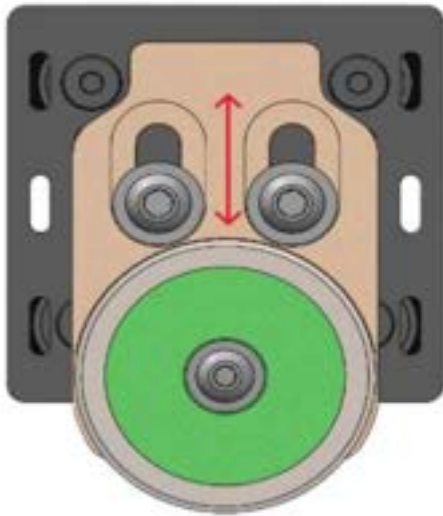
### Tip: You can add more blister cards during a run. Either:

- Add cards while the run is active, or
- Pause the run, add cards, then resume **Important: This must be done before the last card exits the feeder.**

### 6a: Crosscut Blade Assembly Adjustment

Step	Instructions	Notes
1	Loosen the two screws shown in the reference image on the crosscut blade assembly.	Screws are located in the slotted adjustment holes.
2	Slide the assembly slightly up or down to adjust blade position.	Use small increments to maintain alignment.
3	Tighten the screws to secure the assembly in the new position.	Ensure screws are fully seated.
4	Perform a trial run to verify blade alignment and cutting performance.	Repeat adjustment if necessary for optimal results.

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## 6b: Slitter Blade Assembly Adjustment

Step	Instructions	Notes
1	<i>Loosen the upper and lower 9/32 nut with the provided wrench. Adjust the bumper bolt to the desired height, then tighten the nuts, first the lower than the upper.</i>	<i>(2) nuts per clamp for fine tuning cut height.</i>
2	<i>Attempt to keep the bumpers of both clamps near the same height to promote an even cut.</i>	Use small increments to maintain alignment.
3	Tighten the screws to secure the blocks in the new position.	Ensure screws are fully seated and both sides remain level.
4	Perform a trial run to verify slitter blade alignment and cutting performance.	Repeat adjustment if necessary for optimal results.

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## ▶ Running the Machine

- Confirm all cards are properly loaded
- Select language mode on the display's start screen and press **START** button to begin
- Follow screen windows and enter required values.
- Confirm settings and press **Start**
- Monitor progress
- Cards will eject automatically into the collector bin

Here are screenshots of the display screens



This is the **Home** screen. Begin the process by pressing the **START** button.

### Screen Input



On this screen, press the value fields to enter:

- The **number of pills across**, and
- The **number of cards loaded into the Cutting Station**.

**Note:** Entering **99** sets the machine to **continuous cut** mode.




— Pills across —

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This screen shows the total number of cuts completed during operation

## 7. Maintenance and Cleaning

 **Tip:** Regular maintenance ensures reliable sealing performance and extends the life of your Cuttin Station.

### Daily Care:

- Wipe down all surfaces and use a compressed air blower to remove dust and debris from visible areas.

**Note:** *Do not use traditional canned air dusters as they may contain refrigerants that could damage internal electronics components.*

- Empty the collector bin.
- Check system alerts.

### Weekly Checks:

- Visually inspect the blade cutting edges for wear or damage.
- Visually inspect the bubble sensor for proper alignment and cleanliness.
- Check the belt for condition, tension, and alignment.

### Monthly Maintenance:

- Perform a full inspection of all moving parts to check for wear or damage.
- Confirm that the control panel and all buttons respond correctly.
- Tighten any loose fasteners on the frame to maintain structural integrity.

### Cleaning Guidelines:

- Use only non-abrasive cleaners and lint-free cloths.
- Never spray liquids directly onto the machine.
- Always disconnect power before cleaning or servicing.

Do not immerse any part of the Rollin Station in water.



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## 8. ⚙ Troubleshooting Guide

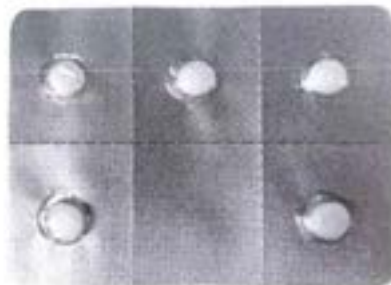
### Issue 1: Cross cutting occurs in inconsistent or incorrect positions

Reason	Description	Resolution
<b>Reason 1:</b> Blister cards with ridges	Ridges may be misread as pills by the sensor. Unless ridges appear in every row with consistent spacing, the sensor will miscount.	Rotate the card if ridges are only on one axis. Cancel the run: 1) Press <b>Pause</b> , 2) Press <b>Cancel</b> , 3) Confirm with <b>Yes</b> , 4) Remove cards and correct orientation, 5) Press <b>RESUME</b> , 6) Start a new run or power Off/On.
<b>Reason 2:</b> Inconsistent blister card rows	Cards with uneven rows (e.g., one side has 3 bubbles, the other has 2) can cause misalignment.	Rotate the card if one side has pills in every row. Follow the same cancellation steps as above.
<b>Reason 3:</b> Bent card	A bent card may be misread as an extra pill, disrupting the cut sequence.	Remove the bent card. Cancel the run and restart using the same steps listed above.

**Example 1:** Bent cards with visible curvature can trigger false pill detection.



**Example 2:** Card with uneven rows — one side has three bubbles, the other has two.



**Example 3:** Ridged card

that will not work.



**Example 4:** Card with extra bumps in the corners may work — bumps must be counted as extra pills during setup.



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## Issue 2: Cards come out of the card feeder crooked or not at all

Reason	Description	Resolution
<b>Reason 1:</b> Incorrect card guide position	If the card guide isn't snug against the blister bubbles, cards may feed crooked.	Pause the run. Loosen the card guide tightening knob, adjust with the card guide pusher, then tighten. Do not overtighten against bubbles.
<b>Reason 2:</b> Incorrect card feeder position	Feeder walls not snug against the card sides can cause misfeeds.	Pause the run. Unlock the card feeder handle, adjust walls snugly, and avoid overtightening.
<b>Reason 3:</b> Card gate is too far down	A low-positioned card gate may obstruct card movement.	Pause the run. Loosen the card gate tightening knob and adjust the gate height.

## Issue 3: Error message "Cross cut is jammed" on the display screen

Reason	Description	Resolution
<b>Reason 1:</b> Cross cut could not cut through an obstruction	This may occur if the crosscut timing is off (see Issue 1) or if the blade attempts to cut through a blister bubble or other obstruction. The system will retry and then stop at the nearest ending position.	Power off the machine. Clear the jam. Remove blister cards from the belt outside the feeder. Power on the machine and start a new run.
<b>Reason 2:</b> Fewer cards provided than the run was set for	If the number of cards loaded is less than the run quantity, the system may trigger a jam error.	Restart the machine if another run is needed.

## Issue 4: Belt cleat is in the way when setting up a new card

Reason	Description	Resolution
<b>Reason 1:</b> Cleat did not clear the slitter area after previous run	If the belt cleat remains in the slitter area after a run, it can obstruct setup for the next card.	Go to the Maintenance screen on display. Use the Jog Forward button to cycle the belt forward until the cleat is no longer in the slitter area.

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## 9. Technical Specifications

Specification	Value
Machine Type	Desktop blister card cutter
Dimensions (L x W x H)	25.8" x 22.15" x 14.75"
Weight	20 lbs.
Power Supply	110V AC, 60Hz
Display Interface	Touchscreen LCD
Cutting Speed	Up to 5 cards/min
Supported Card Sizes (L x W x H)	Max. 5.5" x 3" x 0.5" (139.7 x 76.2 x 12.7 mm) Min. blister card width: 1.25" (31.75mm)
Blade Type	Stainless steel rotary
Safety Features	E-Stop, shields, sensor lockout

## 10. Warranty and Support

- 1-year limited warranty
- Covers defects and failures
- Excludes wear-and-tear items and misuse
- Conveyor belt covered for 6 months
- Free email support
- Optional on-site service

## 11. Contact Information

Accu-Chart Technical Support  [techsupport@accuchart.com](mailto:techsupport@accuchart.com)  1-847-252-7300 x 6

 [www.accuchart.com](http://www.accuchart.com)

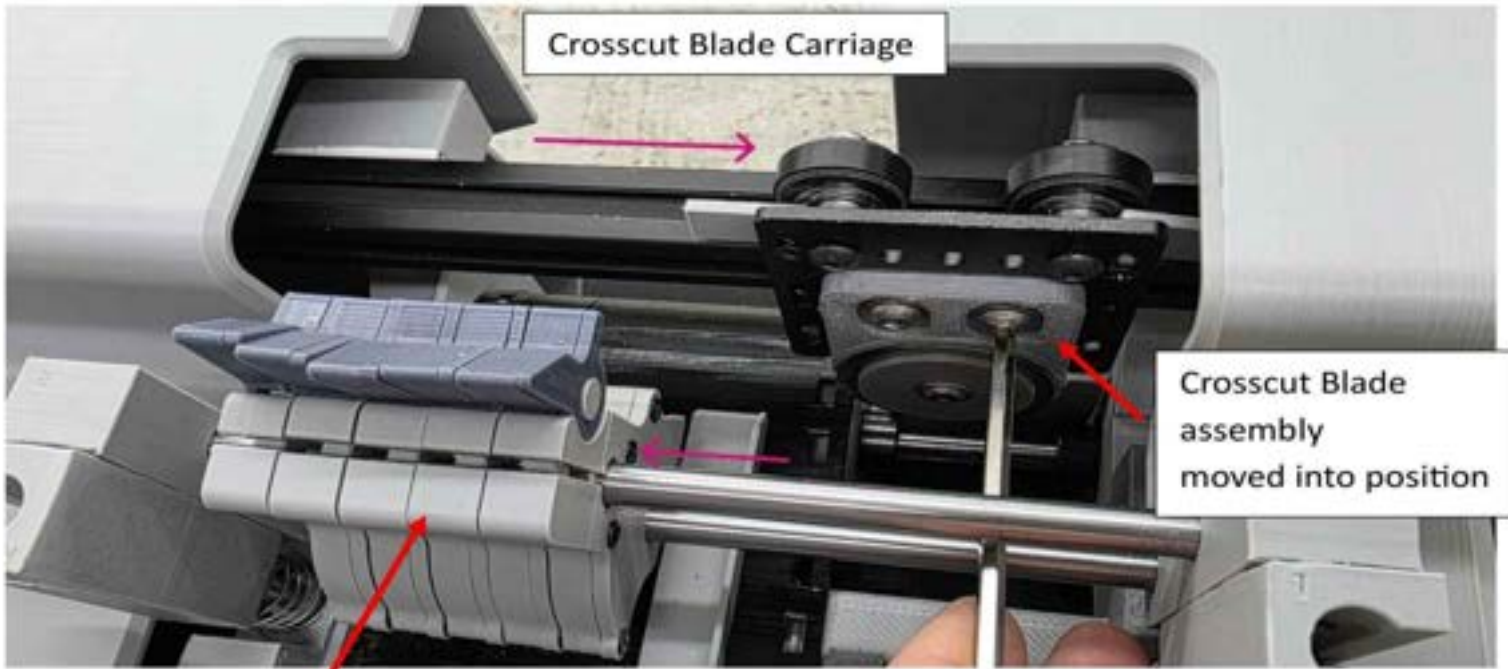
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## 12. Parts Replacement

- **Blade Replacement Procedure** (refer to the illustrations below)

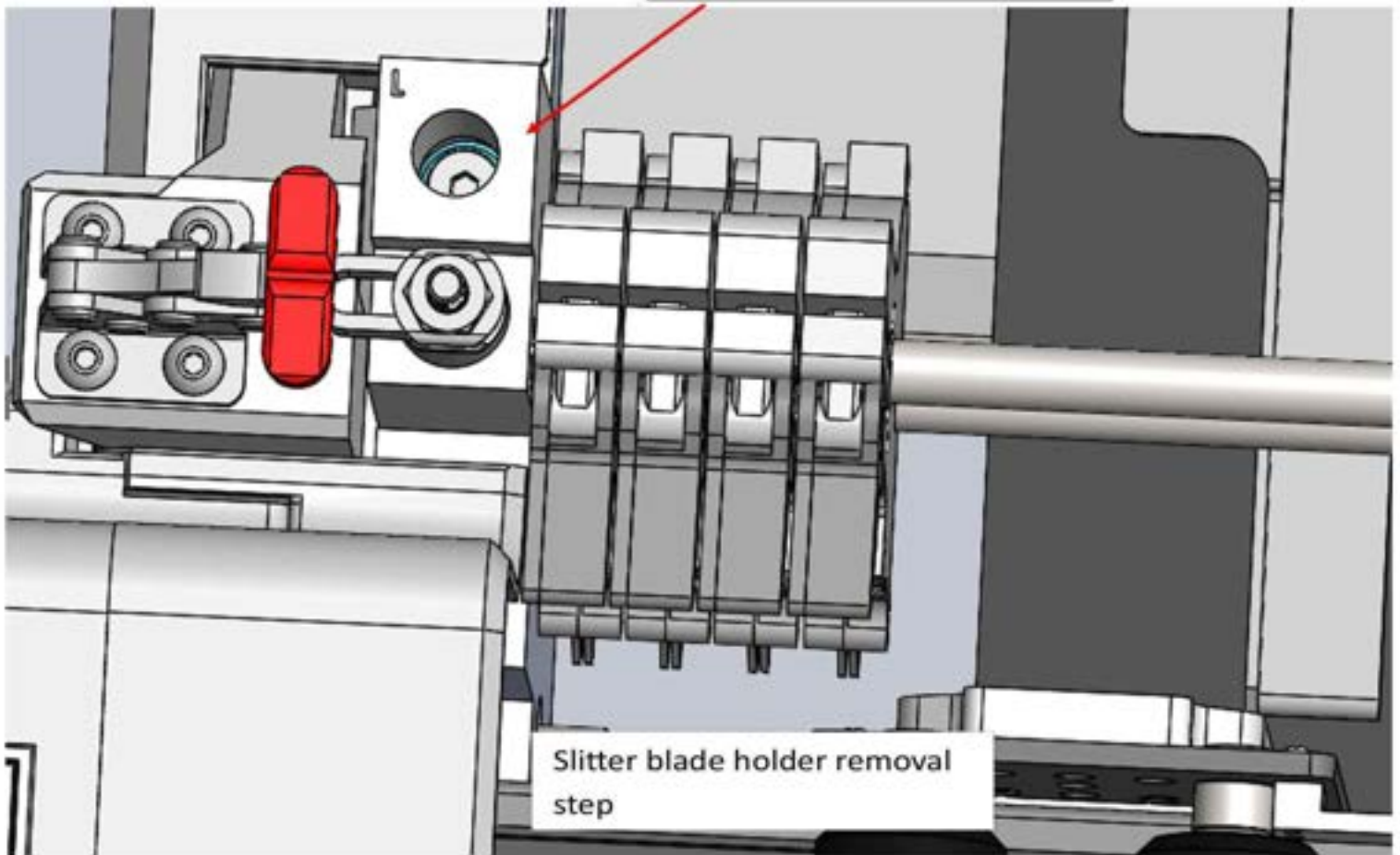
Component	Instructions	Notes
Slitter blades	<ul style="list-style-type: none"> <li>• Unscrew two <b>allen screws</b> located in the right and left rectangular blocks.</li> <li>• Carefully remove the <b>Slitter blade holder assembly</b> and set it aside.</li> <li>• Remove the <b>Right-side block</b> from the two shafts.</li> <li>• Slide out the <b>Slitter blade assembly</b> from the shafts and set it aside.</li> <li>• Repeat this process until all assemblies requiring blade replacement have been removed.</li> <li>• Pull out the blades for replacement and install the new blades.</li> <li>• Reverse the steps above to reassemble the unit securely.</li> </ul>	<p>⚠ <b>Do not lose the fasteners</b> inside the housing units.</p> <p>⚠ <b>Handle blades with care</b> to avoid injury, always wear cut-resistant gloves</p>
Cross cut blade	<ul style="list-style-type: none"> <li>• <i>Press Maintenance button. In Maintenance menu press the "Cutter Service Position" button. This moves the crosscut blade out to the service position, making it easily accessible.</i></li> <li>• Slide all five slitter blades to the position as shown.</li> <li>• Unscrew two <b>mounting screws</b> using allen wrench</li> <li>• Remove the blade assembly to access the crosscut blade screw.</li> <li>• Remove the screw and metal spacer.</li> <li>• Replace the blade and reverse the steps to reassemble. Make sure blade can rotate freely.</li> </ul>	<p>⚠ <b>Do not lose the screws or spacer.</b></p> <p>⚠ <b>Handle blades with care</b> to avoid injury, always wear cut-resistant gloves</p>
Ordering blades	<p>Contact your local distributor or email <a href="mailto:sales@accuchart.com">sales@accuchart.com</a> to order replacement blades.</p>	<p>Blades are sold in complete sets.</p>

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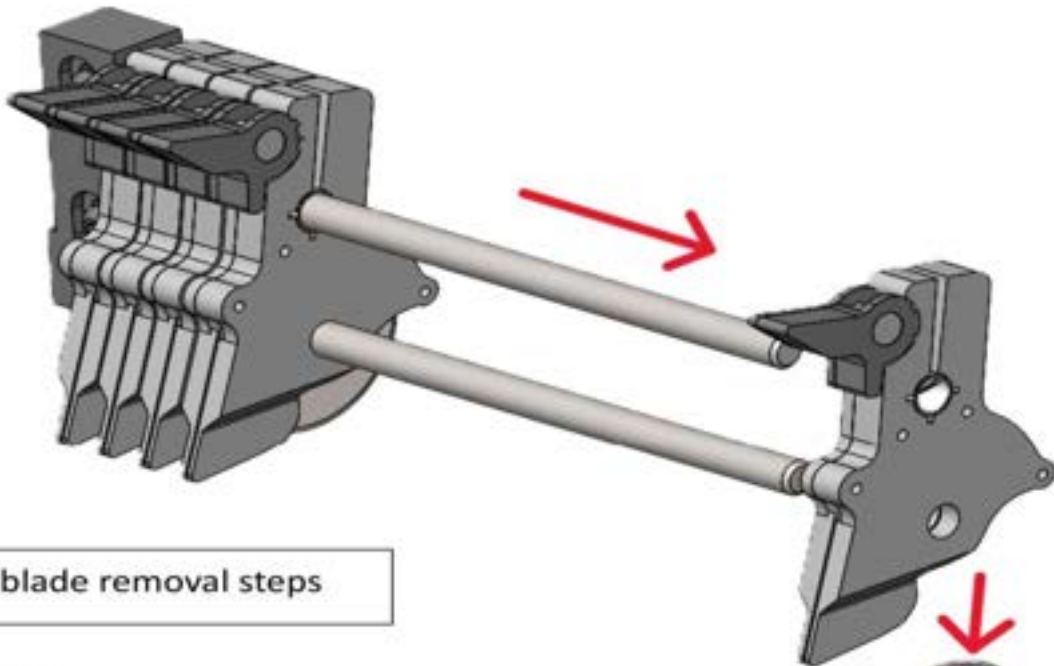


All Slitter blade assemblies slid into position as shown

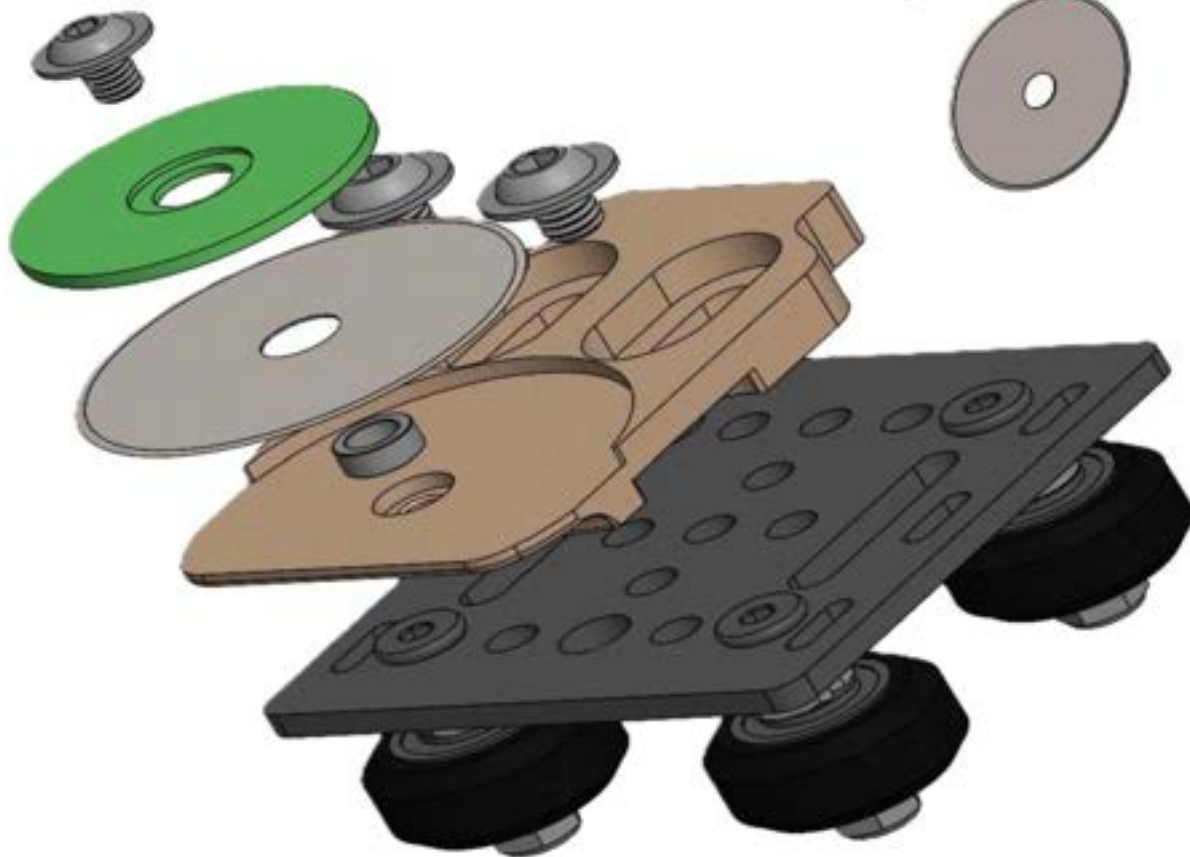
Slitter blade holder LH block



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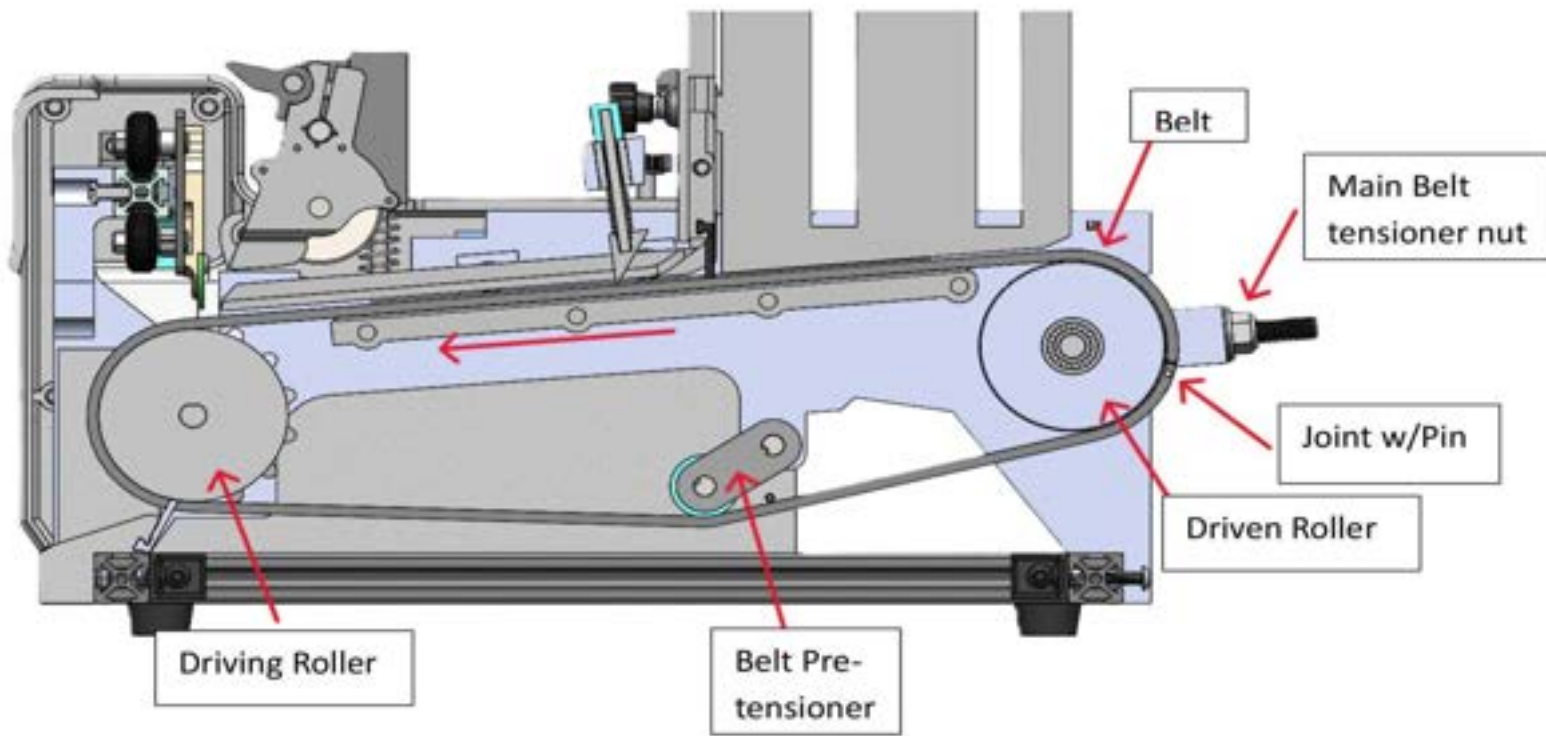


Slitter blade removal steps

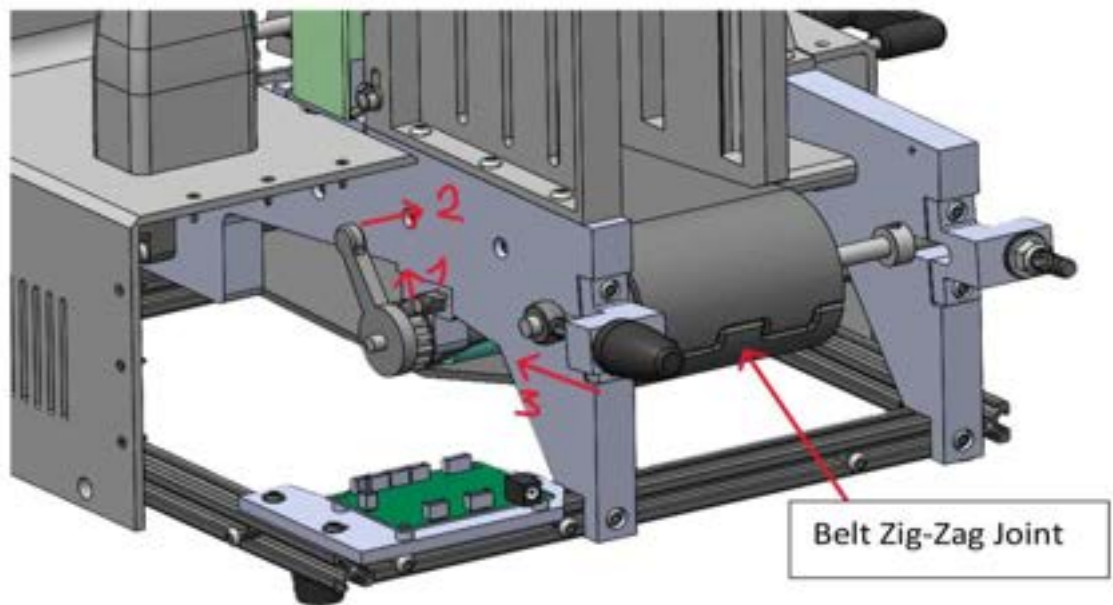


Crosscut blade removal steps

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BELT ROUTING DIAGRAM



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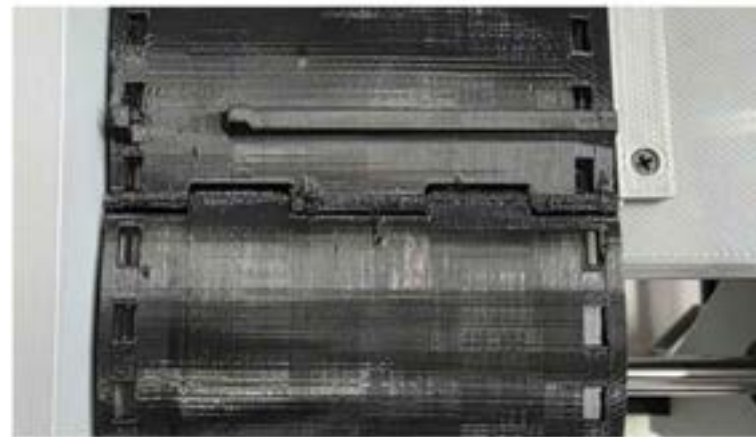
- **Belt Replacement Procedure**

Step	Instructions	Notes
1	Remove the back cover by unscrewing the 10 flat-head screws joining the side covers and the 5 allen screws securing the cover to the frame. Set the cover aside.	Ensure all screws are accounted for before proceeding.
2	Remove the two black protective bumpers to expose the tensioner nuts.	Refer to pictures for bumper locations.
3	<i>Use the provided pin removal tool to remove the pin from the belt.</i>	<i>Use caution when removing the belt.</i>
4	Move the driven roller as close to the driving roller as possible by loosening the belt tensioner nuts on both sides counterclockwise.	Loosen both sides evenly.
5	Rotate the pre-tensioner lever clockwise to assist with installing the new belt.	This creates slack for easier threading.
6	Thread the new belt according to the belt routing diagram, ensuring the cleat orientation is correct.	Refer to belt diagram for correct routing.
7	Bring the two belt ends together to form a zig-zag joint. Use pliers or a similar tool to push the pin fully through the joint holes. Ensure the pin is flush with the belt edge.	No metal portion of the pin should protrude.
8	Once the belt joint is secure and the belt is seated on both rollers, use the pre-tensioner lever to apply slight tension. Secure the ratchet in place.	Belt should track straight during operation.
9	Apply full tension to the belt by tightening the belt tensioner nuts on both sides clockwise.	Tighten both sides evenly to maintain proper belt alignment.
10	Reinstall the <b>back cover</b> by reversing the removal steps and securing all screws.	Ensure all screws are tightened and covers sit flush.

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Belt Joint Pin  
insertion is shown

Belt Joint w/Pin  
fully inserted



## Ordering Parts

Item	Part Number	How to Order	Notes
Replacement Belt	CUT-010-015	Contact your local distributor or email <a href="mailto:sales@accuchart.com">sales@accuchart.com</a> to order replacement belts.	Belts with pins are sold as complete sets.
Cassette Assembly for Slitter Blade	CUT-004-000	Contact your local distributor or email <a href="mailto:sales@accuchart.com">sales@accuchart.com</a> to order.	Complete cassette assembly.
Pill Sensor Follower	CUT-011-003	Contact your local distributor or email <a href="mailto:sales@accuchart.com">sales@accuchart.com</a> to order.	Replacement follower component.
Crosscut Blade Holder	CUT-018-001	Contact your local distributor or email <a href="mailto:sales@accuchart.com">sales@accuchart.com</a> to order.	Holder for crosscut blade assembly.