



MultiAdjust Quick User Guide

UI

The MultiAdjust is an adaptable chair designed for individuals who require a combination of comfort, function, postural support and pressure care. This chair can be used in multi-user environments or for individual users due to its adjustability and range of accessories.

WARNING

A level of supervision appropriate to the user's abilities should be applied at all times.



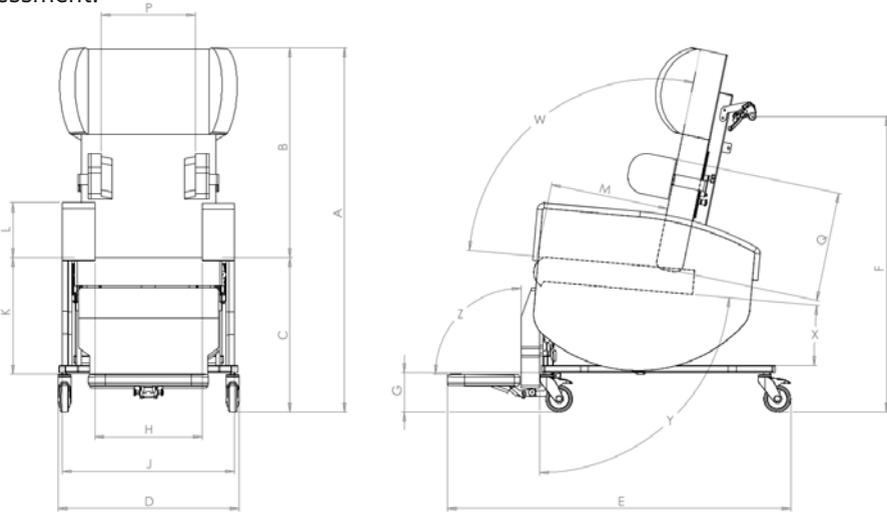
Class 1
Medical Device

The MultiAdjust Chair

Most adjustments on the MultiAdjust can be made quickly and easily using no tools. When set up correctly the MultiAdjust should:

- Support the user in a comfortable position.
- Promote the user's functional ability.
- Provide appropriate postural stability and pressure management.
- Enable smooth and precise operation of the Tilt-in-Space, Back Angle Recline and Leg rest Elevation features.

For the MultiAdjust to perform effectively it is essential that an assessment has taken place and that the chair has been set-up for the user based on the outcomes of the assessment.



Basic Dimensions		Adjustments	
A: Overall height	1350 mm (53")	H: Seat width (inner)	400 mm (16") to 550 mm (21") (150 mm range – 2 cushion sizes)
B: Back height	830 mm (32")	J: Max width (outer)	790 mm (31")
C: Seat height	540 mm (21")	K: Seat to Footplate height	350 mm (14") to 500 mm (20") (150 mm range)
D: Castor Frame width	675 mm (26")	L: Arm height	200 mm (8") to 250 mm (10") (50 mm range)
E: Overall length	1285 mm (50")	M: seat depth	380 mm (15") to 550 mm (21") (170 mm range)
F: Push bar height	1110 mm (43")	P: Narrow Lateral Width	230 mm (9") to 360 mm (14") (130 mm range)
G: Clearance height	145 mm (6")	P: Regular Lateral Width	315 mm (12") to 435 mm (17") (120 mm range)
Chair Weight:	70 Kg (Manual) 73 Kg (Motorised)	P: Wide Lateral Width	445 mm (18") to 520 mm (20") (130 mm range)
<p>Max user weight 160kg</p> <p>(All measurements ± 10mm / 5")</p>		Q: Lateral Height	320 mm (12") to 520 mm (20") (200 mm range)
		W: Back angle recline (B.A.R)	95° to 135° (40° range) (Manual & Motorised)
		X: Tilt in space (T.I.S)	Factory Setting: 0° to 35° (35° range) (Manual & Motorised)
			Optional Setting: -5° to 30° (35° range) (Manual & Motorised)
		Y: Knee angle	Factory Setting - 65° to 135° (70° range) (Manual & Motorised)
			Optional Setting: 80° to 150° (70° range - Manual)
			Optional Setting: 80° to 157° (77° range - Motorised)
		Z: Ankle angle	4 positions – 75° / 90° / 105° / 120°

1. Brakes

- To locate the brakes, push the chair forward so that the rear and front castors swing around and the brakes can easily be accessed.
- Use the foot to press down on the end of the blue brake lever to lock the castors.
- Gently knock upwards on the top of the blue brake lever to unlock the castors.



Always brake the castors before transferring the user on or off the chair.



Apply the brakes by pressing down the ends of the blue levers on all four castors.

2. Tilt-in-Space*

Tilt-in-Space is controlled with the lever on the right hand side of the push handle at the back of the chair:

- To adjust the angle of tilt, squeeze the lever and tilt the chair to the desired angle. Release the lever to lock the chair at the desired angle.



Do not attempt to raise the user to a standing position when the chair is tilted backwards.



The lever on the right side of the push handle operates the Tilt-in-Space (TiS).

3. Tilt-in-Space - Angle Setting

To adjust the setting of the Tilt-in-Space (TiS) angle, loosen and remove the nut and bolt located underneath the chair on the central bar and move to the desired hole (position C is selected in the image).

Manual Chair

A=Standard Factory Setting 1: 0° to 35°

B=Optional Setting 2: -5° to 30°

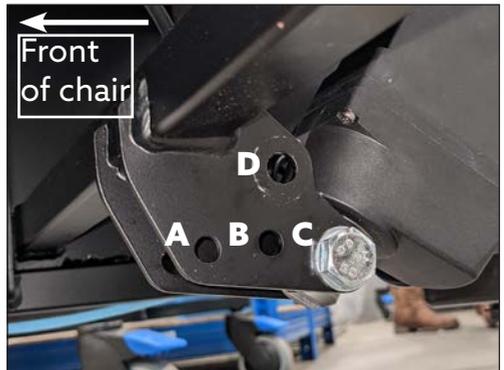
Motorised Chair

C=Standard Factory Setting 1: 0° to 35°

D=Optional Setting 2: -5° to 30°



It is recommend that the Tilt-in-Space angle setting is only changed to the optional setting on the recommendation of a Health Care Professional.



Located underneath the chair at the bottom of the gas strut.

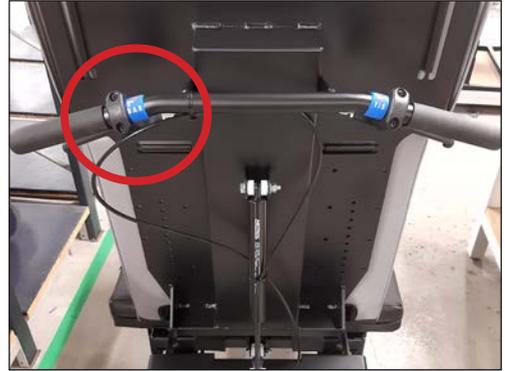
4. Back Angle Recline*

Back Angle Recline (BAR) can be used to adjust the angle between the seat and back, thus changing the angle of the user's hips. When the back is fully upright, the user's hip angles will be approximately 95°; in combination with the contoured profile of the back, this will enable a comfortable position for mealtimes, activities and for preparing to raise to standing. The back angle can be reclined to 135°; this promotes a comfortable position for resting.

- It is controlled with the left hand lever on the push handle at the back of the chair.
- To adjust the angle of recline, grip the handlebar firmly. With the left hand, use the index finger to locate the small locking lever which is fitted in front of the main lever.
- Once the locking lever has been activated, the main lever can then be squeezed to adjust the back angle.
- Release the lever to lock the chair at the desired angle.



It is recommend that Back Angle Recline is only used within the ranges recommended by a Health Care Professional.



The lever on the left side of the push handle operates Back Angle Recline (BAR).

5. Seat Depth

Appropriate seat depth is critical to the performance of the chair and the user's postural stability. When set correctly, the user's pelvis should be positioned at the back of the chair with an approximately two-finger gap between the back of the knee and the front of the seat cushion. To adjust seat depth:

- Locate the lever at the back and left-hand side under the chair.
- Twist lever down and pull/push handle on right hand side until seat depth is in desired position.
- Release the lever and pull the handle until the seat "clicks" positively into position.



Never adjust the seat depth when the user is in the chair.



The seat depth release lever is twisted down to release the locking mechanism.

6. Seat Width

Correct seat width is important for the user's lateral stability. To adjust seat width, each arm rest can be moved in or out:

- Locate the two hand wheels; one is located at the front of the seat base and one at the rear.
- Turn in clockwise direction to loosen.
- To reduce seat width, move the arm rests inwards to the centre of the chair by placing the palm of the hand on the outside face of the arm rest and push.
- To increase seat width, move the arm rests outwards by placing the palm of the hand on the inside face of the arm rest and push.
- Once the desired seat width is achieved, turn the hand wheels in anti-clockwise direction to lock the arm rests in position.
- Arm rests can be set at different seat widths from front to back and left to right, which may be indicated for users with fixed lower limb postures such as windsweeping, or those with increased body mass in the gluteal and hip areas.



The MultiAdjust has a width size guide on each arm to assist with adjustments.

7. Arm Rest Height and Removal

- To adjust arm rest height, locate the two plunger pins located on the inside of the arm rest; one towards the front and one towards the rear.
- With a plunger pin in each hand pull out.
- Slide the arm up or down, to adjust to the desired height.
- Release the plunger pins to lock into position.
- Arm rest height can be set differently from front to back resulting in angled arm rests, which may be indicated for users with specific upper limb positioning requirements.



Plunger pins located on the inside of the arm rest.



Arm rest height should be based on the outcome of the user's assessment; please refer to these measurements or seek further guidance from the Health Care Professional.

The arm rests can be removed to aid user transfers, positioning, cleaning and servicing:

- Locate the two hand wheels; one is located at the front of the seat base and one at the rear.
- Turn in clockwise direction to loosen.
- The arm rest can then be removed completely.



Location of the hand wheels underneath the seat base for seat width and arm removal.

8. Leg Rest Elevation

The leg rest can be elevated to promote comfort during periods of rest, or to achieve a change of position:

- Locate lever at the right-hand side of the leg rest.
- Squeeze the lever then lift or lower the leg rest to the desired angle.
- Release lever to lock the position.
- To lower the leg rest, pull the lever out and the leg rest will return to its lowered position; it may be necessary to push the leg rest down.



Never leave the user unsupervised in the chair with the leg rest elevated.



Leg rest elevation should only be used within the ranges tolerated by the user based on their knee range of movement and should not affect pelvic stability.



Locate the lever on the right side of the chair to adjust leg rest elevation.

9. Leg Rest - Angle Setting

Located underneath the chair on the front end of the seat base towards the leg rest.

To adjust the setting of the leg rest angle, loosen and remove the nut and bolt then move to the desired hole (position C is selected in the image).

Manual Chair

A=Standard Factory Setting 1: 65° to 135°

B=Optional Setting 2: 80° to 150°

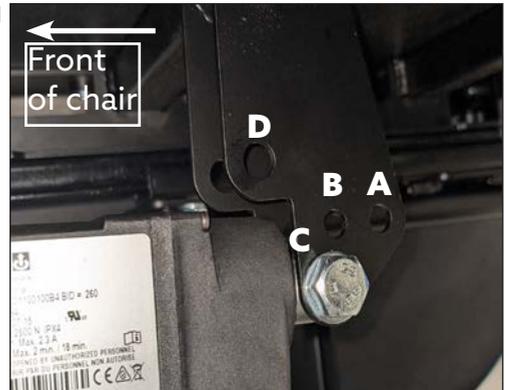
Motorised Chair

C=Standard Factory Setting 1: 65° to 135°

D=Optional Setting 2: 80° to 157°



It is recommend that the leg rest angle setting is only changed to the optional setting on the recommendation of a Health Care Professional.



The leg rest angle nut and bolt is located on the front end of the seat base.

10. Headrests (Optional)

The headrest should always support as much of the user's head as possible and the height of the headrest should be set to provide comfortable support.

- Each headrest has a strap attached to its top edge. The straps have short strips of plastic hooks sewn at intervals along its length.
- It can be adjusted up and down via the strap, the plastic hooks simply click onto the slots on the back of the chair.



Loop the headrest strap around to the back of the chair.

11. Height & Angle Adj. Flip-up Footplate UK Patent Approved GB 2589439

Footplate's are important for the user's comfort, postural stability and pressure distribution. The MultiAdjust footplate is also suitable for users with a longer lower leg length. The footplate is fixed into a bracket on the back of the leg rest. To insert and adjust the footplate height:

- Pull out the locating pin on the bracket and insert the footplate.
- Slide the footplate up or down to adjust to the desired height.
- Release the locking pin; the pin should 'click' into position when the footplate is properly located.
- Note that the footplate stem has a ratchet and wheel safety feature. This ensures that should the footplate come into contact with the floor it will rise up out of the way maintaining chair stability. The wheel offers some protection to the flooring."



The ratchet feature is predominantly for safety, we advise that the Footplate height is reduced by hand every time the leg rest is lowered.

The MultiAdjust footplate angle can be adjusted to correct positioning at the feet to neutral, or accommodate fixed postures at the ankles. To adjust the footplate angle:

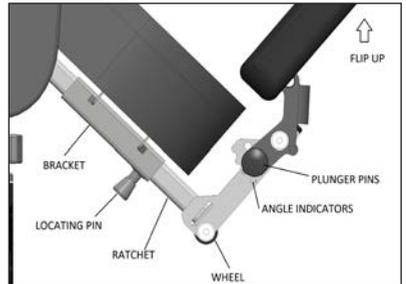
- Ensure this operation is carried out by a competent person, and that no weight is being applied to the footplate.
- The position is set by the plunger pins as shown; each indicator offers 1 of 4 different positions and 0° is achieved when vertical. Pull out one of the plungers and twist so that it is locked off (see image).
- With one hand safely on the footplate, pull out the second plunger pin so that the footplate can angle to the desired setting.
- When this is achieved, lock both plunger pins into position, fully engaging with the corresponding holes on each side.
- The footplate will 'flip-up' to vertical 0° from any position and return to its original setting.



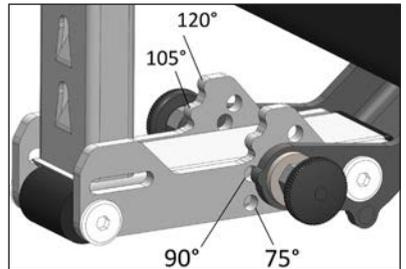
Keep Fingers away from the mechanism when performing this task to avoid any potential finger traps.



The footplate fits into the bracket on the back of the leg rest.



Parts of the footplate.



Locating the plunger pin



The footplate can be adjusted and set to a choice of 4 positions; 75°, 90°, 105° & 120°. This equates to a 120° range of adjustment. In all angled positions the footplate can be easily lifted up to 0 (vertical) to move it out of the way.

12. Pelvic Belt* (Optional)

Pelvic belt length is adjusted by the two part buckle and a 'tri-glide' adjuster:

- To fasten buckle 'click' two halves together.
- To release buckle, press tabs on the sides of buckle and pull two halves apart.



Pelvic belts are intended to be used as positioning aids not for restrictive practice. Please see *Disclaimer for further information.

- **4-Point Pelvic Belt also available.**



The two halves of the pelvic belt buckle.

13. Groin Harness* (Optional)

The groin harness is a positioning aid that can provide maximum pelvic control to help stabilise the position of the pelvis and prevent the user from sliding forward in the chair.

- The harness consists of a padded cross shape and webbing straps. Two points of the padded cross shape are attached at the junction between the seat and back cushions.
- When seated in the chair, the two loose ends of the harness should be pulled up over the users thighs and attached to the straps at the rear of the chair.
- The harness can be adjusted through the webbing straps.



Groin harness to stabilise pelvic position in the back of the seat.

14. Dynamic Chest Harness* (Optional)

A dynamic chest harness can provide anterior support and comfort whilst not restricting active positioning or function.

- The dynamic chest harness is held in position with a strap from each corner, two straps attach at the users waist and two over their shoulders.
- These straps are attached to the harness with side-lock buckles, the length of the straps can be adjusted through the buckles.



Always ensure the harness is positioned correctly and comfortably, not over-tightened and not interfering with in-situ medical devices.



Dynamic chest harness provides support to the upper trunk.

15. Tray (Optional)

The MultiAdjust can be fitted with a tray, which can be used to assist in the user's upper limb positioning and engagement in activities; it should never be used as a restraint.

- Once the occupant is sat in the chair, rest the tray across the arm rests so that the tray fits snugly against the user but does not press in to their abdomen.
- The buckles on the tray straps connect with the buckles on the inside of the chair sides. Clip the two halves of the buckles together on all four straps.
- Adjust the tension in the tray straps to secure the position of the tray. Then tension can then be adjusted to change the front-to-back position of the tray.



Always ensure that the tray does not interfere with any stoma devices, feeding tubes or similar devices fitted into the user's abdomen.



Straps on front and rear of tray fastened into buckles in the inside of the arm rest.

16. Pommel (Optional)

A pommel can be used to aid thigh positioning, usually by abducting (moving apart), to promote postural alignment and pressure care. The pommel is designed to separate and support the whole inside of the knee joint; for this reason the pommel is not depth adjustable and is positioned out in front of the seat edge.

- Fit the pommel with the leg rest angled down as this will give the best access to the bracket.
- Locate the cut-out in the bottom front edge of the seat cushion; the opening for the pommel bracket is located in this cut-out.
- Fit the metal stem of the pommel into the bracket and push the pommel until it is felt to 'click' into position.
- To remove the pommel, hold it at the bottom edge of the metal stem and pull directly outwards.



A pommel must never be used as a restraint and the user must not be allowed to slide into sacral sitting and come to rest against the pommel.



Fit the pommel into the bracket in the middle of the bottom edge of the seat.

17. Laterals (Optional)

Lateral supports are available in a narrow, regular and wide setting. Lateral supports are usually adjusted so that they are supporting the user's upper trunk; however, this depends on the where support is required based on assessment outcomes.

- Lateral supports should be positioned to support the user in an upright position and limit leaning at the trunk. For comfort leave a three-finger gap between the top of the lateral and the user's armpit.
- Before transferring the user into the MultiAdjust take a measurement of the height of any lateral support they have fitted to a wheelchair or activity chair. Otherwise, try to measure from seat to mid-chest height as a guide. Position the lateral supports accordingly.
- Similarly, measure the distance between the lateral supports on the user's wheelchair or measure across their chest so that the width between the lateral supports can be set-up before transfer.
- To adjust lateral height, pull out the lower knob on the adjustment block fitted to the back of the chair. This knob controls the indexing pin which locks into the holes in the height adjuster. Raise or lower the lateral pad to the desired height and release the knob. Push the lateral down until the indexing pin is felt to lock in place.
- Width is controlled by the clamp plate on the adjustment block. Turn the hand wheel on the adjustment block until the lateral is free to slide sideways. Once in the desired position tighten the hand wheel to lock the pad in place.
- If the MultiAdjust is to be used without the adjustable lateral supports undo the hand wheel controlling the width adjustment and slide the laterals completely out of the adjustment blocks. Keep the laterals in a safe place for future use."



Pull out the lower knob to adjust lateral height.



Turn the hand wheel to adjust lateral width, tighten the hand wheel to hold the setting.



Standard and kidney pads available in small and medium.

18. Fully Motorised and Pro-Control

The Pro-Control MultiAdjust uses actuators to adjust the Tilt in Space and leg rest elevation. The fully motorised MultiAdjust uses actuators to adjust the Tilt in Space, Leg rest elevation and Back Angle recline. Both systems utilize a 24V DC rechargeable battery system which needs to be regularly charged in order to maintain battery performance.

19. Battery Charging

When a motorised chair is first delivered and before it is used, charge the batteries for at least twenty four hours to ensure they are at full power. Similarly, if the motors have not been used for a prolonged period, charge the batteries for twenty four hours to bring them up to full power. Establish a regular regime for battery charging. Charging the chair regularly overnight is recommended. The battery unit will sound a warning signal when the battery is nearing its minimum recommended charge level. Charge as soon as is practicable once this signal is heard.

Only chargers supplied by CareFlex should be used to charge CareFlex chairs. Do not use a CareFlex charger to charge other products.

- Fit the jack plug connected to the charger into the socket on the hand control unit of the chair.
- Plug the charger into a 240V AC mains electric supply and switch on the power to the charger. See the notes above for charge times.
- At the end of the charging cycle, switch off the charger and disconnect all leads and plugs.

20. Using a MultiAdjust with Motorised Actuation

A chair with motorised actuation has a hand controller on a coiled flex attached to the control box on the chair. To activate the actuators and tilt the chair, elevate the leg rest or recline the back, depress the appropriate up or down button for the facility required.



Fit the charging plug from the charger into the socket on the side of the handset.



DO NOT:

- Leave the charger connected to the chair with the mains power switched off.
- Move the chair when it is connected to the mains.
- Charge the batteries when there is a client in the chair.

If, after charging, the motors do not work, take the chair out of service immediately and contact CareFlex or your local Distributor.



6-button handset for motorised chairs.



Always warn the client of what you are doing so that they do not become agitated or confused.

LOOKING AFTER The MultiAdjust

Care & Maintenance

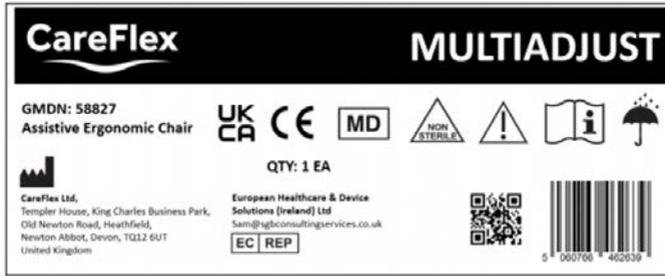
- When the chair is delivered and every time it is used, check the chair over for signs of damage or excessive wear.
- If the chair shows signs of excessive wear, damage or incorrect performance, please take it out of service immediately and contact CareFlex or the local CareFlex Distributor.
- If the user is experiencing severe discomfort, do not use the chair. Take it out of service immediately and contact CareFlex or the local CareFlex Distributor.
- The MultiAdjust is upholstered in high quality material which is waterproof and fire retardant. However, do not store or use the chair in damp or wet areas.
- Do not attempt to carry out any structural maintenance or adjustment of the MultiAdjust or its accessories without consulting CareFlex or the local CareFlex Distributor.

Details of cover material care and maintenance can be found in the Fabric Guide. Both are available in hard copy on request from CareFlex, or are free to download at www.careflex.co.uk.

Look after the MultiAdjust and it will provide years of trouble-free service.

Identification

Each MultiAdjust chair has a unique chair number which must be quoted during any correspondence with CareFlex or the local CareFlex distributor. This is on a white label on the back of the chair.



Important Safety Information

- All those using, providing, setting-up or adjusting the MultiAdjust chair should take the time to familiarise themselves with all aspects of the chair, including its functions and accessories, before using the chair.
- Do not 'ride' on the push handles or subject them to excessive loads.
- Do not sit on the leg rest or subject it to excessive loads.
- Do not attempt to stand on the footplate.
- Do not tip the chair backwards to ascend steps or overcome thresholds, especially if a user is sat in the chair.
- Always ensure that the user's feet do not drag on the ground when the chair is moved by elevating the leg rest to lift their feet off the floor or using the footplate.
- Always ensure that there are no obstructions under the chair and that there is plenty of space around the chair before using the Tilt-in-Space facility.
- Always apply at least two brakes when the user is transferred to or from the chair.
- Always try to avoid storing or using the chair in areas where it may obstruct exits or passageways.
- The MultiAdjust must never be used in motor vehicles for user transportation.
- Do not charge the chair's batteries when a client is sat in the chair (motorised version only).
- Do not move the chair if the charging lead is connected between the chair and mains power supply (motorised version only).

*Disclaimers

Tilt-in-Space and Back Angle Recline should always be prescribed responsibly, ensuring that they are safe and appropriate for the user following a comprehensive assessment of posture and risk, with advice sought from the multi-disciplinary team where indicated. In some cases these functions will be contra-indicated, and they could also increase shear and friction forces.

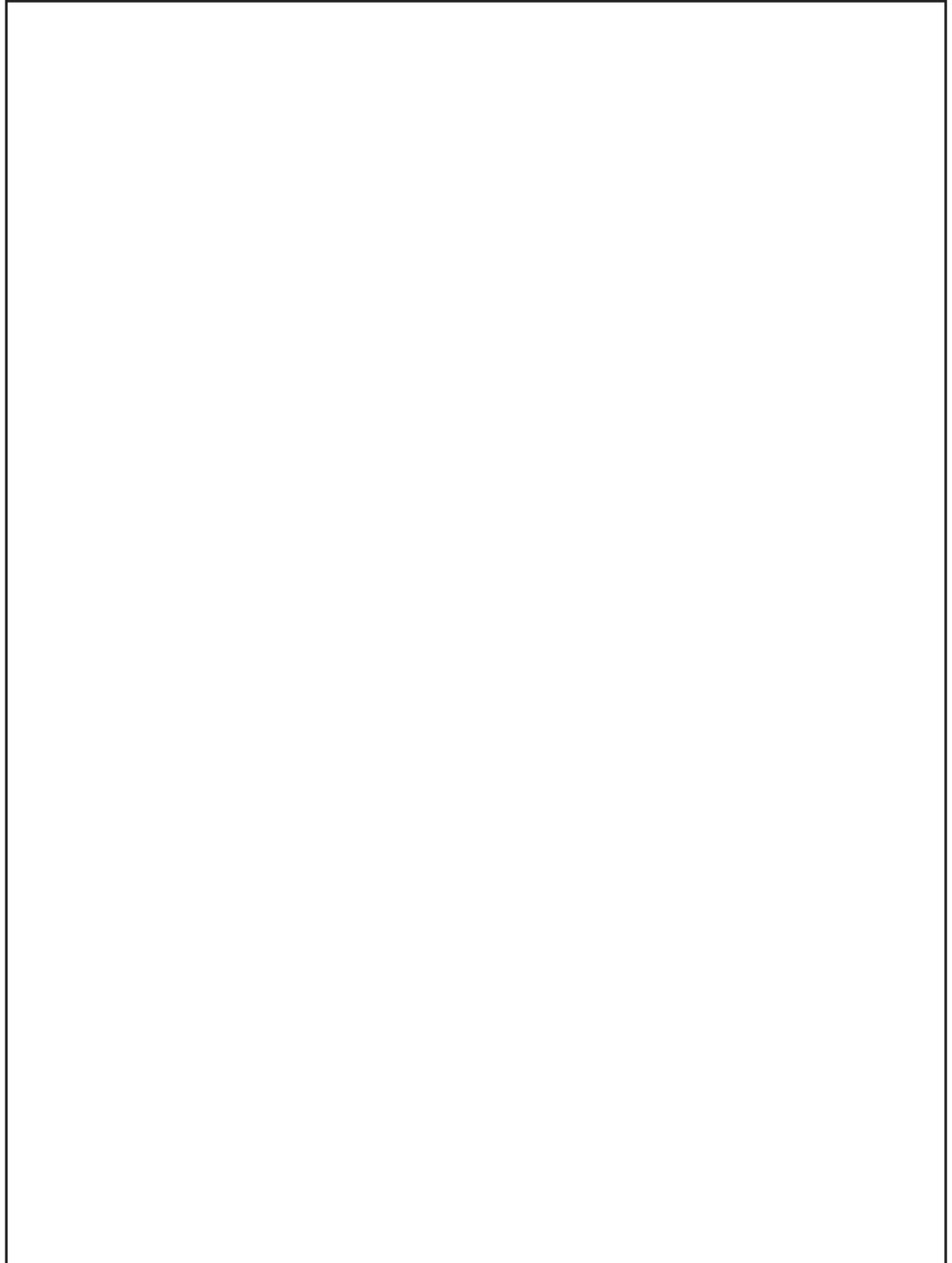
All belts and harnesses must also be prescribed, implemented and monitored responsibly following a comprehensive risk assessment. Please see the Device safety information alert for further information: www.gov.uk/drug-device-alerts/all-posture-or-safety-belts-fitted-to-supportive-seating-wheelchairs-hoists-and-bathroom-equipment-risk-of-serious-injury-or-death

Notes

Write the CareFlex Chair Number Here:

Notes

Write the CareFlex Chair Number Here:





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