

# Staebel Sovereign Wheelchair User Manual

Product Code: 4340C



## IMPORTANT SAFETY INFORMATION

In order to avoid toppling and dangerous situations, you should practice safe handling of your new wheelchair on a flat and familiar surface. In such a case, an assisting person is recommended.

- Prior to using the wheelchair, please check whether all parts attached have been fastened properly.
- Never lift the wheelchair by parts that are not fixed firmly (the armrests or legrests).
- Ensure that instantaneous/quick-release axles are positioned correctly in the axle holders, as otherwise there is a danger of injury.
- Please note that the danger of tipping is increased by shifts in weight (e.g. strong upper body movements or overcoming obstacles).
- Steps and larger obstacles may only be crossed with the help of at least two assisting persons. For this, use lifting points 1 and 2 (see overview of the wheelchair). If equipment such as ramps, lifts or step climbing aids are available, these should be used.
- When using on a downward incline, it must be noted that a danger of tipping exists from 12% (7°). It is recommended to use tilt protection.
- Avoid running against obstacles (steps, kerbs) without braking or moving down steps.
- Avoid using on uneven, loose surfaces.
- An assisting person should be used if going over obstacles (steps etc.). Use the tip assist (see overview of wheelchair) to tip the wheelchair appropriately.
- When getting into or out of the wheelchair, apply both locking brakes.
- Ensure a sufficient profile depth of your tyres.
- Observe the road traffic regulations when on the road.
- The passive lighting (reflectors) of your wheelchair must always be visible to other road users.
- The locking brake must not be used for braking when the wheelchair is moving.
- When braking at fast speeds or on long downward slopes when using the push rims, fingers and hand surfaces become hot. Caution! Danger of burning!
- We recommend that leather gloves are used for use outdoors. These increase grip and protect fingers and hands from dirt and injury at the same time.
- Please note that padded parts can become hot in direct sunlight and lead to skin injury on contact. Therefore, cover these parts or protect the wheelchair from direct sunlight.
- When transferring between wheelchair and bed, always ensure that:
  - both locking brakes are applied
  - the side part on the side for getting in/out is swung backwards.
  - the foot plates (for getting in/out) are folded upwards, swing inwards/outwards or are removed.

## Safety in Vehicles

The Sovereign Wheelchair has been crash tested for use in a vehicle with appropriate tie-down restraint system. Active Medical is not able to recommend the type of tie-down restraint system for transportation of a person while in a wheelchair, however we have determined tie down locations for the Sovereign Wheelchair while being transported. Information and recommendation regarding vehicle restraint systems can be sourced from your health professional or local Department of Transport.

A wheelchair secured in a vehicle will not provide the equivalent level of safety and security as a vehicle seating system. It is always recommended that the user transfers to the vehicle seating system where appropriate. Please ensure the restraint system complies to Australian Standards and you fully understand the manufacturer instructions on how your tie down system works and whether it is compatible with the Sovereign Wheelchair.

## INDICATIONS / CONTRAINDICATIONS

Inability to walk or severe walking disability as a result of:

- Paralysis
- Loss of limbs
- Meromelia/limb deformation
- Joint contractures/joint damage
- Other ailments

The supply with strengthened wheelchairs is indicated if the body weight of the disabled person is 125 kg and more and a standard wheelchair no longer offers the required safety.

Use of the wheelchair is not suited for:

- Perception disorders
- Severe disturbances of equilibrium
- Loss of limbs on both arms
- Contractures/damage to joints on both arms
- Inability to sit
- Reduced or insufficient eyesight

## PURPOSE

The wheelchair is produced solely for increasing mobility and for the transport of people with impaired mobility in accordance with the above mentioned indications.

To note: We are only able to issue a guarantee if the product is used in accordance with the specified conditions and for the specified purpose.

## SCOPE OF DELIVERY AND CHECKING THE DELIVERY

The scope of delivery in the special carton includes:

- 1 wheelchair, folded
- 1 operating instructions

All wheelchairs are subjected to a proper final in-house inspection and provided with the CE mark. The wheelchairs are supplied folded in a special carton. Supply, assembly and instruction in use of the wheelchair is carried out by the qualified medical supplies retailer.

If delivered by rail or a forwarding agent, the product is to be checked with regard to transportation damage at once in the presence of the shipper.

If there is any damage, note the following:

- Record the facts
- Produce a statement of assignment. All claims from the damage are assigned to the shipper.
- Return of the record of the facts, the consignment note and the statement of assignment to the manufacturer.

## OVERVIEW OF THE WHEELCHAIR

To make the use of your wheelchair as simple as possible, we have provided detailed illustrations for the written instructions.

The following illustrations should help to identify the names and interaction of the individual elements. (See Fig. 1a, 1b and 1c)

**PLEASE NOTE:** *The text passages that are identified specially with:*





## ASSEMBLY / ADJUSTMENTS

### Folding and Unfolding

Fig 2



#### Delivery

Your new wheelchair is fully assembled and folded in a carton.

To prevent damage during transport, attachable mounting parts are delivered separately (Fig. 2).

#### Unfolding

Position your wheelchair next to you. Tip it towards you until the load is taken off one driving wheel (Fig. 3). Now press with the flat of the hand against the seat tube nearest you to unfold the wheelchair (Fig. 4).

#### Note

When unfolding, please ensure that your fingers remain on the seat belt. There is otherwise a danger of jamming!

Fig 3



Fig 4



#### Folding

Position your wheelchair next to you. Tip by pulling the backrest to you until the weight is taken off the opposite driving wheel.

At the same time, pull the seat cover upwards until the chair is completely unfolded (Fig. 5).

#### Note

To prevent injuries, do not hold the wheelchair by the armrest while tilting. If legrests are fitted, the foot plates should first be folded up.

Fig 5





## Legrests

Fig 6



### Legrests with foot plate

Both legrests are supplied with the foot plates attached. The foot plates on both legrests can be folded upwards.

### Attaching legrests

- Hold legrests on the upper part such that this part points outwards. Operate the handle for the quick-release axle and push the legrests with the guide profile into the hole in the frame (Fig. 6).
- Now the legrest is simply folded forwards and locks automatically in place.

Fig 7



### Note

Before moving off, check for firm attachment of the legrests!

### Removing the legrests

To transport your wheelchair as compact as possible, you can completely remove the legrests and foot plates (Fig. 7).

- Pull the handle, thus opening the locking device
- Swing the legrest 90° outwards and pull it upwards.

Fig 8



### Swinging away the legrests

To make it as easy as possible to get into and out of your folding wheelchair, you can easily swing the legrests outwards or inwards if needed without having to remove them (Fig. 8).

- Pull the handle. This opens the locking device.
- Now you can swing the legrests outwards or inwards.
- If necessary, fold the foot plates upwards first.
- To return to the original position, simply swing the legrest forwards until it locks into place.

Fig 9



### Note

When standing up from the wheelchair, under no circumstances stand on the foot plates!

### Setting the legrest length

The length of the legrests can be adjusted in 520mm steps up to a total of 80mm.

- To do so, remove the Allen bolt (4 mm) and set the legrest as required (Fig. 9)

Fig 10



### Angle adjustable foot plates

The angle of the foot plates can be adjusted:

- Unscrew the Allen bolt and adjust the foot plate to the required position by rotating the toothed ring.
- Retighten the Allen bolt

## Legrests

Fig 11



### Swinging away the legrests

You can adjust the width of the foot plates to meet your needs.

- Loosen the fastening screw on the foot plate, then you can adjust the foot plate to a narrower or wider setting (105mm to 155mm).
- Then secure the foot plate by firmly tightening the fastening screw.

Fig 12



### Side Parts

In order to be able to get in and out more easily, both side parts and the arm rests can be swung backwards. Operate the locking lever using light finger pressure (Fig. 12) and swing the side part backwards at the same time (Fig. 13).

### Note

Do not use the side parts to carry the wheelchair!

Fig 13



To lock the side part, first swing it forwards and allow it to click into place with light pressure on the armrest.

### Note

When moving the side parts, ensure that no items of clothing or other things can become jammed. Before use, check for firm attachment of the side parts!

Fig 14



### Removing the side parts

For ease of getting into or out of the wheelchair, removing a side part can be helpful. To do this, loosen the front locking lever as described previously. You can then loosen the back lock by pulling on the lever. Now you can simply remove the side part. Re-assembly is then carried out in reverse order.

Fig 15



### Armrests

#### Height of armrests

It is easy to adjust the height of the armrests. Operate the knob for adjusting the height on the side part and pull the armrest upwards or downwards. When you let go of the knob, the armrest automatically locks into position.

#### Position of the armrests

You can shift the armrests further forwards or backwards. To do this you operate the knob located at the side of the armrest and pull this towards the front or the back. When you let go of the knob, the armrest automatically locks into position.

Fig 16



## Seat

Fig 17



### Seat Depth

The seat depth can be adjusted in five steps. This allows the depth to be changed by up to ten centimetres.

Step 1: Remove the side part bracket and the backrest bracket by loosening the fastening screws (see Fig. 17).

### Note

Caution. Danger of tipping! If you adjust the driving wheel forwards or the backrest backwards, the danger of tipping is increased significantly. Anti-tilt rollers or an extended wheelbase are then necessary. Check the settings first with a helper. Only use settings that you feel safe with.

Fig 18



Step 2: Remove the Allen bolts at the back on the seat cover (see Fig. 18). Pull the adapter out to the required position and then retighten the bolt.

Fig 19



Step 3: pull back the rear part of the seat cover and connect this again with the front seat cover using the Velcro tape (see Fig. 19).

Step 4: Reattach the backrest to the wheelchair frame. Position it as close as possible to the seat.

Step 5: Mount the bracket so that the side parts click into place correctly

### Seat Height

In only a few steps you can adjust the seat height to suit your needs.

### Drive wheel height

Take off the drive wheel (see 6.11) to make it easier. To adjust the height of the drive wheel and, consequently, to raise or lower the height of the whole wheelchair, you first have to remove the drive wheel brackets. You can loosen the fastening nuts of the axle bracket with a spanner (see fig. 20). Now you can remove the bracket and fasten it at the desired height. Screw the nut tight again and fasten the drive wheel.

Fig 20



Fig 21



### Front wheel height

The height of the front wheels can be adjusted to three levels. Loosen the Allen bolt (see fig. 21) and pull out the wheel axle. Move the front wheel to the desired height, then tighten the bolt again.

Fig 22



### Angle of the steering wheel axle

The angle of the steering wheel axle can change as a result of changing the height of the drive wheel and/or the front wheel. This should, however, always be at right angles (90°) to the floor (see fig. 22). First loosen the locking device by loosening both Allen bolts on the interior side (see fig. 23). You can then adjust the angle with the aid of the two grub screws (see fig. 24). Subsequently both attachment bolts on the inside are to be tightened up.



Fig 23



Fig 24



## Adjusting the knee lever brake

With any change to the height of the drive wheel, the knee lever brake has to be newly adjusted (see 6.7).

## Seat Angle

If you incline the seat of the wheelchair towards the back, you will be sitting more deeply and firmly in the chair. To incline the seat towards the back, attach the quick-release axle in a higher position. If you wish to incline the seat towards the front, fix the quick-release axle in a lower position. Fixing the quick-release axle is done in the same way as in 6.5.2.1.

**Caution.** Danger of tipping! If you adjust the driving wheel forwards or the backrest backwards, the danger of tipping is increased significantly. Anti-tilt rollers or an extended wheelbase are then necessary. Check the settings first with a helper. Only use settings that you feel safe with.

## Wheel Base

Fig 25



Fig 26



Fig 27



Fig 28



Fig 29



The stability of the wheelchair is improved by lengthening the wheel base. On the other hand, shortening the wheel base improves manoeuvrability. A shortening of the wheelbase is only recommended for practised wheelchair users.

To set the wheelbase, loosen the four fastening screws that secure the wheel attachment. The wheelbase can be adjusted in four stages. Fasten the wheel attachment afterwards in the cut-outs provided. Ensure that all four screws are securely tightened. To increase the wheelbase, a wheelbase extension can also be used.

**Note.** When changing the wheel base, a subsequent adjustment of the knee lever brake is also absolutely necessary!

## Operating the knee lever locking brake (compact brake)

To lock the brake, simply push the brake lever forwards until it locks (Fig. 26). To release the locking brake, simply pull the brake lever backwards (Fig. 27)

## Adjusting the knee lever locking brake (compact brake)

If you notice that the braking effect is no longer sufficient or is uneven, proceed as follows:

- Check the tyre profile depth. At the same time, check for even wear of the tyres. If the profile depth in the middle of the tread is less than 1mm, the tyre must be changed. If you have the necessary technical experience you can change the tyre yourself, if you do not feel confident to do this yourself, your specialist retailer will be able to help you.
- Now check the adjustment of the brake. This must be set such that the gap between the tyre tread and the braking bolt with the brake open is 15 mm (Fig.28). The braking bolt must be horizontal, i.e. parallel to the ground surface.
- After unscrewing the two rounded head bolts with 5mm Allen head on the brake mounting (Fig. 29), you can position the brake correctly..

**Note.** The compact brakes only operate on one driving wheel each! Ensure that both drive wheels have the same tyre pressure with pneumatic tyres to achieve good directional stability! After completion of the setting process, retighten the loosened bolts and test the brakes!

## Backrest

Fig 30



The tension of the backrest can be adjusted to enable you to sit comfortably in the wheelchair. Additionally the height of the backrest can also be adjusted.

### Backrest cover

The tauter you adjust the backrest cover, the harder it feels. First remove the backrest padding that is attached by Velcro tape (See Fig. 30).

Then you can adjust each of the belts so that they are firmer or less firm (Fig. 31). To lessen the tension on particular parts of your back, loosen the belt there a little. Now you have to re-secure the back padding by means of the Velcro tape.

Fig 31



### Backrest height

To adjust the backrest height it is recommended that the side parts and the back padding are removed first. You can then loosen the screws on both sides (Fig. 32) and adjust the frame to the desired height. Then put the screws back into the holes provided and screw them firmly in.

Fig 32



### Push Handles

The height of the push handles can be adjusted to make it comfortable for an accompanying person to push you. Loosen the lever screw (Fig. 33) on the push handles and adjust them to the required height. Then firmly tighten the lever screws again to lock the push handles.

Fig 33



### Wheels and Tyres

The spoked wheels are attached to the frame by means of quick-release axles (Ø12mm) (see Fig. 34). The Standard sized model comes with quickrelease axles as standard.

(For quick-release axles, see Section 6.11)

**Note.** Check that the wheels sit firmly each time they are attached!

### Drive wheels

Rubber tyres with an inner tube or PU tyres (puncture proof, no valve) size 24"x1" (model 1321: 24" x 1 3/8") are fitted as standard on your Standard size model. If they become worn or defective, the authorised specialist retailer should be requested to undertake the repair.

**Note.** To ensure optimum operating safety of the brakes / wheelchair, the pneumatic tyres must have a pressure of 300-400 kPa (3-4 bar).

Fig 34



## Backrest

Fig 35



### Steering wheels

Rubber tyres with an inner tube or puncture proof tyres (without valve) with a diameter of 250 x 50mm are mounted on your Standard size model as standard. If they become worn or defective, the authorised specialist retailer should be requested to undertake the repair.

**Note.** To ensure optimum operating safety of the brakes / wheelchair, the pneumatic tyres must have a pressure of 200-250 kPa (2- 2.5 bar).

Fig 36



### Push Rims

The push rims attached to the drive wheels can be mounted a little further outwards so that you can grip them better.

**Note.** Changing the push rim position raises the danger of your fingers being squeezed or jammed.

Fig 37



First loosen the four bolts (Fig. 36) used to attach the push rims to the drive wheels. Then fasten the push rims in a position that is further away from the wheel and screw the bolts firmly back again.

### Quick Release Axles

To achieve significantly easier transport of your wheelchair, the wheels are equipped with quickrelease axles as standard:

- Press on the locking button of the quick-release axle with a finger and remove the wheel (Fig. 36).
- When reattaching the wheel, simply push the wheel back into the mount. At the same time, press the locking button.

Fig 38



Ensure when pushing back in that the quick-release axle is pushed! Check after pushing back in that the wheel is firmly attached by pulling it towards you without operating the locking button of the quickrelease axle.

### Tip Assist

The tip assist can be used to help an accompanying person overcome obstacles such as kerbs. Hold the wheelchair firmly by the push handles with both hands. Then with one foot you press on one of the tip assist (Fig. 38), at the same time pushing downwards with both hands.

## Specifications

Product Code	4340C - 37	4340C - 40	4340C - 43	4340C - 46	4340C - 49	4352C - 52	4352C - 55	4352C - 58
Seat Width	370 mm	400 mm	430 mm	460 mm	490 mm	520 mm	550 mm	580 mm
Overall Width	392 mm	422 mm	452 mm	482 mm	512 mm	542 mm	572 mm	602 mm
Anterior Height	420 - 500 mm	420 - 500 mm	420 - 500 mm	420 - 500 mm	420 - 500 mm	420 - 500 mm	420 - 500 mm	420 - 500 mm
Posterior Height	410 - 510 mm	410 - 510 mm	410 - 510 mm	410 - 510 mm	410 - 510 mm	410 - 510 mm	410 - 510 mm	410 - 510 mm
Seat Depth	400 - 500 mm	400 - 500 mm	400 - 500 mm	400 - 500 mm	400 - 500 mm	450 - 500 mm	450 - 500 mm	450 - 500 mm
Backrest Height (2cm increments)	400 - 460 mm	400 - 460 mm	400 - 460 mm	400 - 460 mm	400 - 460 mm	400 - 460 mm	400 - 460 mm	400 - 460 mm
Backrest Angle (5° increments)	85° - 105°	85° - 105°	85° - 105°	85° - 105°	85° - 105°	85° - 105°	85° - 105°	85° - 105°
Lower Leg Length (2cm increments)	400 - 480 mm	400 - 480 mm	400 - 480 mm	400 - 480 mm	400 - 480 mm	400 - 480 mm	400 - 480 mm	400 - 480 mm
Armrest Height (2cm increments)	180 - 260 mm	180 - 260 mm	180 - 260 mm	180 - 260 mm	180 - 260 mm	180 - 260 mm	180 - 260 mm	180 - 260 mm
Armrest Length (4cm increments)	330 - 450 mm	330 - 450 mm	330 - 450 mm	330 - 450 mm	330 - 450 mm	330 - 450 mm	330 - 450 mm	330 - 450 mm
Footplate Width	105 - 155 mm	105 - 155 mm	105 - 155 mm	105 - 155 mm	105 - 155 mm	105 - 155 mm	105 - 155 mm	105 - 155 mm
NET/Gross Weight (Approximate)	17 kg / 21 kg	17 kg / 21 kg	18 kg / 21 kg	18 kg / 21 kg	18 kg / 21 kg	21 kg / 24 kg	21 kg / 24 kg	21 kg / 25 kg
SWL	125 kg	125 kg	125 kg	125 kg	125 kg	170 kg	170 kg	170 kg

## TRANSPORT

### Transporting the Wheelchair

To make the wheelchair as convenient as possible to transport, all detachable parts (footrests, wheels, slot-in accessories) must be removed and the wheelchair folded.

### Seat in Disabled Vehicle

You can check whether your wheelchair is licensed as a seat in a disabled vehicle by the symbols on the frame (Fig. A and Fig. B).

- The securement points are marked with a symbol (Fig. A). Other attachment points are not authorised by the manufacturer.
- Where possible, use a fixed fitted car seat and its seatbelt system. Stow the folded wheelchair in the boot.
- The person responsible for transportation should be familiar with the current regulations on transportation and use of the disabled vehicle and restraint system.
- 4-point restraint systems anchored to the vehicle must be used to restrain the wheelchair.
- Detachable parts and accessories on the wheelchair, such as trays and bags, should, where possible, be removed and safely stowed in the boot.
- If attachments are not detachable they must be folded away and secured by the user or adequately padded.
- When used as a seat in a disability vehicle, a 3-point safety belt must always be worn. Other fixation systems and straps may be used in addition.
- If your wheelchair has an adjustable backrest or seat, these must be placed in as vertical a position as possible and the locking mechanism checked.
- Products that have been involved in an accident must be replaced and are no longer licensed to transport people.



Fig. A: Wheelchair suitable as seat in disabled vehicles / anchor points



Fig. B: Wheelchair not suitable as seat in disabled vehicles

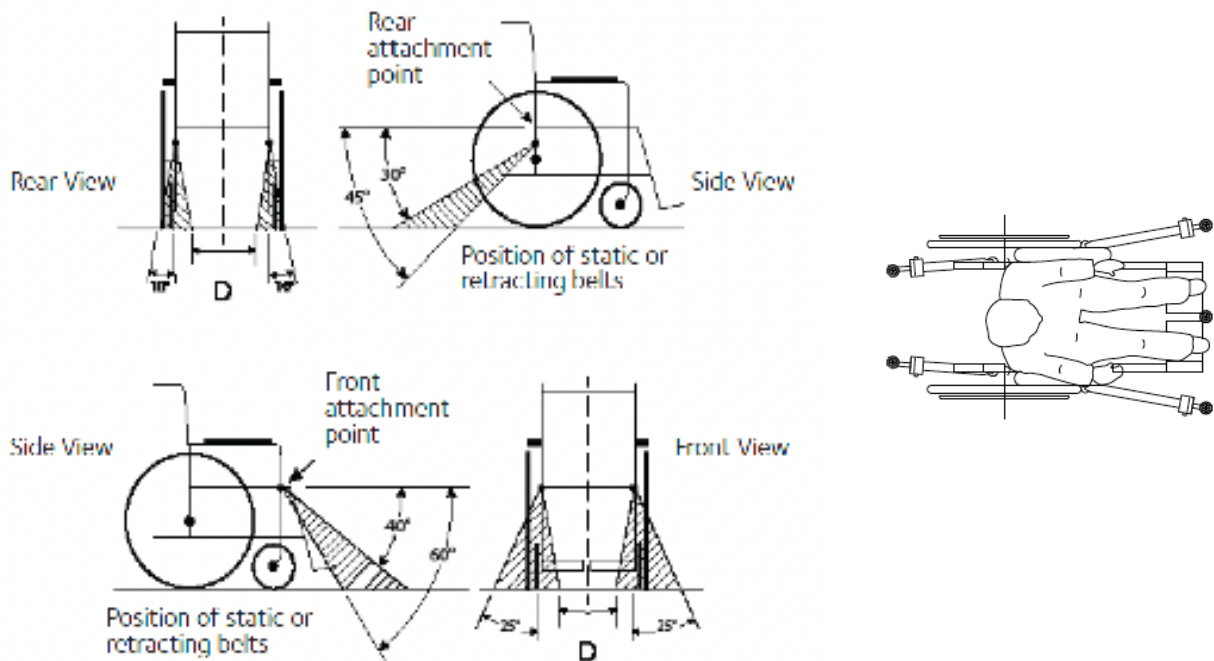


## Positioning of wheelchair

- Position the wheelchair facing forwards (Fig. C)

## Seat in Disabled Vehicle

- Check whether the straps conform to the angles in Fig. D, below:



- Stipulated angles and positions of straps from wheelchair to vehicle floor. Front straps should be arranged so that the angle ensures optimum lateral stability ( $D = 300\text{mm}$ ).
- The hatched area indicates the range within which the straps must be attached to the floor!
- Wheelchair must not be placed in front of an active air-bag Deactivate air-bag or have it deactivated!

## Steering wheels

### Attachment to the vehicle floor

Fig E



Rails (Fig. E)

Insert fitting into rail at an angle and then pull in sideways. Detach the fittings by pulling on the snap ring.

### Mono System (Fig. F)

Place mono-fitting flat on the base plate and pull over the base plate. Detach the mono-fittings by pulling down from the base plate.

Fig F

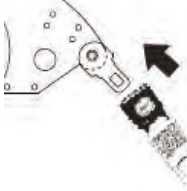


### Attachment to wheelchair

Attachment to the wheelchair may be by securement points (Fig. G) or tie-down system

(Fig. H) to the labelled points. Under no circumstances attach the strap to the footrests or other detachable parts.

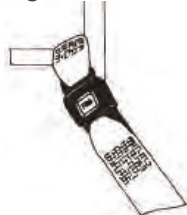
Fig G



### Tensioning and loosening the straps

- Tension using handle (Fig. I)
- Loosening using lever or alternatively by releasing the belt tongue from the belt buckle (Fig. J).

Fig H



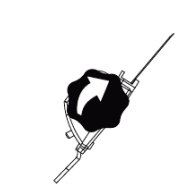
### Safety belt

The safety belt must run at an angle of between 30° and 75° to the horizontal (Fig. K), with a larger angle being preferable. It must fit low on the pelvis.

Make sure that the belt lies flat and is not twisted at any point.

The lap belt must be attached on both sides to the rear securement points. To close the lock, insert the tongue into the buckle. It clicks into place. The lock is opened by pressing the large button.

Fig I



The safety belt should fit firmly but not cut in. To tighten the belt pull on the loose end of the belt. You can further adjust the belt by pushing the clasp forwards in the open position. The shoulder belt hooks into the lap belt. It must fit close to the body across the pelvis, chest and over the shoulder.

Place the clasp in front of the occupant's body, not on the pelvic bone! The clasp must be positioned in such a way that, in the event of an accident, it cannot be accidentally released by attachments.

Belts must not run across wheelchair attachments such as armrests or wheels! (Fig. L & Fig. M)

Fig J



Fig K

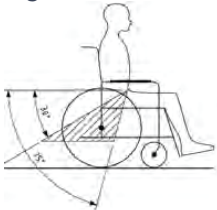


Fig L



Fig M



In order to be able to remove the belt quickly in the event of an accident, a seat belt cutter like this (Fig. N) should be kept in every vehicle.

Fig N



## Storage / Shipment

If the wheelchair is stored or shipped, all removable or non-attached parts, except drive wheels, must be removed and packed individually in suitable containers. The individually packed parts can then be packed together in a larger container. It is recommended to retain the original packaging and to store it for this purpose so that it is available if required. Then your wheelchair is optimally protected against environmental influences during storage or transport.

## Information on Re-Use

The Sovereign Wheelchair is suitable for re-use. For further use, the wheelchair must first be thoroughly cleaned and disinfected in accordance with the attached care and maintenance instructions. Subsequently the product has to be inspected to establish its general condition and any wear or damage by an authorised specialist and repaired if necessary.

## Repair

Repairs and maintenance may only be carried out by authorised partners (medical suppliers or specialist retailer). You can find a partner near you by telephoning our customer service: Tel: 1800 267 267

## Disposal

Even a wheelchair that can no longer be used represents valuable material that can be recycled into the industrial process. Therefore, never throw away your wheelchair for disposal in the household waste, but have it disposed of professionally in an official waste-disposal centre. Your local waste service will be pleased to advise you. The environment will thank you.

## APPENDICES

### Useful life

If used as intended, in accordance with the safety, care and maintenance instructions, the anticipated useful life of the wheelchair is up to 5 years. Beyond this period, if the wheelchair is in a safe condition, it can continue to be used.

### Care, hygiene and maintenance information for the operating instructions

Like all technical products, patient vehicles, mobile walking aids and patient beds, should be subject to a regular check and maintenance by authorised professionals. These checks should primarily ensure the safety of the user.

Beyond this, regular care of the product should guarantee proper functioning even after long use. We have prepared some care tips, a hygiene plan and a maintenance table for you below. We hope to have provided a good overview of the most important care, hygiene and maintenance work for your product.

## CARE INSTRUCTIONS

Cleaning of the seat and back covers can be undertaken with warm water and a sponge or soft brush. For stubborn stains, standard detergent can be added to the water.

Please note: Never use aggressive cleaning agents such as solvents, abrasive agents or hard brush.

Plastic parts can best be cleaned with a standard plastic cleaner. Take note of the product information on the cleaning agent.

Due to the high-quality surface coating, optimum corrosion protection has been achieved. Should the coating be damaged by scratches or similar, you can make good the defective area with a paint pen. Chrome parts are initially wiped with a dry cloth. Dull areas and stubborn dirt can be removed most easily with the appropriate standard cleaning agent.

### Hygiene plan and risk evaluation of medical products before preparation

In accordance with: the second amendment to the medical products act (2. MPG-ÄndG) of 13 December 2001 here: Article 11 Section 4 Para.2, amendment to the medical devices operator ordinance.

Date: 29.04.2005

### Risk Level

Non-critical medical product.

Medical product that only comes into contact with unbroken skin.

### Hygiene Frequency

At least at every change of user.

### Type of Process

Wipe disinfections.

With standard disinfecting agent in accordance with EN 12720

### Disinfection

1. Put on protective gloves before preparing the product
2. Spray the areas to be treated with disinfection agent
3. Wipe dry treated areas with paper towel. Repeat if necessary
4. Dispose of protective gloves and paper towels

### Special Identification

Not necessary

### Sterilisation

Not necessary

### Critical Process Steps, Special Requirements

Replacement of the seat and back covers recommended.

### Warranty

The manufacturer states that the Sovereign wheelchair has a 12 month warranty against material or production defects.



## Specifications

WHEN	WHAT	PLEASE NOTE
Before each journey	<p>Functional check of the brakes. Operate the brake to the full extent of its travel. The braked wheels must not be able to move any more in normal use.</p> <p>Check for wear in the pressure brake Move the brake lever sideways.</p> <p>Tightness of all bolts and screws.</p> <p>Check of the tyre pressure Standard tyres front: max. 2 - 2.5 bar</p> <p>Standard tyres rear: max. 3 - 4 bar</p> <p>Smooth-running tyres: max. 6 - 7.5 bar</p> <p>Check of the tyre profile</p>	<p>Check to be carried out by the user or an assistant.</p> <p>If brakes are defective, have them repaired by an authorised specialist workshop.</p> <p>Check to be carried out by the user or an assistant. If the brake play is too great, have it corrected by an authorised specialist workshop.</p> <p>Check to be carried out by the user or an assistant. Use a tyre pressure gauge. Caution!</p> <p>Tyre pressures that are too low have a negative effect on braking behaviour.</p> <p>Visual check by the user. With wornout tyre treads or damage to a tyre, have them replaced by an authorised specialist workshop.</p>
Every 4 weeks depending on frequency of use)	<p>Oil moving parts</p> <ul style="list-style-type: none"> <li>• All moving points of the crossbrace</li> <li>• Moving parts on the side parts</li> <li>• Brake lever bearings</li> <li>• Legrest bearings</li> </ul> <p>Check of bolts and screws for tightness</p>	<p>To be carried out by the user or an assistant. Before oiling, clean old oil from the parts first. Remove excess oil.</p> <p>Check to be carried out by the user or an assistant.</p>
Every 6 months (depending on frequency of use)	<p>Checks</p> <ul style="list-style-type: none"> <li>• Cleanliness</li> <li>• General condition</li> </ul>	<p>Take note of the care and hygiene information. In the event of any defects, have the necessary repair work carried out only by authorised specialist workshop, as only these are trained in the necessary work and generally have sufficient trained personell.</p>