

ENGLISH

CE

User's Guide

Rodeo

Lightweight Tilt-In-Space Chair



READ INSTRUCTIONS BEFORE USING

SAVE THIS BOOK FOR FUTURE REFERENCE

 **Convaid**

Table of Contents

Setting Up	Unpacking	1
	Unfolding	1
	Folding	3

Fitting Guide	Seat back height	5
	Seat width	5
	Seat depth	6
	Three-point positioning belt	8
	Seat belt adjustments	8
	Depth adjustable crotch strap	8
	H-harness with padded covers	9
	Two-piece seat	9
	Footplate adjustment:	
	Height adjustment	10
	Angle adjustment	10
	Depth adjustment	11
	Foot positioners	11
	Additional supports:	
	Adjustable firm trunk supports	12
	Medial thigh support (abductor)	13
	Lateral thigh support (adductor)	13
	Calf panel	14
	Full torso swing-away support vest	14
	Padded headwing and Occi headwing	15
Headrest extension	16	
Height adjustable flip-up armrests	17	
Solid & mesh side panels	17	
Seat Cushions	18	

Accessories	Upper extremity support surface (tray)	20
	Heavy Duty Under Storage Basket	21
	Headrest cover (canopy)	21
	Attendant hand brake	22
	Anti-tip tubes	23
	Utility bag	23
	Oxygen tank bag	23

Transit Models	Bus transport models	24
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Miscellaneous	Fabric removal	25
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Wheels	Specifications	26
	Foot Operated Wheel Lock	26
	Rear tire removal	27
	Rear tire installation	27
	Caster Lock	28
Anti-shimmy	28	

Tilt & Recline	Tilt adjustment	28
---------------------------	---------------------------	----

Important Information	Recline adjustment	29
	Operating and safety instructions	30
	Warranty	Back cover

Setting Up



SIZE / MODEL CHART

Rodeo	
Size	Model No.
10"	RD10
12"	RD12
14"	RD14
16"	RD16

1. Lay chair down with seat facing upward. **Fig. 1**
2. Unbuckle closure strap. **Fig. 2**
3. Push in gray detent buttons on legrest extensions and swing them out and upward until parallel with the ground. **Fig. 3 & 3a**
Open folded footplate and attach calf support to footplate with Velcro. **Fig. 3b**

Unpacking

Check to see that the following items are included with the chair:

- One-piece footplate.
- Accessories as ordered
- Hex wrench (5/32)

Unfolding

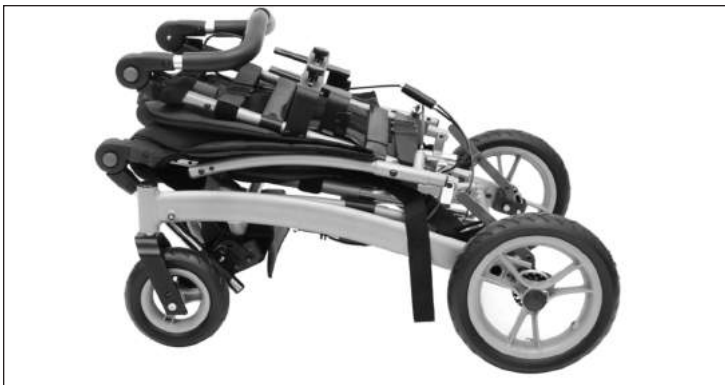


Fig. 1



Fig. 2



Fig. 3



Fig. 3a



Fig. 3b



Fig. 4



Fig. 5

4. Apply wheel locks. **Fig. 4**
5. Push in gray detent buttons on push handle, and lift upward until handle is at a 90-degree angle with chair. **Fig. 5**
6. Place foot on the frame's lower support tube, grasp and pull push handle upwards to unfold chair. Make sure the safety lock clicks into place. **Fig. 6a & 6b**



Caution:
Make sure the safety lock clicks into place. (Fig. 6b)

7. Adjust push handle and footplate into desired position.
8. If applicable, lower armrests, unfold lateral trunk supports and place seat cushion onto seat upholstery. **Fig. 6c, 6d & 6e**

The green dot adds a visual aid for the caregiver indicating the chair is securely locked.



Fig. 6a

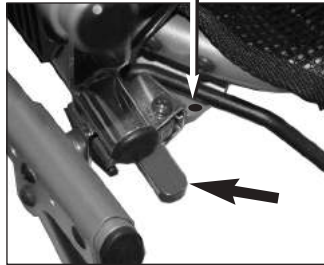


Fig. 6b Safety Lock



Fig. 6c



Fig. 6d



Fig. 6e

Folding

1. Before folding, front wheels of chair should be in a forward facing position. **Fig. 7**
2. Apply wheel locks by pushing wheel lock bar downwards. **Fig. 8**
3. Position chair in a full upright position (not tilted or reclined). **Fig. 9a**

If applicable, flip up armrests, fold lateral trunk supports and remove seat cushion. **Fig. 9b, 9c, 9d, 9e**



Fig. 7



Caution: Keep fingers free of folding mechanism.



Fig. 8



Fig. 9a



Fig. 9b



Fig. 9c



Fig. 9d



Fig. 9e

4. Push in gray detent buttons on legrest extensions, swing them upward until parallel with the ground. **Fig. 10** Detach the calf panel and fold up footplate. **Fig. 11**
5. Using left hand, move red safety lock to the right, and at the same time, lift up on folding lock bar - hold in position until fold begins. **Fig. 12 & 13**
6. With your right hand, push chair downward into the folded position. **Fig. 14**
7. Push in gray detent buttons on the push handle, and rotate handle back on to chair. **Fig. 15**
8. Secure closure strap to hold the chair in the folded position. **Fig. 16**
9. Push in gray detent buttons on legrest, and rotate legrest under chair. **Fig. 17**
10. With a straight back, bend knees and lift chair as shown in photo. **Fig. 18**



Fig. 10



Fig. 11

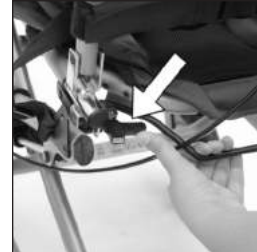


Fig. 12



Fig. 13



Fig. 14



Fig. 15



Fig. 16



Fig. 17



Fig. 18

Fitting Guide

Correct seating and positioning encourages good posture, which in turn aids circulation, breathing and digestion.

Please take the time to properly adjust the chair to fit the user. If the user is not correctly positioned, check the accessories section of this manual to see if one or more of our accessories would help to facilitate posture or consult a physical therapist.

Improper seating can cause problems. Please consult a physical therapist or doctor for additional guidance.

When properly fitted, Convaid chairs will provide years of comfortable use. As the user grows, refer back to this Fitting Guide to adjust the dimensions of the chair.

Back Height

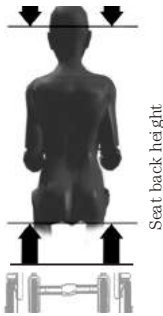


Fig. 19

The back height varies according to chair size. Headrest extensions are available when extra height is needed to support the head.

To determine the back height, measure from the seat to the upper part of the head. **Fig. 19**

Seat Width



Fig.20

Proper seat width enables the user to sit comfortably and prevents problems from developing. While user is seated on a flat surface, measure from hip to hip. **Fig. 20**

The user should have enough room to prevent hips and thighs from rubbing against the frame. However, the chair should not be too wide or the user will slide around and posture could be affected.



Seat width is measured from the inside edge of the seat frame.

Fig. 21

Fig. 21

Seat Depth



Measure from the most posterior portion of the buttocks to the back of the knee. Subtract from that measurement 1-2" to allow adequate clearance between the seat and the back of the knee. **Fig. 22**

Fig. 22

Seat Depth Adjustment

1. Push the gray detent buttons on the legrest extensions; swing them upward until parallel with the ground. **Fig. 23a**
2. Peel off seat upholstery from the mesh seat support. **Fig. 23b**
3. Remove bolt with a 5/32" allen wrench. **Fig. 23c**
4. Extend the footplate tube by matching it with the holes on the seat base. **Fig. 23d**
5. Tighten back the bolt. **Fig. 23e**
6. Repeat on opposite side.



Fig.23a



Fig.23b



Fig.23c



Fig.23d



Fig.23e
Adjust seat depth to desired setting

Three-Point Positioning Belt

The 3-point belt keeps the user secure in the wheelchair.

To Buckle:

Slip the metal clasp on the belt strap into the crotch strap buckle. **Fig. 24**

To Release:

Press the gray button on the buckle and pull out the clasp.



Fig. 24

Seat Belt Adjustments

To adjust seat belt, rotate plastic adjuster up to release lock. **Fig. 25**



Rotate Plastic
Adjuster to Release Lock



Fig. 25

Depth Adjustable Crotch Strap

The depth adjustable crotch strap prevents the user from sliding out of the chair. It is connected with the gray quick-release buckle. It can be adjusted by threading the strap through desired slot on the seat upholstery.

Fig. 26



Fig. 26

H-Harness with Padded Covers

H-harness shoulder straps help the user retain upright trunk position. To adjust, insert the bolts on the end of the strap through the grommet holes on the back upholstery, and secure with the threaded knob. Choose an area in the back upholstery that will keep the user secure, but not so tight that the straps rub against the face or neck. The area should be level with or higher than the top of the shoulders.

Fig. 27 & 28



Fig. 26



Fig. 28

Two-Piece Seat

The seat upholstery is attached to the mesh seat support with Velcro. The mesh support is attached to the seat frame with Velcro and Velcro straps. The mesh can be tightened or loosened from the side or rear to give the seat a supportive contour.

Fig. 29a



To contour the Lower Back:

1. Peel off seat upholstery. **Fig. 29a**
2. Contour or tighten the mesh support by adjusting the Velcro flap in the rear and the three Velcro straps underneath. **Fig. 29b, 29c**
3. Reattach seat upholstery to mesh support.



Fig. 29b

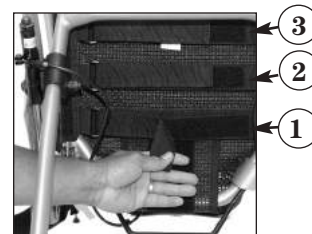


Fig. 29c

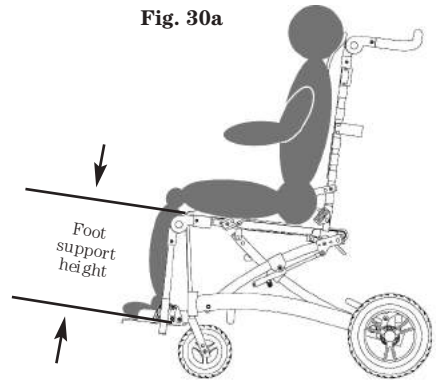
Footplate Adjustment

All Convaid footplates are height adjustable.

To determine the correct seat-to-footplate height, measure from the back of the knee to the bottom of the heel. **Fig. 30a**

Note:

By flipping the footplate upside-down, it allows you to accommodate shorter leg drops than the chair is otherwise able to do in standard configuration.



Height Adjustment:

The soles of the feet or heels should rest comfortably on top of the footplates. To achieve this, remove detent pins on the front of the leg tubes, slide the footplate to the desired height and reinsert the pins. When the footplate is adjusted in its highest position, the excess material of the calf flap may be wrapped under the footplate and attached with Velcro. **Fig. 30b & 30c**



Fig. 30b



Fig. 30c

Angle Adjustment:

To achieve comfortable foot placement, the footplate angle may be adjusted.

Loosen the #1 bolt on each side, and adjust to desired position. **Fig. 31**

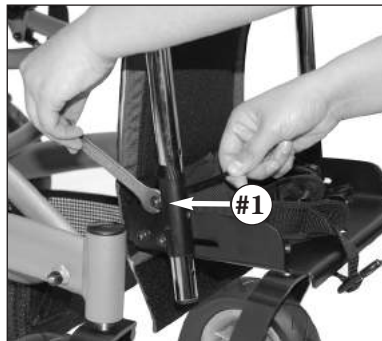


Fig. 31

Depth Adjustment:

To adjust the depth of the footplate, loosen the #2 & #3 bolts on each side of the footplate. Slide the footplate to the desired depth, and tighten the bolts. **Fig. 32**

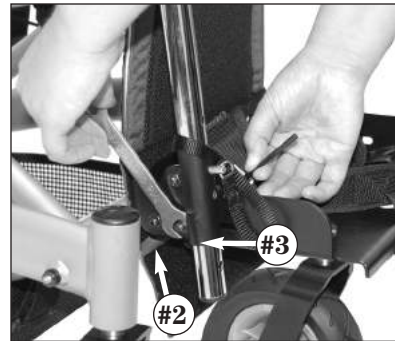


Fig. 32

Foot Positioners

Adjustable foot positioners hold feet in position on the footplate. The foot positioners may be criss-crossed over the top of the foot to secure the entire foot **Fig. 33**



Fig. 33

The foot positioners can also be converted to an ankle strap. To convert into an ankle strap, remove left buckle and secure the loose end of the strap. Wrap the right strap around the ankle and fasten the buckle.

Fig. 33a, 33b, 33c & 33d



Fig. 33a
Remove buckle



Fig. 33b
Secure loose end of strap



Fig. 33c



Fig. 33d

To attach the positioners, thread the strap through top of footplate, and bolt to underside of footplate.

Fig. 34 & 35



Fig. 34

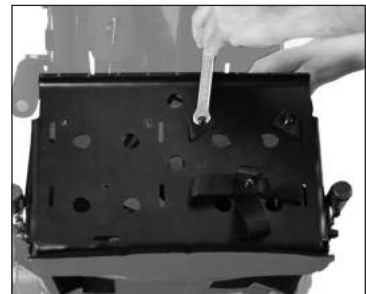


Fig. 35

Additional Supports

Convoid offers a wide variety of supports to help properly position the user.

Note: Convoid's chairs provide a semi-contour fit around the body. The user must be fitted correctly into the chair to achieve optimal posture and comfort.

Adjustable Firm Trunk Supports

The lateral Thoracic supports help maintain midline positioning of the trunk. To adjust the lateral Thoracic supports:

1. Release the double sided Velcro support straps on the back of the chair to allow for vertical height adjustment of the lateral trunk support. **Fig. 36**
2. Loosen the knobs on the lateral mounting bracket to adjust the lateral supports vertically and horizontally. **Fig. 36a**
3. Reposition laterals to the desired location. If the Thoracic supports have to be opened wider to accommodate the user's chest width, a new opening must be created in upholstery. Remove the back upholstery, and with a razor blade, slit open the second upholstery slot. Reinstall the back upholstery onto the frame. **Fig. 36b**
4. Tighten the knobs and reposition the double sided Velcro support straps on the back of the chair. **Fig. 36c**



Thoracic Supports



Fig. 36



Fig. 36a



Fig. 36b



Fig. 36c

Fold or Swing-Away Lateral Supports

To fold or swing-out the lateral trunk supports, squeeze the latch located at the bottom of Lateral Support Bar, and fold the pad inwards or outwards. **Fig. 37 & 38.** Make sure the lateral trunk supports are folded when you fold the chair.



Fig.37



Fig. 38

Medial Thigh Support (Abductor)

Separates thighs to improve hip alignment and stabilize sitting posture. Degree of abduction can be varied and can favor one side.

1. Wrap the abductor flaps over the user's thighs from inside to outside.
2. Wrap straps under and around the side frame, attach to buckle and adjust. **Fig. 39**



Fig.39

Lateral Thigh Support (Adductor)

Pulls thighs together to improve hip alignment and stabilize sitting posture. Degree of adduction can be varied.

1. Cross the adductor flaps over the user's thighs.
2. Wrap straps under and around the seat tube and attach with the buckle under seat. **Fig. 40**



Fig.40

Calf Panel

The calf panel provides support for the lower legs. To attach, wrap the calf panel around legrest extensions and Velcro to the back of the panel. Make sure it velcros to the calf panel support (seat upholstery leg extension) **Fig. 41, 41a & 41b**

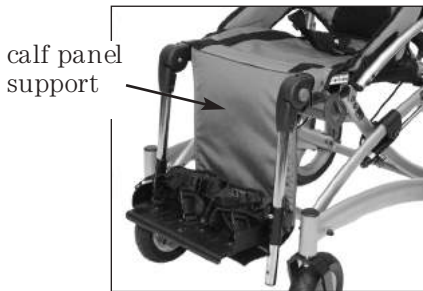


Fig. 41



Fig. 41a



Fig. 41b

Full Torso Swing-Away Support Vest

The adjustable support vest keeps the user securely in place, maintains midline seating position, and prevents forward slumping.

The vest attaches with Velcro straps around the back of the chair. To attach, insert the shoulder straps through the back upholstery grommet holes, and secure with the threaded knob. To keep the vest from sliding up, feed the side straps of the three point positioning belt through the vest loops.

Adjust the side straps on the vest for proper fit around the user's trunk. **Fig. 42**



Fig. 42

Padded Headwing

The padded headwing provides firm support for midline positioning. **Fig. 43**
The headwing can be attached at any height by wrapping the Velcro straps around the back of the frame or headrest extension. **Fig. 44**



Fig. 43



Fig. 44

Occi Headwing

The Occi Headwing comfortably positions the head in alignment. To attach, thread the straps through the slits in the back upholstery and attach at the back of the chair. For added securement, thread laces through the grommet holes in the upholstery, and tie. **Fig. 45 – 50**

If the Occi Headwing is mounted to the headrest extension, wrap the straps around the headrest extension and secure by lacing the threads through the grommet holes.



Fig. 45



Fig. 46



Fig. 47



Fig. 48



Fig. 49



Fig. 50

Headrest Extension

Extends back height to provide head support of taller individuals. The Headrest Extension fits easily into sockets of the back frame. To adjust height, move rubber grommets on the mounting posts to desired position.

Fig. 51 & 52



Fig. 51



Fig. 52

Height Adjustable Flip-Up Armrests

The height adjustable flip-up armrests provide added support and positioning. Armrests “flip-up” out of the way for easy access into the chair, and adjust in height for added comfort.

To attach or adjust the height of the armrests, remove the two screws from each bracket, adjust bracket to the desired height, and reinsert the screws. **Fig. 53 & 54**



Fig. 53

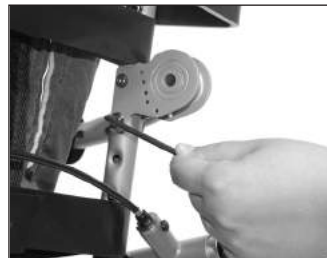


Fig. 54

Solid & Mesh Side Panels

The side panels are designed to keep the occupant's arms inside the chair and to provide added security. The side panels are attached to the chair with 1 screw at the top and 2 Velcro straps at the bottom.

The side panels will adjust to accommodate varying degrees of recline. To adjust, loosen the Velcro strap on the front/outside of the panel, recline the chair to desired position and re-tighten the Velcro strap. **Fig. 54a**

Side panels are available in solid or mesh fabric. The mesh fabric allows for increased ventilation. **Fig. 54b & Fig. 54c**



Fig. 54a



Fig. 54b



Fig. 54c

Seat Cushions

Support: General Use Cushion

Flat foam with wooden insert **Fig. 55**

- Promotes stability and posture control and provides comfort for the user.
- Waterfall front eliminates pressure points at the back of the knees.
- Cost effective cushion choice.



Fig. 55

Position: Medial Thigh Support and Anti-Thrust Cushion

Contoured foam with wooden insert **Fig. 56**

- Medial thigh support helps position the legs out of adduction and into better alignment, which can provide for improved weight-bearing balance and stability.
- When used with a lap belt, the 1" anti-thrust shelf in front of the ischials helps eliminate sliding or thrusting forward of the pelvis. This provides improved stability and reduces sacral sitting.



Fig. 56

Align: Lateral Pelvis and Lateral Thigh Support Cushion

Contoured foam with wooden insert **Fig. 57**

- Contoured edges provide lateral, pelvic and thigh positioning to reduce lateral movement of the pelvis and improve lower extremity stability.
- Increased surface contact for better weight distribution.



Fig. 57

Fitting

The fitting of the cushion should be done by an experienced clinician. When fitted correctly, the cushion will help provide stable support and promote good posture. Consult the clinician for questions regarding individual needs.

Select the cushion size to match the seat width and depth of the chair. Measure the distance between the buttocks and the back of the knees. Subtract 1-2" to allow for adequate clearance between the seat and the back of the knees.

1. Apply wheel locks. Never leave occupied chair unattended.
2. With the material identification tag towards the rear of the chair, place the cushion onto the seat upholstery. Line up the Velcro straps to secure the cushion in place. Front end of cushion should line up with the front edge of the seat upholstery. Position the hips of the occupant to the back of the seat. The ischials (seat bones) should be centered on the seat well of the cushion. Use positioning belt to buckle occupant into the chair.
3. Adjust the wheelchair footrest height so that the user's legs rest firmly but comfortably on the cushion. Proper footrest adjustment will enhance sitting comfort and help lower peak sitting pressures. If applicable, readjust armrest height and lateral trunk supports.

Caution

The height and weight of the occupant, in conjunction with a seat cushion may affect the center of gravity and cause the wheelchair to become unstable, potentially resulting in injury. Prior to use, assess the stability of the wheelchair by sitting in it with the cushion attached.

Ensure the cushion's Velcro is in good condition and is aligned properly with the Velcro on the wheelchair seat. Make sure the cushion is firmly attached. An improperly attached cushion may cause sliding, potentially resulting in injury.

Changes in the user's condition or growth, weight or changes in wheelchair equipment or accessories may require reassessment by a clinician to ensure proper cushion fit and suitability. Skin should be constantly checked by the user's caregiver for any signs of reddened areas or skin sensitivity. These areas should be brought to the attention of a clinician. The clinician should also assist the family with assessing the cushion for any possible areas that have bottomed out.

Accessories

Upper Extremity Support Surface (Tray)

The trays are great for feeding and for trunk stabilization. They feature a safety lip and are easy to clean.

1. Depress spring button on underside of armrest until tray mount tube pops out.
2. Grasp tray mount and extend until locked into position. **Fig. 58**
3. While holding the tray with both hands, squeeze black handles and slide onto ends of tray mount. **Fig. 59, 59a, 60 & 60a**
4. When returning tray mount tube inside, maintain alignment of indent button in order to secure indent button into correct hole.



Fig. 58



Fig. 59



Fig. 59a



Fig. 60



Fig. 60a

Heavy Duty Under Storage Basket

The Heavy Duty Under Storage Basket is designed for large or heavy support equipment, such as a ventilator. It is made of texteline mesh and durable plastic and suspends from the chair frame by Velcro straps. The Heavy Duty Under Storage Basket can hold a weight capacity of up to 50lbs. **Fig. 61**



Fig. 61



Caution:
Remove tray, storage basket, canopy & oxygen tank bag during transport in bus or van.

Adjustable Canopy

Installation:

1. Align plastic canopy retaining clips with frame of the chair. Push on clips with the ball of your hand until they snap into place. **Fig. 62 & 63**
2. To open, grasp top of canopy and push forward and rotate downward. **Fig. 64 & 65**



Fig. 62



Fig. 63



Fig. 64



Fig. 65

Optional Attendant Hand Brake

Hand brakes help to maintain control of the chair when going down an incline. A moderate squeeze to the lever will slow the chair; a firm squeeze will stop the chair.

Fig. 66

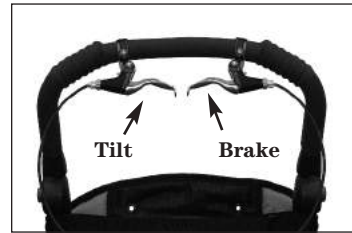


Fig. 66

Attendant Hand Brake - Tire Installation:

Slide wheel onto rear axle, and push on wheel until it clicks into place. **Fig. 67 - 69**

Important: Before pushing on wheel, make sure the brake band is flush with the inside of the brake housing.



Fig. 67



Fig. 68



Fig. 69



Caution:

Always make sure the wheels are installed properly. You will hear a "click" when the wheel locks into place.

Attendant Hand Brake - Tire Removal: See Page 27

Attendant Hand Brake - Tension Adjustment:

To adjust the brake tension, turn adjusting nut (A) counter-clockwise, then turn locknut (B) clockwise to secure nut (A) in position. **Fig. 70 & 71**

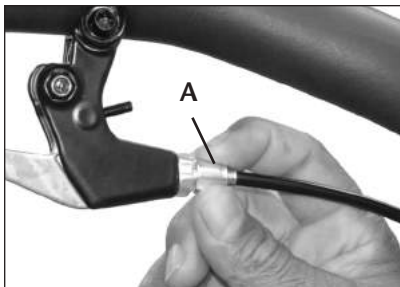


Fig. 70

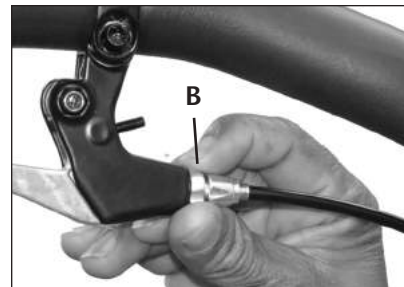


Fig. 71

Anti-Tip Tubes

1. To install the anti-tip tube, align the tube with the end of the round frame tubing located next to the rear wheel. **Fig. 72A**
2. Push the detent pin while positioning the anti-tip tube onto the round frame tubing, and then push until the “release button” pops through the hole located on the anti-tip tube. **Fig. 72B**
3. Repeat steps 1 & 2 for opposite side. **Fig. 73**
4. To remove the anti-tip tubes, perform 1-3 steps in reverse order.



Fig. 72A



Fig. 72B



Fig. 73

Utility Bag

The Utility Bag is for storing essential items. It attaches to the back of the chair, and can be removed and converted to a tote bag. To attach bag to chair, hook clasps into rings located on the backside of chair. **Fig. 74**



Fig. 74

Oxygen Tank Bag

The oxygen tank holder holds a size D (4”) diameter tank. To attach, wrap top straps around the support bar and buckle. Wrap lower strap around frame at the base to keep bag taut when chair is tilted. **Fig. 75**



Fig. 75

Transit Models

All bus transport models have been crash-tested and performed satisfactorily at 30 mph / 20 g deceleration. Dummy weights as tested:

Rodeo

Model RD10T	66 lbs / 30 kg
Model RD12T	66 lbs / 30 kg
Model RD14T	100 lbs / 45.5 kg
Model RD16T	140 lbs / 63.5 kg



Caution:
Convaid belts and shoulder straps are for positioning only and are not to be used as a vehicle restraint.

To reduce possibility of injury, the headrest extension must always be used with the chair. The following instructions should be followed to duplicate test results:

1. Chair must be forward facing with tray and storage basket removed.
2. Use only a tested, proven and compatible 4-point wheelchair tie-down system, and a 3-point occupant restraint system in accordance with SAE J2249.
3. The wheelchair tie-downs must be securely attached to the four red anchor points on the chair. See arrows in above photo for anchor points.
4. The occupant restraints must include a lap and shoulder belt, secured directly to the Rodeo frame and side or roof of the vehicle.

Note: Do not over tighten this may cause damage to the frame.

5. All floor tie-down straps must be drawn tight in the front and the back to eliminate any forward/aft movement of the chair.
6. Wheelchair restraint manufacturers' instructions must be followed precisely to ensure intended performance.

Note: Tray, storage basket, canopy and oxygen tank bag must be removed during transport in bus or van, except when medically necessary.

Note: Convaid recommends the use of all Transit Required Accessories during transportation in a motor vehicle; which include the H-harness with 3-point pelvic belt (used for positioning), Headrest Extension, and Foot Positioners.

Miscellaneous

Fabric Removal

Chair upholstery may be removed to facilitate cleaning.

Removing seat upholstery and under seat mesh support: Fig. 76-79

1. Remove screws at the front of seat tube.
2. Unfasten the Velcro on the seat upholstery and the under seat mesh support located at the back of the seat.
3. Pull seat upholstery towards legrest extensions.
4. Release Velcro from calf support to remove seat upholstery from the chair.



Fig.76

Removing back upholstery: Fig. 80-82

1. Unscrew top straps located below the push handle.
2. Release the Velcro Straps on the back side of the chair.
3. Release Velcro pelvic stabilizer straps and pull upholstery away.



Fig. 77

Note: Do not replace upholstery until it is completely dry.



Fig. 78



Fig. 79



Fig. 80



Fig. 81



Fig. 82

Wheels

Specifications

The Rodeo comes standard with 7.5" x 2" front and 12.5" x 2.5" rear solid tires. When ordering replacements or pneumatic wheels, please have the following information available:

- Chair model and size
- Wheel size

Pneumatic Tire Sizes



Dimensions:
7.5" x 2"
(front)



Dimensions:
12.5" x 2.5"
(rear)

Foot Operated Wheel Lock



Caution:

Improper use may cause premature brake failure, which could damage wheel lock.

Never use excessive force. This could damage the quick release plunger pins and the wheels could fall off and cause injury.

1. Lock the wheels by pushing the wheel lock bar downward. **Fig. 83**
2. Disengage the wheel lock by pulling the wheel lock bar upwards with the top of your foot. **Fig. 84**



Fig. 83 Locking



Fig. 84 Unlocking

Rear Tire Removal

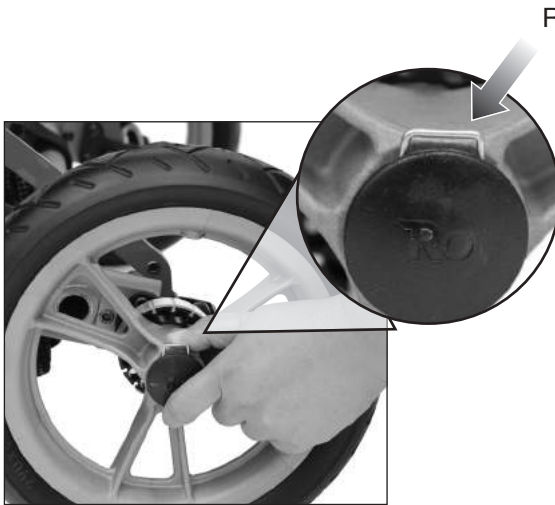


Fig. 85

Grasp wheel, press down and hold the rear wheel locking pin and pull wheel out of rear axle.

Rear Wheel Locking Pin



Fig. 86

Note: No tools are required to remove tire.

Rear Tire Installation



Fig. 87

To install, slide wheel onto rear axle and push with ball of hand until it clicks into place.



Fig. 88



Caution: Always make sure the wheels are installed properly. You will hear a “click” when the wheel locks into place. Pull on wheel to confirm installation.

Anti-Shimmy

In event that the front wheels develop a shimmy, use a wrench ($3/4$ "") to tighten the stem nut. Adjust the stem nut clockwise until the shimmy disappears. **Fig. 89 & 90**



Fig. 89



Fig. 90

Caster Locks

1. Engage caster lock by pushing the caster lock down.

Fig. 91

2. To disengage the caster lock, push the bottom portion of caster lock.

Fig. 91

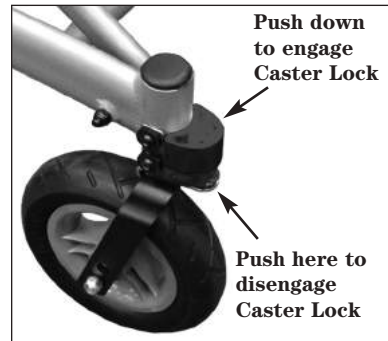


Fig. 91

Tilt & Recline

Tilt Adjustment

The tilt feature allows for added comfort and/or convenience during feeding. To tilt, squeeze the tilt lever on the chair's handle and push down. Release the lever when desired angle of tilt has been achieved.

Fig. 92 & 93



Fig. 92



Fig. 93
5° - 45° of adjustable tilt

Recline Function

HELPFUL HINT:

For ease of use, lift the push handle upwards during the entire recline process

Upright Position

Step: 1

Rotate Push Handle downward:

Push-in the **Grey Push Buttons** located on the side of the **Push Handle**, at the same time, rotate the **Push Handle** downward. **Fig. 94a & 94b**



Fig. 94a Grey Push Button

Step: 2

Recline the seat back:

Lift **Push Handle** upward (**Fig. 95a**) to relieve the occupant's weight. At the same time, pull upwards on the **Recline Pull Ring** (**Fig. 95b**), and recline the seat back to desired position (**Fig. 95c**).



Fig. 94b Rotate Push Button downward

Upright Position

To return seat back to upright position repeat steps 1 & 2. Hold top of seatback and push back up to bring upright, instead of reclining.



Fig. 95a Lift Push Handle Upwards



Fig. 95b Pull forward on Recline Pull Ring

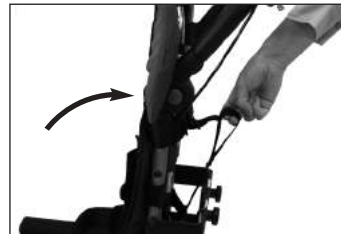


Fig. 95c Recline the seat back

Important Information

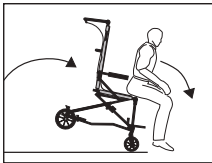
Maintenance, Operating & Safety Instructions

- READ ALL INSTRUCTIONS BEFORE USING THE PRODUCT
- ALWAYS FOLLOW THESE SAFETY INSTRUCTIONS
- SAVE SAFETY INSTRUCTIONS FOR FUTURE REFERENCE

CAUTION: • For increased safety, the seat belt should be used at all times.



- Do not leave user unattended.
- Do not strap user too tight.
- Straps should not interfere with breathing or circulation
- Always apply wheel locks before letting go of the chair.
- Remove tray, storage basket, canopy and oxygen tank bag during transport, except when medically necessary.
- If front edge of seat is at or forward of the point where tires touch the floor, avoid using front of seat tubes for support during entry or exit from chair to prevent tipping.
- Avoid using footplates for weight support during exit or entry of the chair.



1. Waste Disposal

The shipping carton should be kept for possible return to the manufacturer/service facility for repair or maintenance. Other paper packaging waste should be set aside for recycling. For disposition of replaced parts or the complete chair, the materials should be separated into: plastic, rubber, steel, aluminum, etc., and set aside for recycling.

2. Intended Use

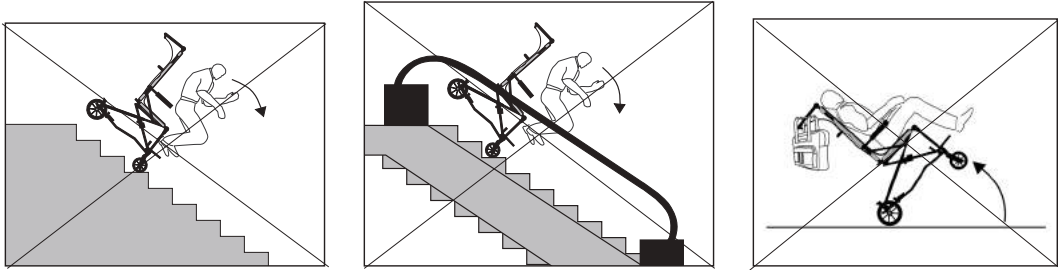
This product is intended for use by a person with physical disabilities who is frequently or permanently non-ambulatory. The chair is always under the control and supervision of an attendant, and the occupant should never be left unattended.

3. Suitable Environment

The chair is intended for both indoor and outdoor use. If the chair is used in the rain, the excess water should be wiped off with a soft cloth. If the chair is splashed with mud or corrosive substances like salt water or road salt, the chair should be washed clean with water, wiped dry and a hypoallergenic and biodegradable lubricant reapplied to the moving parts. The chair should never go into seawater, as it will corrode areas that cannot be washed clean. When going from outside to inside, clean any excess dirt or mud from the wheels to prevent soiling of inside environment.

4. Safety Instructions

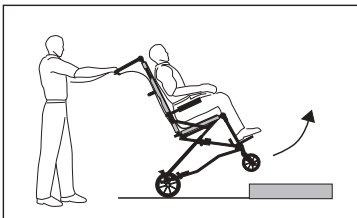
- Follow folding/unfolding instructions.
- Never leave occupied chair unattended.
- Do not attempt to take occupied chair up or down stairs, escalators, steep inclines, or icy or slippery surfaces.



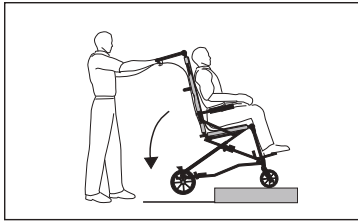
- To avoid tipping, do not overload the chair, or hang heavy items on the handles.
- Be aware of newly created sharp edges.
- Frequently inspect the adjustments on the frame and the positioning accessories.
- Do not use chair after occupant has outgrown it.
- Do not ignore minor malfunctions and maintain the chair in good operating condition. Monitor the wheel locks (brakes) regularly and adjust as needed.
- When going up a curb or step, face the chair forward and tilt back to lift the front wheels over the curb. Move forward and lift the rear wheels over the curb.

- **If and whenever possible and feasible, the rider should transfer out of the chair and into an approved vehicle seat and passenger restraint system.**

However, if a transfer is not possible, use only designated chairs in a moving vehicle which apply to the Wheelchair Tiedown and Occupant Restrain System (WTORS) following the requirements of SAE J2249. Follow tie-down harness manufacturer's instructions carefully and refer to Convaid's 'Transit Guide' for specifics.

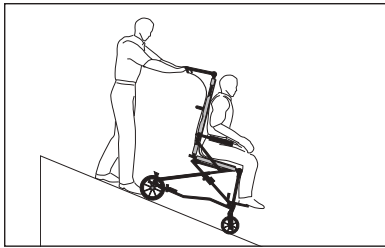


- When going up a curb or step, face forward and tilt the chair back to lift the front wheels over the curb. Move forward and lift the rear wheels over the curb.



- When going down a curb, approach the curb backwards. Lower the rear wheels down the curb and continue backwards, taking the weight off the front wheels so they can be gently lowered.

- When transferring user to or from chair, apply wheel locks.



- Maintain control of chair at all times while going up/down ramp. Avoid steep slopes, particularly with a heavy occupant. If in doubt, do not attempt a descent unless a third party is present to help maintain control of chair.

5. User Maintenance

The following maintenance procedures should be conducted on a regular basis: Examine your Convaid product visually from time to time for possible wear and tear. Teflon spray* should be applied to frame and moving parts to maintain easy folding and adjustment.

- a) Tire Air Pressure:** The air pressure in your tires should be checked WEEKLY, since low air pressure may affect brake ability.
- b) Axles and Moving Parts:** Axles and moving parts should be wiped off WEEKLY with a slightly moist cloth, to remove dust, dirt and mud. Sparingly apply a high quality Teflon spray* after each cleaning. Do Not use WD-40, Silicone sprays or other lubricant sprays as they will attract dust and dirt.
- c) Repair or replace loose, worn, bent, missing or damaged parts before using the chair!**

MAINTENANCE CHART	Weekly	Every 3 months	Every 6 months	As necessary
Rims, tires and tire pressure	●			
Wheel locks and hand brakes	●			
Accessories	●			
Front and rear wheel axles		●		
Cleaning & lubricating all moving parts		●		
Belts, zippers and Velcro closures		●		
Seat/back upholstery**/tautness		●		
Armrests & foam			●	
Frame			●	
Contacting a Convoid representative for service or repair***				●

* Use a non-toxic, hypoallergenic lubricant for all moving parts of the frame

** Follow cleaning instructions for appropriate user hygiene

*** **NOTE:** Repair or replacement of non-removable, worn or broken parts must be performed by a qualified service facility.

6. Cleaning and disinfection

Clean all areas that come in contact with user or caregiver with a disinfectant solution.

To prevent the spread of germs, disinfectant wipes should be used on a regular basis. Keep frame dry and apply a non-toxic, hypoallergenic and biodegradable lubricant to all moving parts. After longer storage periods, and before further use, the entire chair needs to be serviced, cleaned and disinfected. Follow the guidelines of each country and region.

Cleaning of frame:

Frame is to be kept dry and free of dirt and should be wiped off with a non-toxic, hypoallergenic and biodegradable lubricant. Lubricant should be applied to moving parts as needed to maintain easy folding and adjustment.

All contact with salt water should be avoided. If the chair is used in salt-water environments, corrosion may occur. In the event of salt-water exposure, the frame should be wiped off with a moist towel as soon as possible. Water and a soft cloth are sufficient; lubricant should be reapplied to all moving parts.

Cleaning of wheels and brakes:

Wheels should be kept free of dirt or mud so as to not interfere with pushing the chair. The brakes are to be kept free of dirt or mud, so as not to interfere with locking. Wipe wheels and brakes with a moist cloth as needed and readjust brakes if indicated.

Cleaning of fabric cover:

Seat and back upholstery can be easily removed, washed, air dried (a Phillips head screwdriver is required) and reattached to the chair. Use standard detergent to wash fabric.

Cushioned parts can also be removed from chair, washed or wiped off with a moist cloth. Before reattaching them to the chair, make sure they are completely dry. Use standard detergent to wash fabric.

Parts that are permanently attached may be wiped vigorously with a moist cloth. Allow sufficient time to dry before placing user in chair.

7. Storage

Before extended storage periods, and before reuse, the entire chair needs to be serviced, cleaned and disinfected.

8. Reuse

Your Convaid chair should undergo a wipe-down disinfection before reuse. Please use a non-toxic, biodegradable disinfectant solution suitable for surface disinfection.

Please check the following components (see MAINTENANCE CHART) for operation, intactness, etc. and replace if necessary:

- Wheels (tread pattern), air pressure if applicable
- Frame
- Seat and back upholstery
- Wheel lock operation
- Bearings and axles: check wear and tear/ lubrication
- Straight-running stability of wheels
- Attachments

9. Repairs

User: The user can replace easily removable parts or accessories, e.g. footplates and footrest assemblies, heel loops, all fabric items, hand grips, etc.

Manufacturer/Service Facility: Repair or replacement of permanently attached, worn or broken parts must be performed by a qualified service facility. Any individual part of the chair can be replaced. If the service facility is close, contact the manufacturer/service facility and the chair can be delivered in person. Alternatively, after receiving a return authorization, the chair should be packaged in the original or suitable shipping carton for return to the manufacturer/service facility. Ship via parcel post or by private package delivery services.

10. Tools Required

User:

- 3/8", 7/16", 3/4" or 2 adjustable wrenches with 3/4" capacity Phillips head screwdriver
- Hex key 5/32" (included)

Service Facility / Authorized Service Dealer

- A selection of imperial size wrenches, or two adjustable wrenches with 3/4" capacity.
- A Phillips head and a flat head screwdriver
- A rivet setting machine with a selection of tool sizes, or a set of hand tools
- Power drill with selection of imperial size drill bits
- Hex key 5/32" wrench (included)

11. Spare Parts

If the user is unable to visit a Service Facility to describe the problem, they can request a diagram of the product be sent to them, so they can draw an arrow to the part needing replacement. If not under warranty, they will receive an estimate of the cost and, if necessary, shipping instructions for return of the chair.

12. Functional Tests

All four wheels should make contact with the floor. With the chair empty, push it forward on a smooth level surface with enough momentum to travel six feet (2 m). The chair should not veer to the left or right more than six inches (15 cm). Wheels should be free running and the wheel locks (brakes) adjusted to adequately secure the chair. Following the fold/unfold instructions, the chair should fold/unfold smoothly without undue effort. All fasteners should be secure. Fasteners on moving joints should not be over tight. Seat fabric should not be wide-stretched or sagging. Positioning accessories should be correctly adjusted and secure.

13. Authorized Service Dealer