

# Fitform User Instructions

## Fitform User Information March 2009

#### Contents

- 1 Introduction to the Fitform chair
- 2 Why is there a need for this type of chair?
- 2 Who should consider using the Fitform?
- 3 Fitform Product Information
- 2 Guidelines for Best Practice
- 3 The User Instructions
- 3 Questions and Concerns

#### General Operation of the Fitform chair

- 3 Safety Device
- 4 Adjusting the Chair
- 5 Lowering the Legrest
- 5 Legrest Angle Adjustment
- 6 Standing-Up
- 6 Stand-Up Powerlift
- 6 Sitting Down and Tilt-in-Space
- 6 Tilt-in-Space
- 6 Raising the Backrest
- 6 Reclining the Backrest
- 7 Adjustable Headrest
- 7 Adjustable Inflatable Lumbar Support
- 7 Swivel Armrest (Optional)
- 8 Care and Maintenance
- 10 Potential Risks, Cautions and Warnings
- 10 Helpline

#### Introduction to the Fitform chair

#### What is the Fitform Chair?

The Fitform chair design is based on biomechanical scientific research. The made-to-measure Fitform armchair provides the correct sitting height, sitting depth and armrest height combined with a correct seat width and lumbar support. All these features ensure that the body assumes the most naturally healthy and comfortable sitting position possible.

The Fitform offers "stand-up" powerlift, tilt-in-space movement, back recline and elevating legrest whilst providing superior lumbar support and exceptional comfort. All the electrically powered adjustments operate independently with a smooth, flexible and versatile operation.



## Why is there a need for this type of chair?

The Fitform is ideal for people who - either for medical or other reasons - want the most comfortable and supportive chair around. All dimensions are tailored to each user, so every individual is ensured of a healthy and comfortable posture when seated.

The ability of a seated person to function efficiently and perform activities is dependent on their ability to adopt the appropriate posture. All activity is posture dependent. If a person cannot move or has problems adjusting their posture, it may be necessary to use seating to try to provide externally what is limited internally.

Achieving a good sitting posture is the result of a number of inter-related factors including:

- Appropriate seat height
- Appropriate armrest height
- Appropriate seat depth
- Appropriate seat angle
- Appropriate seat width
- Appropriate lumbar support

The Fitform enables an optimum seated position to be effortlessly achieved. The Fitform has been fitted with three powerful motors that utilise 24 volts DC. These motors effect the movements of the chair from the elevation and lowering of the legrest, facilitating the stand up and sitting mechanism as well as the tilt-in-space and back recline adjustments.

## Who should consider using the Fitform?

Designed for those seated for long periods, for both semi-ambulant and ambulant users and those who want the most comfortable and supportive chair around.

The Fitform can be used in a variety of domestic, residential and care environments.

#### Fitform Product Information

#### Range

- Fitform chair with a 45cm/18" seat width
- Fitform chair with a 51cm/20" seat width
- Fitform chair with a 57cm/221/2" seat width

#### Accessories

- Transflo Pressure Relief Seat Cushion (built in)
- Stamskin or Leatherette material
- Leather
- Wheels for a seat height less than 47cm or 181/2"
- Wheels for a seat height greater than 47cm or 181/2"
- Swivel armrest for side transfer
- Head Cushion

#### Guidelines for Best Practice

To ensure good practice when considering purchasing a Fitform chair and effective use post purchase we advise that the following guidelines are considered:

- Seek advice and input from a qualified therapist/professional and/or Kirton representative/distributor at the initial prescription of the chair.
- If unsure when ordering the chair and any accessories contact either the therapist involved, your Kirton representative, distributor or our Customer Services Team on Freephone 0800 212709 or +44 (0) 1440 705352 to discuss further.
- It is recommended that following receipt of the chair all staff members that will be supervising the user(s) as well as the user where appropriate should be trained in adjusting the chair to ensure it is adjusted safely and correct positioning is maintained for the benefit of the user.
- 4. Users of the Fitform should be supervised and checked regularly to ensure their most appropriate position is maintained in the chair.

#### The User Instructions

The purpose of the following user instructions is to provide a guide on how to utilise, adjust and maintain the Fitform chair.

These instructions should be read by all those involved with the supervision of the user and/or the care of the chair before use.

The Fitform **must** be adjusted in terms of positioning for each individual user to ensure safe and comfortable use.

Please retain these instructions with the Care and Maintenance card enclosed for future reference.

#### Questions and Concerns

Should you experience any difficulties or have any concerns regarding the initial purchase or subsequently adjusting the Fitform chair or have any concerns regarding its use or operation then immediately contact either your Kirton representative, distributor or our Customer Services Team on Freephone 0800 212709 or +44 (0) 1440 705352, they will be delighted to help you.

#### General Operation of the Fitform

The Fitform chair should have been purchased with the correct seat width for the user and set with the correct seat height and armrest height before delivery.

However, the chair has the facility to be adjusted to accommodate each user's specific requirements in terms of tilt-inspace and back recline positioning, legrest elevation and headrest adjustment.

Adjusting the positioning of the chair is easily made with the user in the chair.

The Fitform has been fitted with three powerful motors to effect the range of movements effortlessly. Before using the adjustments of the chair, ensure that it has been connected to the mains socket and all packaging and covering materials have been removed. Prior to using the adjustment options it is essential to ensure that nothing will impede movement or interfere with the mechanism. In particular, please ensure that children and pets are clear of the movement range to avoid accidental injury.

Ensure that the wheel brakes, if applicable, are fully engaged before activating the chair.

#### Safety Device

The Fitform has been fitted with three powerful motors that utilise 24 volts DC. For the safety and peace of mind of our customers there are two fail safe devices: a power cut off limit and a thermostat control.

In the event that the ampage of the chair increases to more than 5 amps or the motor temperature becomes excessive, the transformer will cut out and disable the chair's activities. If the chair does not restart after approximately 20 minutes, please contact our Customer Helpline for further assistance on Freephone 0800 212709 or +44 (0) 1440 705352.

Neither the thermostat control or the transformer mechanisms are cause for any concern; they are fail-safe devices for safety and peace of mind.

In the unlikely event of the Fitform malfunctioning, first check whether the mains plug has been connected to the electrical socket and switched on. Kirton cannot be held liable for any damages caused by careless, inappropriate or improper use.

If you experience any problems when operating this chair or for any further information on our product range, please call our Customer Helpline on Freephone 0800 212709 or +44 (0) 1440 705352.



#### Adjusting the Chair

The Fitform has a range of independent electrically operated adjustments that enable the following functions to be effected by using the manual hand control.

Elevating legrest



• Tilt-in-space to obtain a resting position



• Power-lift to standing



Back recline

k





#### A Elevating the Legrest

By pushing button A, the legrest will elevate.

At any point during this movement the elevation can be stopped at the desired height.

To elevate further than the end position, push button D, to recline both the backrest and the seat simultaneously to ensure no extra strain is placed upon your back.

When the chair is being used to aid standing, the legrest is automatically folded away as the chair rises.

Whilst in the stand-up position the legrest is disabled, once the chair is returned fully to the ground, the legrest will resume action.

If the legrest fails to elevate, check that the chair has completely returned to the ground by depressing button D.

#### Lowering the Legrest

By pushing button B, the legrest will be lowered. At any point during this movement the legrest can be stopped at the desired height.

#### Legrest Angle Adjustment

The height and angle of the legrest is adjusted by pushing buttons A and B on the handset. However, should a higher angle be required then a further adjustment can be effected. We do advise to contact your Kirton representative, distributor or our Customer Services Team on Freephone 0800 212709 or +44 (0) 1440 705352, they will be delighted to help you.

#### WARNING

The legrest **MUST** be completely lowered before attempting to either lean forward or stand.

Failure to follow this procedure may result in the chair tipping forward.

#### C Standing-Up

From the sitting position, by pushing button C, the chair will slowly raise to enable standing with the legrest automatically retracting, in the event that it had been raised.

Should the chair be in the resting or relaxed positions, by pushing button C, the chair will slowly return to the sitting position and then onto aid standing, if desired.

It is advisable to raise the back angle slightly by pushing button E when moving from a resting position to full standing to ensure good support and control.

#### Stand-Up Powerlift

This feature will support your standing motion provided your body weight does not exceed 95kg (unless the chair has been adjusted to accomodate 135kg).

#### Sitting Down & Tilt-in-Space

By pushing button D the chair will return from the standing to the sitting position.

If the button is kept depressed the chair will automatically tilt and move on to the relaxed position.

By pushing button A the legrest will elevate.

By pressing button F the backrest will recline further to achieve the complete resting position.

#### Tilt in Space

Tilt-in-space enables the occupant to be tilted forwards or backwards in the chair whilst maintaining a healthy and comfortable position at the pelvis and knees.

To benefit from the tilt-in-space, push button D.

Ensure button D remains depressed for the chair to automatically move to effect the relaxed position.

By pushing button A the legrest will elevate and then by pressing button F the backrest will recline further to achieve the complete resting position.

#### Raising the Backrest

By pushing button E, the backrest will raise gently to a more upright position.

It is advisable to raise the back angle slightly by pushing button E when moving from a resting position to fully standing to ensure good support and control.

#### F Reclining the Backrest

By pushing button F, the backrest will recline gradually. At any point during this motion the backrest can be stopped at the desired position.

It is important not to recline the back angle too far without tilting the chair angle (button D) or raising the legrest (button A) as it can result in slumping and sliding and thus an uncomfortable and poor posture.

In the relaxed position with the legrest raised (refer to A above and seat angle tilted (refer to D), the back angle can be reclined further to enable an ideal resting and sleeping position.

#### Adjustable Headrest

The headrest is an integral part of the back of the Fitform.

By bending the backrest at approximately 30cm (12 inches) from the top of the chair, the headrest can be set in its desired position. It may require some effort to manoeuvre the headrest. The headrest movement is made tight to ensure that it will not move when you are sitting in the chair in a relaxed position.



#### Lumbar Support

To ensure maximum support in your lower back (the lumbar area) the lumbar support can be adjusted to suit.

Located at the rear of the chair, the lumbar support is enclosed within the zip compartment where there is a white knob and a small bellows.

By loosening the white knob the lumbar support can be moved up or down.

When the small bellows is squeezed, air is pumped into the support cushion for enhanced lumbar support.

To facilitate simple height adjustment ensure that the lumbar support is completely empty of air.

Press the button next to the bellows to relieve the air from the lumbar support.

#### Swivel Armrest (Optional)

If your Fitform has been fitted with the swivel armrest option, the side panel can be tilted directly backwards freeing the side completely from obstruction that is ideal for wheelchair side transference.



#### Care and Maintenance

For recommended care, cleaning and maintenance, please refer also to the care and maintenance guidelines enclosed with your chair and the care label fixed to your chair.

It is recommended that the chair is serviced every 5 years.

Take care to avoid fluids being spilt onto your chair or the handset. This could damage the upholstery or electronics and motors in the chair.

If applicable, wheels should be checked and cleaned regularly to prevent the buildup of fluff and dirt particles.

#### LEATHER

Leather is a natural product with some specific characteristics such as grain pattern, creases and colour shades which gives leather its individual quality. It is important to avoid excessive sunlight on your leather Fitform and a 65% level of humidity is recommended. Creaking leather can be avoided by rubbing talcum powder on the touching surfaces. Care should be taken with sharp objects, playing children (buckles and zips), pets, sunlight and course jeans to maintain the life span of your Fitform.

**Regular Maintenance:** Dust off with a soft clean cloth.

**Once a year:** Clean it with a sponge and chamois (do not use these for any other purpose). Moisten the chamois with softened warm water (tap water will cause lime deposits to form), feed the leather by rubbing in circular motions with the damp cloth on which you have applied a few drops of castor oil – 5 drops of castor oil are sufficient for the seat and the backrest of one chair.

#### **Table of Furniture Leather Stains**

| Stains From                | Fresh<br>Stain | Old<br>Stain |
|----------------------------|----------------|--------------|
| Ice-cream                  | А              | А            |
| Liquorice,Sweets,Chocolate | B**            | B**          |
| Alcoholic drinks           | -              | А            |
| Soft drinks                | -              | А            |
| Warm Beverages             | -              | А            |
| Sweat, Blood               | -              | А            |
| Vomit                      | А              | А            |
| Urine                      | А              | F            |
| Sauce                      | А              | А            |
| Soup, Ketchup              | A              | А            |
| Meat, Gravy, Butter        | C***           | D*           |
| Oil, Cheese                | C***           | D*           |
| Salad Cream, Mayonnaise    | E              | E            |
| Mustard                    | E              | E            |
| Nail Polish                | B**            | B**          |
| Lipstick, Perfume          | B**            | B**          |
| Make-up                    | А              | А            |
| Mascara                    | D*             | D*           |
| Ink-Fountain Pen           | А              | А            |
| Ink-Ball Point, Felt Pen   | B**            | B**          |
| Paint – oil-based          | D*             | D*           |
| Paint - latex (wall) paint | A              | B**          |

- \* do not use on foam rubber (latex)
- \*\* intoxicating open a window
- \*\*\* inflammable intoxicating open a window

#### Source of Table Stains, C.B.M

- Suds of lukewarm water with washingup liquid (1 tablespoon of liquid to 1 litre of water)
- B. Alcohol (70%)
- C. Benzine (inflammable)
- White Spirit (not turpentine) do not use on foam rubber (latex)
- E. Lukewarm White Cooking Vinegar (apply with a clean white cloth)
- F. Lukewarm water with salt (5gms to litre of water)

#### UPHOLSTERY

In order to preserve the life and good looks for the Fitform, care and attention should be paid to the maintenance of its coverings.

**Regular Maintenance:** It is recommended that the chair is vacuum-cleaned once a week whilst the armrests and upper part of the backrest is cleaned with a damp chamois. Dip the chamois in clean water and wring it out carefully before use.

**Treating Stains:** Stains must be treated in accordance with recommendations in the Table of Stains.

Always remove the bulk of the substance first and then try the agent on an inconspicuous part of the chair.

Remove spilled substances as quickly as possible using a spoon, clean cloth or tissue, work inwards from the outside edge of the stain.

Moisten the stain with one of the cleaning agents specified in the Table of Stains (apply B, C and D with a cotton stick).

Clean the stained area with a sponge or chamois.

#### **Table of Furniture Fabric Stains**

| Stains From                | Fresh<br>Stain | Old<br>Stain |
|----------------------------|----------------|--------------|
| Ice-cream                  | Α              | А            |
| Liquorice,Sweets,Chocolate | Α              | А            |
| Alcoholic Drinks           | A              | C**          |
| Soft Drinks                | Α              | А            |
| Warm Beverages             | A              | А            |
| Sweat, Blood               | Α              | А            |
| Vomit                      | A              | А            |
| Urine                      | В              | В            |
| Sauce                      | D*             | А            |
| Soup, Ketchup              | Α              | А            |
| Meat, Gravy, Butter        | D*             | D*           |
| Oil, Cheese                | D*             | D*           |
| Salad Cream, Mayonnaise    | E              | Е            |
| Mustard                    | E              | E            |
| Nail Polish                | C***           | F**          |
| Lipstick, Perfume          | C**            | F**          |
| Make-up                    | Α              | А            |
| Mascara                    | D*             | D*           |
| Ink – Fountain Pen         | A              | А            |
| Ink – Ball Point, Felt Pen | C**            | C**          |
| Paint – oil based          | D*             | D*           |
| Paint – latex (wall) paint | Α              | D*           |

- \* do not use on foam rubber (latex)
- \*\* intoxicating open a window

#### Source of Table Stains, C.B.M

- Suds of lukewarm water with washingup liquid (1 tablespoon of liquid to 1 litre of water)
- B. Lukewarm water with salt (50gms to litre)
- C. Alcohol (70%)
- White Spirit (not turpentine) do not use on foam rubber (latex)
- E. White Cooking Vinegar
- F. Acetone (or remover) always test on an inconspicuous part of the chair first.

#### Potential Risks, Cautions & Warnings

- The user is at risk if the Fitform is not specified and adjusted to their particular requirements.
- Prior to using the Fitform's adjustment options it is essential to ensure that nothing will impede movement or interfere with the mechanism. In particular, please ensure that children and pets are clear of the movement range to avoid accidental injury.
- Ensure wheel brakes are on, where applicable, before using the Fitform.
- Take care not to over stretch the hand control cable or allow it to drag on the floor that could result in the wheels, where applicable, running over it causing the cable to be cut.
- Take care to avoid fluids being spilt onto your chair or the handset. This could damage the upholstery or electronics and motors in the chair.
- Position the Fitform so there is no danger of tripping over the power cable.
  - Always move the chair unoccupied and unplugged from the mains socket.
  - Excessive drop loading onto the seat could cause undue stress on the joints and potentially split the seams of the upholstery.
  - Do not try moving the chair without first ensuring that all wheels are unlocked.
  - **Do not** sit on the arms as this can cause damage to the swivel properties, where applicable and could damage the armrests.
  - Keep all cleaning agents out of reach of children.
  - Occasionally electrical products are subject to electrical power surges therefore we recommend purchasing a power surge protector. These can be purchased from most major hardware or electrical suppliers.

### Helpline

Should you have any concerns either pre or post purchase of the chair contact our Customer Services Team on **Freephone 0800 212709** or from outside the UK **+44 (0) 1440 705352** to discuss further. Alternatively, if you purchased your chair from a Kirton distributor in the first instance please contact your point of reference there.

If your call concerns a specific seating product or item of furniture please have ready your sales order number before you telephone. This can be located on the base of each chair and helps us identify your details and deal with your enquiry efficiently.





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