

ROMA

MEDICAL



Manual Wheelchair

USER MANUAL

Please ensure this manual is read and understood before using the wheelchair.

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Introduction

Congratulations on the purchase of your new ROMA MEDICAL wheelchair. Extensive research and development combined with high quality components and stringent testing ensure that ROMA MEDICAL wheelchairs are of the highest standards.

Our aim at ROMA MEDICAL is to provide maximum mobility and independence to wheelchair users. We believe that our wheelchairs offer both comfort and safety to the user.

This user guide will help you to operate your wheelchair with confidence. It is important to follow the safety information in this guide, taking note of the various warnings and recommendations. Ensure that you understand these user instructions and follow the maintenance advice given.

Intended Use

The ROMA MEDICAL manual wheelchair was designed to provide a lightweight means of self propelled or assisted mobility for users up to 114kgs (18st). (Models 1472 & 1485 140kgs – 22st, 1473 is 226kgs – 35st, 1473X is 317kgs – 50st).

The folding backrest and removable footrests (where fitted) make it easily transportable when not in use.

Technical Specification

Self Propel

Length	107cm	42"
Width	64cm	25"
Height	92cm	36"
Seat Height	50cm	19.75"
Seat Depth	40cm	16"
Seat Width	45cm	18"
Seat to Footrest	40 – 53cm	16 – 21"
Overall Weight	20kgs	46lbs
Maximum User Weight	See above	

Attendant Propel

Length	89cm	35"
Width	64cm	25"
Height	92cm	36"
Seat Height	50cm	19.75"
Seat Depth	40cm	16"
Seat Width	45cm	18"
Seat to Footrest	40 – 53cm	16 – 21"
Overall Weight	18kgs	40lbs
Maximum User Weight	See above	

These dimensions are an average for the two types of wheelchair. Your actual dimensions may vary slightly.

Feature Guide

'1415 Self Propel Wheelchair'



1. Folding backrest for easy transport
2. Locking brakes
3. 60cm Pneumatic rear wheels
4. 20cm solid front castors
5. Swing away detachable leg rests

Safety Advice

This user manual gives guide points to the most common procedures and techniques involved in the safe operation and maintenance of your wheelchair.

Please practice these techniques until you are competent in manoeuvring around obstacles and feel at ease in controlling your wheelchair. The techniques described in this booklet are a starting point for a new wheelchair user, with safety being the prime consideration.

Use this booklet as a basic guide. Many wheelchair users successfully use the techniques suggested on the following pages. It is also advisable that a health care professional be involved prior to your wheelchair being operated.

ALWAYS ENSURE that the brakes are applied when entering or leaving the wheelchair and that when travelling in a motor vehicle the wheelchair user transfers to the motor vehicles seat and uses the safety restraints provided in the motor vehicle.

SAFETY PRECAUTIONS

- Do not exceed the weight capacity
- Do not attempt steep inclines (greater than 10 degrees) unless your wheelchair is fitted with anti tipping wheels and you have assistance.
- Do not adjust the footrests lower than 6.5cms (2½ins) from the ground.
- Do not stand on the footplates when transferring to or from the wheelchair. This could cause the chair to tip.
- Never allow a user to 'fall' backwards into the seat unaided when transferring into the wheelchair. This could cause the wheelchair to tip.
- Do not lean on the wheelchair or use it as a walking aid, this could result in a loss of balance.
- Do not lean / reach forward unless you have ensured the castors are in a forward position.
- Do not attempt to lift the wheelchair by the armrests or leg rests if they are of the removable type.
- Do not replace or fit any other parts other than ROMA MEDICAL parts to your wheelchair.
- Do not fix any restraints to the wheels of the wheelchair.
- Ensure that the brakes are clean and adjusted correctly. Brakes can fail if the tyres are not inflated correctly.

Removing the wheelchair from its carton

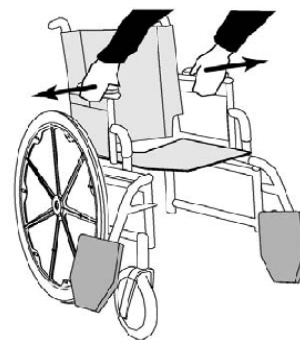
Tip the carton on to its side with the wheelchair's pushing handles pointing to the floor. Slightly raise the pushing handles and wheel the chair from its carton. This procedure alleviates the need to lift the wheelchair above waist height.

OPENING AND FOLDING THE WHEELCHAIR

Opening the wheelchair

Remove all outer packaging from the wheelchair.

Gently pull the arms apart and the wheelchair should open. Push down on the sides of the seat to ensure that the chair is fully opened.

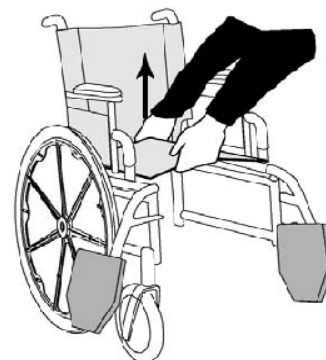


Folding the wheelchair

The wheelchair footplates should be lifted to the vertical position and the detachable footrests removed prior to folding. Also fold down the backrest.

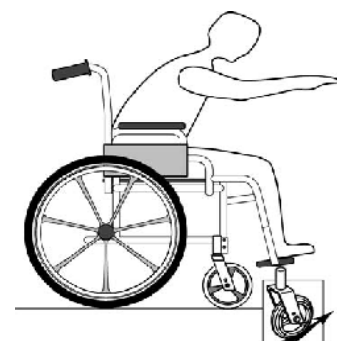
Grip the front edge of the seat upholstery and pull upwards. The crossbars of the wheelchair will come together closing the wheelchair.

On fold down back models, fold the backrest prior to folding the chair.



Reaching, leaning and bending

If you find yourself having to reach lean or bend, it is important to ensure that the front castors are used to give extra stability. Position the front castors in a forward position and apply the brakes.

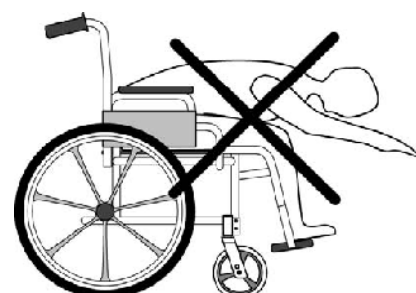


DO NOT sit on the front of the seat and attempt to reach for high objects. This could potentially lead to a forward tip and injury to the user.



DO NOT attempt to pick up objects that are situated on the floor between your legs.

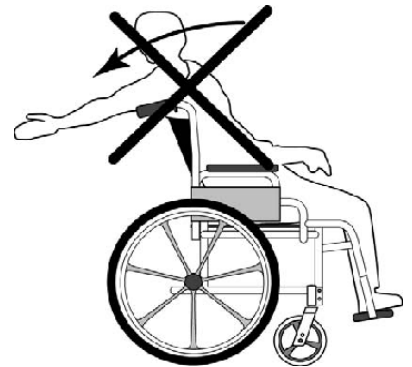
ALWAYS seek assistance if there is an object outside your reach.



Leaning backwards Position the wheelchair as close as possible to the item you are trying to reach.
Do not over reach.
Do not lean over the backrest as this may cause the chair to tip or become unstable.



DO NOT over reach backwards or sharply adjust your body position as this may cause instability. Never allow the user to 'fall' backwards unattended into the seat as this could cause the wheelchair to tip.



DO NOT stand on the footplates, this will cause the wheelchair to tip forward. Always flip the footrests up and use the floor.

ALWAYS seek assistance whenever you are experiencing difficulty.

Caution

On assessment of the wheelchair user the healthcare advisor should be able to determine the persons stability when using a wheelchair and if necessary recommend a wheelchair fitted with anti-tipping levers.



Reclining / Tilting (For Attendant Purposes Only)

Grip the pushing handles firmly and place a foot on the tipping lever.

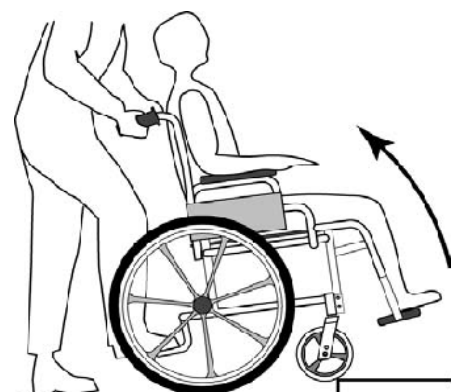
Push down on the tipping lever until the balance point is achieved. The attendant will feel the difference in weight ratio and can control the tilt from the push handles and tipping levers.

Turn the wheelchair in the direction required.

Returning from the tilted position, keep one foot on the tipping lever and a firm grip on the pushing handle and lower slowly to the ground.

The same procedure can be adopted to lower and raise persons up and down Kerbs.

An attendant should be available for kerb climbing.



The wheelchair should be tilted back in the manner described above.

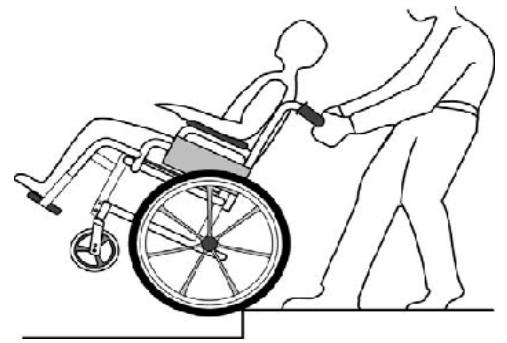
Going up a kerb the wheelchair is pulled up and over backwards.

Going down the kerb the same operation is applied as going up, lower the wheelchair slowly down the kerb with the chair tilted back.

Ensure that when these actions are undertaken the attendant has sufficient bodyweight to hold the wheelchair and the user. If not please ensure that two attendants assist.

Do not use the wheelchair on an escalator.

Do not use the wheelchair for ascending or descending stairs.



Wheels

The large wheels should be checked at least monthly for correct axle tightness. If the wheel is loose or wobbles tighten the axle bolt slightly. To test for correct tightness, lean the chair to one side and spin the wheel. The wheel should stop spinning by running down slowly. If it stops abruptly, it is too tight and the axle should be loosened.

Castors

The castors are secured to the fork by an axle nut and bolt. This nut and bolt should be periodically checked to allow a secure but free spinning wheel.

The castor fork swivel allows the wheelchair to turn properly. An adjustment locknut is located under the castor cap. Pry this cap off to expose the adjustment locknut. If the locknut is too tight the wheelchair will be difficult to steer. If the locknut is too loose the castor will flutter and may cause the chair to become unstable.

To check for correct tightness

Tip the chair backwards, resting the push handles on the floor.

Raise the castor wheel towards the ceiling then gently push downwards to either side. The wheel and fork should freely swivel to the bottom of its arc and hang straight down towards to the floor after a pendulum type swing.

If the wheel stops angled to one side, loosen the locknut on the fork stem.

Cross braces

Note! Periodically lubricate the centre bolt. This will help the chair to flex when crossing uneven surfaces.

Brake Adjustments

On cable operated brakes there are two adjustment points release the locking nut and screw out the cable adjuster until the brake arm clears the wheel by approx. 3mm. Retighten the locking nut and repeat the process on the other brake mechanism. With the wheels off the ground, check that they spin freely and do not rub the brake arm when the brakes are not applied.

Safety Checks

Periodically undertake the following inspections. The frequency of these inspections will be determined by the amount of use the wheelchair is subjected to.

It is suggested that your wheelchair has an annual inspection and service by your dealer.

General

Wheelchair opens and closes smoothly

Wheelchair runs straight (no excessive drag or pull to one side)

Brakes

Brakes do not rub on the wheels when moving.

Brakes are easy to apply.

No loose linkages on the brake

Brake cables are not damaged

Cross braces

Inspect for wear or bends.

Pivot bolt is secure, but slides freely.

Skirt guards

Inspect for damage, broken panels or sharp edges.

Self-taping screws or rivets are secure.

Armrests

Check for damage

Ensure armpads are screwed firmly in place.

Should you have a model with fully detachable armrests, when re-fitting the label on the skirtguard should be on the outside of the wheelchair.

Seat and back

Check edges for tears

Check for excessive stretch.

24" & 12" wheels

No excessive side movement when wheels are spun.

Axle lock nuts are secure.

8" castor wheel bushes

Inspect stem for correct tension by spinning the castor. Castor should come to a gradual stop. Adjust tension on lock nut if wobble persists replace bearings.

Tyres

Inspect for wear.

Ensure tyres are inflated to the correct pressure.

Maintenance

Whenever any part of your wheelchair is not functioning properly, a hazardous situation could result. Periodic inspection, adjustment and replacement of worn parts will provide many years of trouble free performance.

Upholstery cleaning

Use hand warm soapy water.

Caution! Do not use paint remover, or solvents on the upholstery.

Metal Parts

Clean all metal parts with auto wax or a similar compound.

Caution! Do not use strong detergents, abrasive cleaner or any other material that will scratch the finish

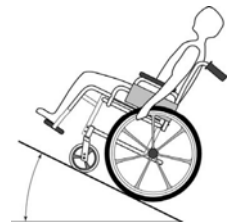
Tyres

Periodically examine tyres for wear and replace as needed. Pneumatic tyres should be checked weekly and kept properly inflated (see tyre side wall for recommended inflation level). Solid tyres should be replaced when they become loose on the rim or when they are cracked or worn.

Stability

You should always be aware of your surroundings and take care not to enter a situation where your wheelchair may become unstable. This would generally be due to adverse inclines or uneven ground.

Always avoid steep inclines as this can cause the wheelchair to tip backwards. Always fit the anti-tipping castors where provided.



Try to avoid travelling across steep inclines as this may cause the wheelchair to become unstable.



When travelling up or down an incline (self propel chairs only) try and position your body as shown in the diagrams opposite to improve the stability of the wheelchair.



Lap Belt Adjustment (where fitted)

Your lap belt (models 1500 & 1530) has been factory fitted. Your dealer should demonstrate how the lap belt should be adjusted. The purpose of the

lap belt is to ensure that the user is seated in their most comfortable, safe position.

Adjustment of your lap belt

Ensure that you are sitting back fully into the seat with the pelvis as upright as possible and not leaning to one side.

Close the buckle and position the belt so that the hip bones can be felt above the lap belt.

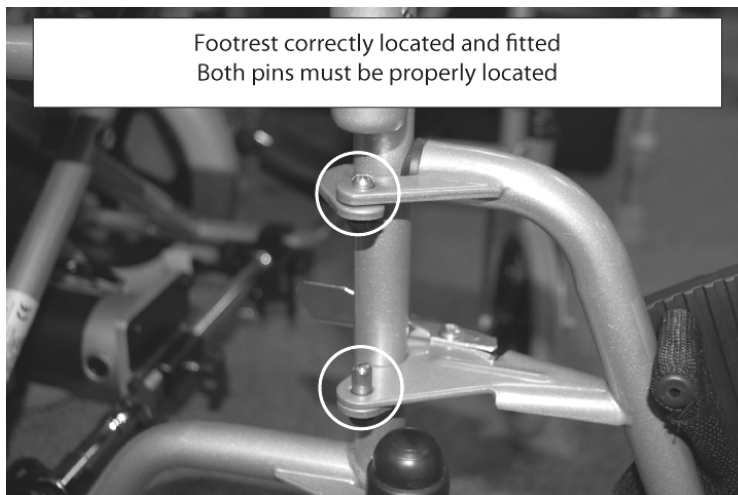
Adjust the strap length by pulling on the open end of the belt. As a guide, the belt should be adjusted so that there is sufficient room for two fingers to slide between your body and the belt.



Warning: Should any damage occur to the lapbelt, please replace immediately.

Fitting Footrests

Ensure the footrests are correctly located on the pins as shown in the images below. Failure to locate the upper and lower pins correctly can cause the footrest to become loose or possibly damage the footrest.



Model 1710 Reclining Wheelchair

The 1710 model features a reclining backrest and will need the stay bar fitting before use (see images below). Fully open the wheelchair in the normal manner as outlined earlier. Lift up the stay bar to the left side handle and locate pin into the cut out of the stay bar and fully tighten the handknob.



The backrest angle can be adjusted by simultaneously operating the levers on the handgrips. The user must be supported whilst the correct angle is achieved to prevent possible injury.

Always take care when reclining the backrest as the user's centre of gravity will change and could make the chair unstable on inclines. Never leave a user unattended in a steeply reclined wheelchair.



WARRANTY TERMS AND CONDITIONS

Standard Terms

This is to certify that your ROMA MEDICAL wheelchair is guaranteed for a period of one year from the date of purchase. The warranty is not transferable.

Should a defect or operating fault arise within this period the Dealer from where the product was originally purchased should be notified immediately. Failure to register the fault may invalidate the warranty. The Dealer from where the product was purchased is responsible for any warranty repairs.

Roma Medical warrants that if a fault occurs within this period due to faulty workmanship or materials that the product will be repaired (or replaced at the Companys discretion) free of charge.

The manufacturer will not accept liability for damage caused by any misuse, unauthorised alterations or non-observance of the instructions set out in this user manual.

The guarantee excludes parts, which have been subjected to natural wear and tear during this period (Tyres, upholstery and plastic parts)

Model No:.....

Serial No:.....

Purchase Date:.....

Dealer's Stamp

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KB&S XXXXX

Roma Medical reserve the right to change specifications without prior notice