

Mini & Midi Ultima

User Instructions

Mini & Midi Ultima User Information
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Introduction to the Ultima range of chairs

What are the Mini & Midi Ultima chairs?

The Mini & Midi Ultima range of chairs are specialist tilt-in-space seating systems that provide comfort with significant postural support and pressure management.

At the heart of the Mini & Midi Ultima range is the ability to adjust the tilt-in-space positioning without over exertion by the carer or indeed the user.

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Why is there a need for this type of chair?

The ability of a seated person to function efficiently and perform activities depends 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.

Both the Mini and Midi Ultima chairs help to fulfil the need to maintain an individual's seated posture yet re-orientate and redistribute pressure. This is achieved by using the tilt-in-space and legrest elevation properties that are key to the functionality of the Mini and Midi Ultima chairs.

Who should consider using the Mini & Midi Ultima chairs?

Designed for those children or small adults seated for long periods, semi and non-ambulant users or for those with moderate to severe seating problems, the Mini and Midi Ultima can be used within a variety of different environments including domestic homes, hospitals and hospices.

Mini & Midi Ultima Product Information

Range

The Mini and Midi Ultima chairs with manual tilt-in-space adjustment are available with two different seat widths and two different back style options.

Options

- Mini Ultima 250 - has 250mm seat width
- Mini Ultima 300 - has 300mm seat width
- Midi Ultima 300 - has 300mm seat width
- Midi Ultima 350 – has 350mm seat width

Pressure Relieving Seat Options

- Intelli-Gel Seat Module
- Transflo Gel Seat Module (Midi Ultima only)
- Reflexion™ Foam Seat Module

Back Style Options

- Advanced Comfort Backrest
- Reflexion™ Foam Backrest

Accessories

- Laminated tray
- Foot sandals
- Lap-Belt and D-rings
- Midline Vest
- Pelvic Positioner
- Push handle (Midi only)
- Adjustable Headrest

Questions or Concerns

Should you experience any difficulties or have any concerns regarding the initial purchase or subsequently adjusting the Mini or Midi Ultima chairs 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.



Guidelines for Best Practice

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

1. Seek advice and input from a qualified therapist/professional and/or Kirton representative/distributor at the initial prescription of the chair.
2. If unsure when ordering the chair and any accessories contact either the therapist involved or your Kirton representative or distributor or our Customer Services Team on **Freephone 0800 212709** or **+44 (0) 1440 705352** to discuss further.
3. It is recommended that following receipt of the chair all staff members that will be supervising the user(s) should be trained in adjusting the chair to ensure it is adjusted safely and correct positioning is maintained for the benefit of the user. This is of particular importance where the chair is to be used by several different users.
4. Users of the Mini and Midi Ultima 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 Mini and Midi Ultima chairs.

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 Mini or Midi Ultima chairs **must** be adjusted in terms of seat length, tilt-in-space and legrest positioning for each individual using the chair to ensure safe and comfortable use.

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

Adjusting the Mini & Midi Ultima chairs for the User

It is recommended that the Mini & Midi Ultima chairs are adjusted to accommodate each user's specific requirements in terms of tilt-in-space, legrest and footboard height requirements.

Begin by sitting the user in the chair and check the leg dimensions of the user against the position of the footboard (correct positioning of the footboard is outlined below).

The adjustments can be made with the user in the chair with the exception of the seat length adjustment which is easier to facilitate when the chair is unoccupied.

Seat Length Adjustment

If the legrest is regularly used at 90° to the seat then a clearance of 25mm or one inch between the front of the seat cushion and the calf is desirable when the user is firmly against the back of the seat. If the legrest is generally used elevated, then the optimum seat length is when the calf touches the legrest cushion.

- Ensure both brakes have been applied at the rear of the chair.
- Locate under the rear of the chair, the black wing knob, turn clockwise to loosen to enable movement of the seat module.
- Facing the chair, fold back the legrest cushion and grip the seat board firmly and slide forward or back to the desired length.
- Retighten the black wing knob and return the legrest cushion.



What is Tilt-in-Space?

Tilt-in-Space is a unique pivoting system that provides a reclined, resting position whilst maintaining posture and pelvic stability.

Keeping the angle between the chair seat and back at 110° eliminates the potential to slide forward into an uncomfortable position. Weight is distributed over a larger contact surface area, reducing the sheering forces on the skin, making it a simple yet effective way to combat the build up of pressure.

How to operate the Tilt-in-Space mechanism

- Ensure both brakes have been applied at the rear of the chair.
- Locate the adjustment wheel on the side of the chair.
- Hold the back of the chair with one hand whilst turning the adjustment wheel anti-clockwise to release the friction lock.
- Tilt the seating frame to the desired angle, then firmly re-tighten, turning clockwise, the adjustment wheel.

Cushioned Headrest

The headrest can be removed, if required, by loosening the velcro attachment straps at the back of the chair and sliding off.

Reattach by fastening the velcro at the rear of the chair as tightly as possible.

Footboard Cover

Remove the footboard cover when wearing shoes or if in instances of significant foot movement as the fabric cover will become damaged. Covers will also have to be removed if optional Foot Sandles or Ankle Huggers® are required.

The cover is removed by simply unfastening the Velcro on the underside of the footboard and pulling the cover off.

Raising and Lowering the Legrest

The legrest can be adjusted to one of three fixed positions.

Locate the bar underneath the legrest, lift towards the legrest slightly to release and move to desired position. Release the bar once desired position has been located and ensure it is fixed firmly in position.

Footboard Height Adjustment

The footboard can be moved up or down the legrest (or removed completely) to suit the individual's calf length.

It is important to try to support the whole foot from heel to toe with the thighs evenly distributed on the seat cushion to ensure the least possible pressure directly behind the knee.

- The complete footboard assembly slides up and down the front tubes. It is easily adjusted by using the spring pull “snaps”.
- To find the “snaps” on the footrest tilt the footboard upwards and pull out and twist both pins.
- Slide the footboard to the desired height and ensure the pins click back into one of the ten available positions. The pins simply twist and release into the available holes to lock the position.

Lap-Belt and D-Rings (accessory)

The Lap-Belt is used to help position the user with their pelvis in the back of the chair.

- To attach the Lap-Belt, clip the hooks, at the end of each strap onto the D-Rings that are located down both sides of the seat cushion.
- Undo the buckle joining the two halves of the strap and place the straps over the arms or to the side of the seat before transferring the user into the chair.
- When the user is seated, bring the two sides of the buckle together and fasten.
- Adjust the strap to give firm control but take care not to restrict user movement.



Wheels

The Mini and Midi Ultima chairs are fitted with two rear braked 75mm wheels that will not roll or swivel when activated.

- To apply the brakes, press down on the front edge of the ridged pad on each wheel. The brakes should be applied during all transfer operations.
- To unlock the brakes pull down the top edge of the ridged pad until it is level with the rest of the wheel.
- Always check that the wheels are not locked before moving the chair.



Care and Maintenance

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

General Care

- Wash and clean as per instructions supplied.
- Wipe down framework with soapy water and a soft cloth.
- Check castors regularly for build up of fluff and dirt particles.
- Cleaning with scouring pads is not advised.

Chieftain Vinyl – Cleaning Instructions

- Clean with a damp soapy cloth and rinse well with clean water. A soft brush can be used for heavy soiling.

Do not use solvents, bleaches, abrasives, synthetic detergents, wax polishes or aerosol sprays.



Panvelle Stretch – Cleaning Instructions

- Staining should be removed as quickly as possible with a cloth.
- Minor spills can be mopped up with kitchen roll and the area wiped with soap and warm water.
- Water based stains such as food, drink, vegetable oils should be removed with a mild liquid water based detergent in warm water. For body fluids use cold water.
- A clean sponge or cloth should be used using a dabbing action. If a brush is used work with the threads across them.
- Disinfectants that do not contain organic solvents may be used according to the manufacturers directions. Rinse thoroughly with clean water.
- Do not soak the fabric.
- Do not use organic solvents or dry cleaning fluids.
- Small quantities of household bleach diluted with water (no more than 10% bleach) may be used and take care to rinse with clean water.
- **Do not** dry clean.

Dartex - Cleaning Instructions

- The recommended cleaning and disinfection instructions should be followed whenever possible to avoid damage to the PU membrane which could lead to premature failure of the cover.
- For superficial dirt use a disposable wipe and a warm solution of neutral detergent. Do not use abrasive cleaners.
- Disinfect in situ using a 0.1% sodium hypochlorite solution (1000ppm chlorine).
- Thoroughly clean off any cleaning solutions with clean water and dry fabric before re-use or storage.
- Do not iron.
- In certain circumstances, however, it might be appropriate to use an organic solvent to remove stubborn stains or surface contamination. In these instances it is suggested that the following list of commonly available solvents be tried. In some instances there could be swelling of the polyurethane and an increase in surface gloss. It is not recommended that they be used repeatedly as the long-term effects are unknown.

Please thoroughly clean off with water any solvent cleaners used.

Solvents to be used with caution

Hydrocarbon	Petroleum ether White Spirit
Alcohols	Methanol Ethanol
Chlorinated Hydrocarbons	Dry Cleaning Fluids There are numerous types; Test on small area before using.

Solvents to be avoided

Ester	Ethyl acetate (Nail polish removers) Amyl acetate
Ketones	Acetone Methyl ethyl ketone

Potential Risks, Cautions & Warnings

- The user is at risk if the Mini or Midi Ultima is not properly specified and adjusted to their particular requirements.
- **Never** leave anyone with poor postural sitting ability in a fully upright position as they may tip forwards and out of the chair
- It is recommended that the tilt-in-space is changed at regular intervals to reduce the risk of pressure-related problems.
- **Always** check that the friction lock is fully tightened after adjusting the tilt-in-space facility.
- **Never** allow the legrest to be used as a seat, nor allow the chair to be pushed along by it. This will cause damage to the legrest mechanism.
- **Do not** stand on the footboard as this may cause the chair to become unstable and tip forwards.
- **Always** retract the footboard and lower the legrest before returning the chair to its fully upright position, to allow the user to stand up from the chair with ease without damaging the footboard on the floor as the chair moves forward.
- **Remove** the footboard cover when wearing shoes or if the fabric is to endure significant foot movement as the fabric will be damaged.
- **Do not** try to push down the legrest without utilising the appropriate adjustment lever as this may damage the mechanism.
- **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 covering and could make the stability of the chair unsafe.
- Users should be **regularly** checked and supervised when in the chair to mitigate the user moving or sliding into an inappropriate position.
- Care should be taken when adjusting the chair not to trap fingers or clothing in the framework.

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.

Service and Maintenance Indicator

A service and maintenance indicator is located on the push handle of the chair.

This indicator will flash after 11 months of use to advise that the chair should be serviced.

Annual servicing of the chair will extend the warranty of the chair to 5 years if maintained from new and increase the chair's lifespan.

The annual maintenance service is chargeable per chair. Additional components and parts will be quoted and charged separately, if required.

Should you require any further information or costs please do not hesitate to contact our Customer Service Team on **Freephone 0800 212709**





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