

Ultima

User Instructions

Ultima User Information

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Introduction to the Ultima range of chairs

What is the Ultima?

The 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 Ultima range is the ability to adjust the tilt-in-space positioning using a gas action adjustment without over exertion by the carer or indeed the user.

Introduction to the Ultima chair

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.

The Ultima helps 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 Ultima chairs.

Who should consider using the Ultima?

Designed for those seated for long periods, semi and non-ambulant users or for those with neurological and postural related problems, the Ultima can be used within a variety of different environments including domestic homes, hospitals, hospices and nursing homes.



Ultima Product Information

Range

There are two Ultima chair designs:

1. Ultima with Gas Action Tilt-in-Space adjustment
2. Mini and Midi Ultima with manual Tilt-in-Space adjustment (separate operational user instructions available)

Options

- Six different seat widths
- Two different rear wheel sizes

Accessories

- Transflo Pressure Relieving Seat Cushion built into seat module
- 5th Wheel
- Flip-up Footboard
- Laminated Tray with Straps
- Fleecy Liner
- Foot Sandals (Mini and Midi versions only)
- Pelvic Positioner
- Lapstrap and D-Rings

Questions and Concerns

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

Guidelines for Best Practice

To ensure good practice when considering purchasing an 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 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 Ultima 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 Ultima **must** be adjusted in terms of the 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 Ultima chair for the User

It is recommended that the chair is adjusted to accommodate each user's specific requirements in terms of tilt-in-space, legrest and footroll and/or footboard height requirements.

Begin by sitting the user in the chair and check the leg dimensions of the user against the position of the footroll and/or footboard (correct positioning for the footroll and the footboard are outlined on page 4).

Most adjustments can be easily made with the user in the chair.

Legrest

The legrest has been designed to position the legs at an appropriate angle to the seat.

- Place upward pressure on the underside of the legrest to raise. When elevated to the required height the legrest will lock into position.
- To **lower**, reduce the weight on the legrest by lifting the legrest assembly slightly upwards. Turn the release wheels located on both sides of the legrest in the direction of the arrows shown on the wheels and hold whilst the legrest lowers to the desired height or under the seat.
- Always retract the footroll and footboard before lowering the legrest.
- Always lower the legrest fully before exiting the chair.



Footroll and Footboard

The Footroll position must be adjusted to suit the user's leg length.

- To **adjust**, hold the footroll firmly in the middle and push it up or down as required. It will slot into one of eight positions.
- The roll should be positioned against the ankle area (not the heel) to protect against pressure damage.
- **Always** retract the footroll and lower the legrest before returning the chair to the fully upright position to allow the user to stand up without damaging the footroll.

When using the footboard 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.

To position the Footboard and the Footroll simultaneously:

- Slide the footboard assembly up the metal tubing of the footroll.
- The footroll should be fixed in a set position by loosening the locking nut, attaining the correct position, then tightening the grub screw attached to the Footroll with a screwdriver. Retighten locking nut to fix position once the footboard's position has been selected to prevent the footboard being pushed off inadvertently when the footboard and footroll are in use concurrently.

Foot Laterals

The Foot Laterals sit on either side of the Footroll to prevent the user's feet sliding either side of the Footroll into an uncomfortable and inappropriate position. Foot Laterals are an accessory and do not come as standard with an Ultima chair purchase. If the Foot Laterals were purchased at the time of manufacture then no set-up or future actions with the exception of cleaning should be required (see Care and Maintenance) as they will already be in position upon delivery.

To attach the Foot Laterals to the Footroll:

- Remove the small circular plastic bung on either side of the Footroll. It should pull directly out.
- Each Foot Lateral should be pushed into the right and left hand sides of the Footroll according to which way the metal arm on each lateral is pointing. The metal arms should fit snugly into the Footroll and the Foot Lateral pads should butt up to the footroll cushion.

Headrest

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

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

Laminated Tray with Straps

The tray rests across the two armrests of the Ultima chair.

It is fixed in position by taking the two webbing straps down either side of the chair, locating the opposite end of the buckle and fixing the two buckle ends together on either side of the chair.

The tray must be removed before attempting to exit the chair by squeezing the edges of the buckle together and pulling apart.

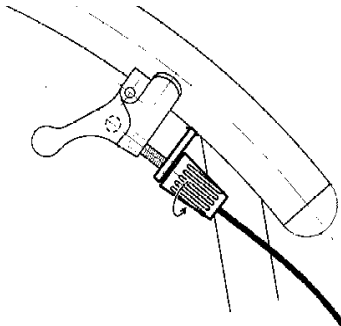
What is Tilt-in-Space?

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 100° 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.

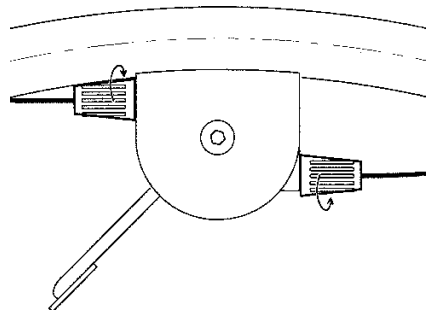
How to operate the Gas Action Tilt-in-Space mechanism

- Locate the lever on the pushhandle on the rear of the chair and squeeze towards the pushhandle.
- Gently apply downward pressure on the pushhandle to tilt the chair backwards or lift the chair upwards whilst squeezing the lever to raise the chair.



Ultima 400/450 Gas Action Lever

- The Ultima 500/550 versions have a slightly different Gas Action Lever that is located in the center of the pushhandle at the rear of the chair. However, it operates in the same way as outlined above by squeezing the lever towards the pushhandle and applying a downward pressure on the pushhandle to tilt the chair backwards or lift the chair upwards whilst squeezing the lever to raise the chair.
- On the Ultima 500/550 versions there are two small black knobs for the adjustment of the tension should the cables become loose. The right hand adjustment knob should be turned downwards and the lever on the left hand side should be turned upwards.



Ultima 500/550 Gas Action Lever



Wheels

100mm Wheel Ultima Chairs

The Ultima chairs are fitted with four 100mm wheels with two fully locking wheels at the rear of the chair 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 and when the chair is stationary.
- To **unlock** the brakes, push 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.

315mm or Large Wheel Ultima Chairs

All Large Wheel Ultima Chairs have been fitted with 315mm diameter rear wheels, a brake bar and with 100mm front wheels.

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- To **apply** the brake, press down on the spring-loaded brake bar.
- To **unlock** the brake, flick the brake bar back up with your foot.
- Always check that the wheels are not locked before moving the chair.

5th Wheel (accessory)

The 5th Wheel is an accessory to the Ultima range (with the exception of the Large Wheel versions) and can be fitted retrospectively.

Fitment of the 5th Wheel is to the centre of the chair's framework beneath the seat. This can either be carried out by a trained individual or the regional Kirton representative or distributor.

If the 5th Wheel was purchased at the time of manufacture then no set-up or future actions with the exception of cleaning should be required (see Care and Maintenance).

Lapstrap and D-Rings (accessory)

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

- To **attach** the lapstrap, clip the fastenings, at the end of each strap onto the D-Rings which 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

Lapbelt (accessory)

The Lapbelt is an alternative to the Lapstrap and D-Rings and helps to position the user in the back of the chair. Ideally the fixings for the Lapbelt and the Lapbelt itself will be fitted at time of manufacture however, can be fitted retrospectively by a trained representative.

- To use the Lapbelt effectively, undo the buckle joining the two halves of the strap by depressing the button on the central console 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 by pulling on the plastic loop to give firm control but take care not to restrict user movement

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 the 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.
- Check castors regularly for build up of fluff and dirt particles.

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.

Echo (Polyurethane Fabric) - 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 insitu using a 0.1% sodium hypochlorite solution (1000ppmm 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 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 sores.
- **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 footroll and footboard (if applicable) 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 footroll and footboard (if applicable) on the floor as the chair moves forward.
- **Do not** try to push down the legrest without utilising the appropriate adjustment wheel 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.



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