



POSITIONING CHAIR
NOOK™



USER MANUAL





Manufacturer takes responsibility for proper usage of the device only when the product was purchased from qualified **Akces-Med Sp. z o.o.** employee or at specialized medical store!

Akces-Med Sp. z o.o. reserve the right to introduce technical and trading changes in the content of the instruction without warning.

**MEDICAL
DEVICE**
CLASS 1

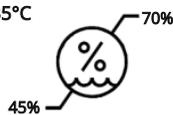
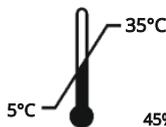


**WYRÓB
MEDYCZNY**
KLASA 1

Medical product first class according to the Regulation 93/42/EEG of European Parliament and Council regarding medical products. For this product the producer issued relevant declaration of conformity.



Akces-Med. Sp. z o.o. Company introduced quality management system ISO 13485 regarding production, sales and service. The system is certified by Det Norske Veritas.





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INTRODUCTION

NOOK™ is a corner rehabilitation chair which helps children and young people to adopt the correct sitting position with upright legs. It is worth saying that this position enforces the correct alignment of hips.

It is recommended as the first therapeutic chair. Ergonomic pelottes and abduction block with pelvic belt not only make the user feel secure but also control the correct posture. Additionally, a vast array of adjustment is beneficial due to the fact that children grow fast.

The **NOOK™** seat is available in a universal size and therefore it is perfect for children as well as young people. This device is both light and small thanks to which you can easily move the chair into different places.

Please read this instruction carefully. You will find information concerning our product and you will find out how to use this device safely as well as effectively.

If you have any questions or remarks, do not hesitate to contact with us:

Medical consultant: mobile +48 508 382 509

Akces-MED Sp. z o.o.: ph. +48 17 864 04 77

e-mail: export@akces-med.com

Thank you for purchasing our product!



Before using the product, user is obliged to familiarize himself/herself with user manual. Remember that complying with guidelines is highly important. It assures safety and extends durability as well as aesthetics of the device.





1. THE PURPOSE OF USER MANUAL



This instruction manual contains basic information necessary to properly:

- prepare the chair before use,
- use the chair,
- maintain and clean the chair.

User manual should be kept in easily accessible place. It is designed for people who look after the disabled, and for both doctors as well as physiotherapists who operate the device. Before using the product, user is obliged to familiarize himself/herself with user manual.

2. INDICATIONS FOR USE

The device is recommended for people in the following cases:

- Cerebral palsy – various types and forms.
- Brain and spinal cord injuries with lower limbs paralysis and weakness, balance and motor coordination disorders with different etiology.
- Demyelinating disease (e.g. multiple sclerosis - SM).
- Meningocele.
- Muscles diseases with weakness and paralysis (dystrophy, myasthenia gravis, myositis).
- Genetic disorders.
- Degeneration and neurological diseases.
- Other condition connected with muscles weakness, paralysis and musculoskeletal disorders.
- After head and spinal cord injuries and spine trauma with paralysis and paresis





3. GENERAL CHARACTERISTICS OF CHAIR

3.1 Standard equipment

- ① Seat
- ② Adjustable pelvic support
- ③ Pelvic belt
- ④ Adjustable chest support
- ⑤ Chest belt
- ⑥ Abduction block
- ⑦ Tray
- ⑧ Breathable upholstery ATMO™





3.2 Accessories



NKK_003



Soft cover for tray



NKK_102



Head supporting belt



NKK_104



HexagonPro Headrest™



NKK_123



Adjustable extended headrest



NKK_340



HexagonPro® Bodymap Headrest™



NKK_423

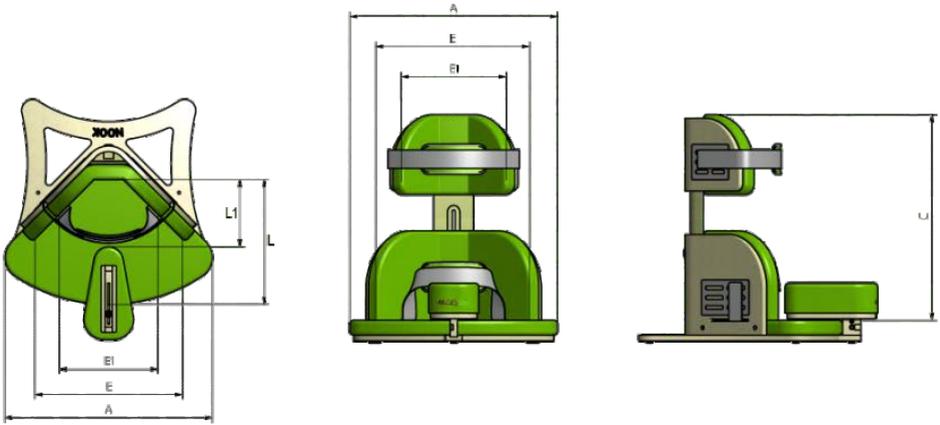


Casters with brakes





4. SIZE TABLE



SIZE TABLE

Symbol	Measurement	Unit	Universal size
W	Indicative user height*	[cm]	<150
A	Seat width	[cm]	54
L	Seat depth	[cm]	27,5/31
C	Backrest height	[cm]	35 - 44
E	Pelvic supports width	[cm]	40
E ₁	Chest supports width	[cm]	28
L ₁	Seat depth to the abduction block	[cm]	11 - 21
	Maximum user weight	[kg]	35

PRODUCT DIMENSIONS AND WEIGHT

		Universal size
Width	[cm]	54
Length	[cm]	60
Height**	[cm]	41
Weight	[kg]	6,5

Note: Measurement tolerance range is +/- 1 cm

Note: Approximate values, depending on the product configuration

* The value cannot be main factor for selection of product size

**In case of mounted wheels dimension increases by 8 cm





5. INSTRUCTIONS FOR USE

KEY



Info icon – appears in the manual when you need to read the additional information.



Info icon – appears in the manual when you need to use the tools indicated in the assembly description.



Warning icon – appears in the manual when you need to take special precautions.



To assemble the positioning chair use the hex key and the Phillips screwdriver, which are located inside the abduction block.





To change the position of the pelvic support, use the Phillips screwdriver to unscrew and remove 4 screws with washers from the bottom of the base.

7 | 8



Insert four barrel nuts into the holes in the pelvic support so that their openings are directed upwards. Next, move the base and attach it again to the pelvic support with the screws.

9 | 10 | 11





5.1. PELVIC SUPPORT ADJUSTMENT



The **NOOK™** positioning chair is available in one universal size. It means that you can change the depth of the seat by moving the pelvic support. You can choose between two pelvic support positions in relation to the base of the chair.



REQUIRED TOOLS

- ① hex key 4
- ② Phillips screwdriver



Before adjusting the positioning chair, remove the abduction block, the pelvic belt, the pelvic support cushion and the seat cushion.

3 **4** **5** **6**





5.2. TRAY



Mount the tray after placing the user in the chair. The tray should be inserted under the abduction block until the locking pin snaps. In order to remove the tray, pull away and hold the locking pin and then take the tray out.

The tray must always be placed on a stable surface. Therefore, do not use the tray when the wheels are mounted to the base of the chair.

5.2.1. TRAY ASSEMBLY



REQUIRED TOOLS

① hex key 4





5.2.2. TRAY DEPTH ADJUSTMENT



5.2.3. TRAY HEIGHT ADJUSTMENT



After adjusting the tray, tighten the screw firmly.

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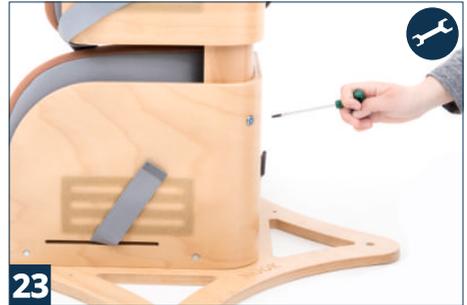


5.3. PELVIC SUPPORT ADJUSTMENT



REQUIRED TOOLS

① hex key 4



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24



After adjusting the pelvic support, tighten the screw firmly.

24

5.4. CHEST BELT ADJUSTMENT



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Before using the chest belt always check if: the belt does not press the user too tightly or if it does not unfasten under pressure or when pulled.

25





5.5. PELVIC BELT ADJUSTMENT



Before using the chest belt always check if: the belt does not press the user too tightly or if it does not unfasten under pressure or when pulled.

26

5.6. ABDUCTION BLOCK ADJUSTMENT

REQUIRED TOOLS

① hex key 4



After adjusting the abduction block, tighten the screw firmly.

28





6. ACCESSORIES

6.1 REF NKK_003 Soft cover for tray



6.2 REF NKK_102 Head supporting belt





6.3 REF NKK_104 HexagonPro™ Headrest

6.3.1. Headrest assembly



REQUIRED TOOLS

① hex key 4



Before mounting the headrest remove the hole plug indicated in the photo and remove the chest support cushion.





6.3.2. Headrest adjustment

i

The headrest is fully adjustable – you can adjust the height, depth and angle of the headrest. Thanks to its modular design, it is also possible to adjust the shape of the headrest to the user's head. It helps to keep the head in the correct position and improves the comfort of use. A properly stabilized and supported head significantly reduces neck muscle tension.





7. THE USE OF CHAIR



NOOK™ chair has to be used with compliance to guidelines included in this user manual. Remember to use the product only with someone who is trained and knowledgeable. Do not forget to prepare both product as well as user before using **NOOK™** chair!

7.1. PREPARATION OF THE USER

Before using the product, it is essential to make sure that:

- user's outfit is light and comfortable sporty clothes are advisable;
- shoes should be comfortable and, moreover, they should stabilize ankle;
- due to hygienic reason and to avoid abrasion it is advisable for the user to always wear clothes when using the device, skin must not be naked especially in places of regular contact with upholstery;
- drains, bags, catheters etc. if applied, have to be secured to function properly and not to disturb during using the product;
- if it is necessary for a user to wear orthopedic supply (collar, corset, orthosis, shoes) if it is recommended by doctor.



Outfit should protect user's skin from direct contact with upholstery as well as other parts of equipment.

Only doctor can make a decision concerning using any kind of orthopedic supply!





7.2. PREPARATION OF THE CHAIR

1. How to prepare the chair for use:

- assemble the chair (if it is disassembled);
 - place the chair on an even surface;
 - make sure that all the elements are undamaged, properly mounted and stable;
 - push the brakes (if the wheels are mounted);
 - adjust the chair to the user's size;
 - unfasten the chest and pelvic belts in order to sit the user down in the chair;
 - put the user in the chair;
 - fasten the elements which stabilize the user – the chest and pelvic belts;
 - adjust the abduction block;
 - mount the tray.
2. In case of users who have problem with bladder, it is necessary to put special cloth on seat. This cloth can be purchased in pharmacy or medical shops.



Before the product is used, it is highly necessary to make sure that all belts as well as safety equipment are correctly fastened as well as adjusted. What is more, check if they do not become undone due to the pressure and, moreover, make sure that clampings from adjustable elements are firmly tightened!

Equipment works correctly only when the device is adjusted according to user's height as well as weight. Remember to take all these measurements into account while purchasing the product. Correct adjustment is the most important due to the fact that only then the product is safe. It is forbidden to force child to keep specific position because he/she will feel uncomfortable and it may lead to wrong posture.





7.3. SITTING POSITION

The first use of the positioning chair **NOOK™** usually takes place at a rehabilitation, neurology, neurosurgery or orthopedics center. It is especially important to correctly adjust each element of the chair to the user regarding their condition and taking into account existing contractures and deformations. The first use of the chair at home should be done with the help of qualified staff (physiotherapist, health nurse, properly prepared family members) after having read the instruction manual.



Incorrect chair adjustment can lead to such side effects as fainting, body deformities, joint overload, etc. If the abovementioned symptoms occur, stop using the chair immediately, take the user out of the chair and lay them down. If the undesirable symptoms persist, contact a physician immediately. If the symptoms have disappeared, inform the attending physician about this fact in order to make a decision about the further rehabilitation process.

The decision to use the positioning chair must always be made by the attending physician.

Adjusting the chair to the user should only be done by people who have been properly trained and have read the instruction manual.





8. SAFETY RULES



NOOK™ chair has to be used in compliance with guidelines in this user manual.

It is highly important to consult either doctor or physiotherapist in order to make right decision concerning the choice of chair and its size. It is also essential to familiarize with the guidelines described in user manual before using the device.

1. Before use it is necessary to:

- make sure that there are no damages or different faults which could endanger user's life; check if all parts are working and are correctly mounted and, moreover, check if they are not broken;
- check if all screws, knobs and all glued, sewed or tapped parts are tightened;
- check if brakes are operating correctly (if the wheels are mounted);
- check if buckles are operating correctly;
- always use safety belts, Velcro tapes should overlap min. 8cm;
- adjust the device according to user's measurements and needs e.g. the adjustment of pelottes, footplate etc.;
- make sure that all movable parts and knobs for adjustments are stable and locked;
- secure user with the aid of elements such as vest, foot stabilizing belts, pelottes, abduction block, headrest. It is highly important to secure user because it safeguards him/her from falling out. If abduction contracture occurs, it is recommended to use abduction block in order to prevent ulcers between knees.

2. It is forbidden to use chair for different purposes that it is intended to.





3. It is forbidden to use chair when it is damaged or any part is missing.
4. It is forbidden to leave the user unattended.
5. Chair should be used only when there is someone who is trained and knowledgeable.
6. It is forbidden to leave chair and the user on unstable ground unattended, even if the brake is engaged.
7. It is forbidden to either go up or down the stairs; it doesn't matter if the user is placed in the device or not.
8. It is important to engage brake during getting into and getting out the chair (in case they are mounted).
9. Make sure that all limbs are not close to spokes or other adjustable elements.
10. Please pay your attention when approaching to sources of fire or sources of high temperature during using the device. Moreover, chair shouldn't be stored in rooms with high humidity.
11. Secure chair during transportation in order to avoid any possible damages. Manufacturer doesn't take responsibility for damages which appeared due to improper preparation of the device during transportation.
13. Before using the chair, remove all paper and plastic packaging. The packaging is not a toy! Keep away from children and animals



The product contains small parts which children may swallow.

Do not use a product that has any signs of damage, tearing or wear. Only an undamaged product and proper use guarantee its right and safe working. If the product is damaged, discontinue use and contact the manufacturer.

Under no circumstances should an unqualified person repair or alter the product and its construction, as the health and safety of the user depend on it as well as it will lead to the loss of warranty.

The weight of user should not be bigger than maximal weight described on page 8 where you will find information regarding this issue.

This device can be only used inside the buildings.

The weight of user should not be bigger than maximal weight described on page 8 where you will find information regarding this issue.





9. TERMS OF WARRANTY

- **Akces-MED Sp. z o. o** sells products free from manufacturing defects or faults.
- Manufacturer gives the purchaser **24-month** guarantee from the date of purchase. All defects revealed during warranty period will be repaired free of charge.
- All defects which appear after warranty period can be repaired only when the user will pay for it. This rule doesn't apply to refunded products - user can ask National Health Refund for refund.
- The chair is covered by a **36-month** warranty on the territory of Canada – the details of the rights resulting from the extended warranty are regulated by the warranty card.
- Manufacturer claims that the product can be used for **36-months**. User can use this product after this period only when he/she will send the device to manufacturer so as to service it. Next, manufacturer determines again how long the product can be used and, moreover, the date of the next service will be determined.
- If product is damaged, please contact our dealer or the **Akces-MED sp. z o. o.** Customer Service Department (ph. 17/864 04 70, e-mail: export@akces-med.com).





10. MAINTENANCE AND CLEANING

The positioning chair **NOOK™**, which is a medical device, should always be kept clean and should be used in accordance with the manufacturer's instructions. The chair should be kept in a clean, dry and ventilated room. Maintenance and cleaning must be done at least once a month. Periodic cleaning and maintenance of the chair is essential to keep its proper functioning and safety.

Recommendations for cleaning the upholstery and other elements of the seat:

1. Wash with warm water using a soft cloth and mild cleaners.
2. Make sure the cloth is not too wet, as this may enlarge the stain and damage the upholstery or foam inside the upholstery.
3. Remember to remove excess moisture from the upholstery before the next cleaning.
4. After cleaning the stains, the upholstery should be rinsed with lukewarm water and dried with a clean cloth.
5. You must not soak the upholstery.
6. The upholstery must not get wet during cleaning.
7. Do not use hard brushes for cleaning the upholstery.
8. Do not clean the upholstery with strong chemicals, e.g. solvents or chlorine-based caustics.
9. Do not clean, replace any elements or maintain the chair during use.
10. Metal and plastic elements should be cleaned by hand with suitable cleaners, after having read the recommendations of the manufacturer of the given cleaner.



Remember that upholstery has to be always dry before using!

The manufacturer of the positioning chair, Akces-MED Sp. z o. o., is not responsible for any damages caused by using unsuitable cleaners.





Before using it is necessary to:

- clean wheels (in case they are mounted);
- check if brake stops turning wheel (in case they are mounted);
- make sure that all wooden parts e.g. tray don't have splinters;
- check if chair construction is free of breaks or any kinds of deformities;
- check if all movable parts are working and all screws, nuts, knobs etc. are correctly tightened;
- check if belts, vests, trunk belts, feet stabilizing belts etc are not frayed;
- check if buckles and clamps work correctly.



The manufacturer is only responsible for hidden defects or technical damage caused during the correct use of the chair. The manufacturer takes full responsibility for the proper functioning of the chair only when the user strictly follows the instruction of use.

In case of any damage, please contact the authorized retailer, where the chair was purchased, or the Akces-MED sp. z o. o. Customer Service Department.





11. LABELLING

11.1 SYMBOLS

	Declaration that the product meets the essential requirements		Protect from sunlight
	Catalog number		Storage temperature limitation
	Serial number		Relative humidity storage
	Please read the manual instructions before use		Dry vertically
	Attention!		Do not chlorinate
	Producer		Do not iron
	Production date		Do not dry in a drum dryer
	The product does not contain		Do not bleach
	Store in a dry place		Careful! delicate content
	Prohibition of use without fastened safety belts		Prohibition to leave the user without care during use of the product
			Product designed for indoor use

11.2. EXAMPLE OF IDENTIFICATION PLATE

QR code - after scan you are directed to the website of the product

MANUFACTURER ADDRESS

MAKSYMALNE DOPUSZCZALNE OBCIĄŻENIE WYROBU

Serial number in the form of a bar code

Name of product in polish

Name of product in English

Date of production

Labeling - look above

Serial number

AKCESMED
www.akces-med.com

NOOK
FOTELIK REHABILITACYJNY

NOOK
POSITIONING CHAIR

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POLAND

05.2014

MAX LOAD: 35 kg

(SN) NKK 001/B/1/AA

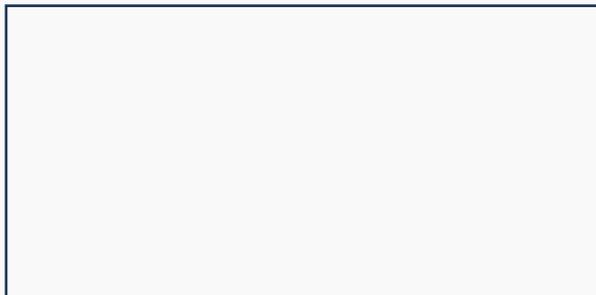


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