



SPECIAL NEEDS STROLLER  
**NOVA**<sup>®</sup>



**USER MANUAL**





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

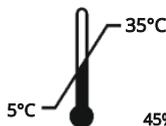
**Akces-MED Ltd.** reserve the right to introduce technical and trading changes in the content of the instruction without warning.



Product marked with the CE sign is Class I medical device, of rule 1, consistent with the requirements of Regulation (EU) 2017/745 of the European Parliament and of the Council of 5 April 2017 on medical devices.



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

**NOVA®** is a cosy special needs stroller for people with locomotor disabilities. It is especially recommended for spastic users as well as those requiring additional stabilization. The deep seat provides a comfortable position in the stroller, which helps to correct posture defects and significantly prevents their deepening.

Numerous adjustments and a wide range of the accessories make it possible to adapt the stroller to the individual needs of the user. An adjustable footrest and the 3-step tilt-in-space function of the seat enable the users to travel in a comfortable position.

The stroller is easy to drive on both flat and uneven terrain. Thanks to its simple and lightweight design, the **NOVA®** stroller can be easily folded for transportation. It takes up little space in the trunk due to its compact dimensions. The construction of the stroller allows you to adjust the distance between the wheel axles. They can be mounted widely to increase the stability of the stroller, or narrowly to increase the maneuverability.

*Remember to read this user manual carefully. You will find not only useful information but also guidelines safe and effective use of the product.*

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

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*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



**The instruction manual contains basic information necessary to properly prepare the stroller before use, use the stroller, maintain and clean the stroller**

**This user manual should be kept in an easily accessible place. The manual is intended for people who look after disabled users, as well as for doctors and physiotherapists handling the stroller. Before using the stroller for the first time, the user (or caregiver) is obliged to familiarize himself/herself with the user manual.**

## 2. INDICATIONS AND CONTRINDICATIONS FOR USE

These medical devices are intended for people with orthopedic, neurological and cardiological diseases and for people after surgery, with musculoskeletal dysfunctions, who have not acquired the ability to sit independently or who have difficulties in adopting and maintaining the sitting position.

Both for flaccid people with reduced muscle tone and for people with spasticity. The device can also be really useful for people who require long-term relief of one or both lower limbs. It is an irreplaceable aid in the rehabilitation process, both in terms of movement and social integration. The device is great help during everyday activities such as rehabilitation but also during playing, studying or having meals. The selection of the appropriate size of the device depends on medical indications and anatomical parameters, regardless of the age of the user.

**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.

**Contraindications for sitting**

- Critical condition of the user;
- Paralysis;
- Deep sedation;
- Unstable fractures with specific orthopedic recommendations, including spine fractures;
- Untreated deep vein thrombosis;
- Hemodynamic instability;
- Identified brain dysfunction when sitting upright;
- Severe arthritis of the cervical spine;
- Pulmonary embolism;
- Recent myocardial infarction in the last 24 hours;
- Fresh postoperative wounds or non-healing wounds in the back area, pelvic girdle area, hip joints and thighs;
- Users with mental disorders should not be left in the device without the supervision of a caregiver.

## 3. GENERAL CHARACTERISTICS OF STROLLER

### 3.1 STANDARD EQUIPMENT

- ① Foldable frame
- ② Removable inflatable wheels
- ③ Adjustable wheelbase **SmarTraction**
- ④ Adjustable footrest with 2-point feet stabilizing belts
- ⑤ Seat cushion
- ⑥ Push handle
- ⑦ 5-point safety belts
- ⑧ Adjustable headrest
- ⑨ Safety rail
- ⑩ Central brake
- ⑪ Tilt-in-space adjustment
- ⑫ Flex upholstery
- ⑬ Waterproof upholstery **HYDRO™**



### 3.2 ACCESSORIES





## 4. SIZE TABLE



### SIZE TABLE

Symbol	Measurement	Unit	Size 1	Size 2	Size 3
W	indicative user height*	[cm]	100 - 130	120 - 160	140 - 180
A	seat width	[cm]	31	36	41
L	seat depth	[cm]	32	38	44
C <sub>1</sub>	backrest height	[cm]	62	70	84
C	headrest height	[cm]	43 - 55	54 - 66	64 - 79
E	backrest width	[cm]	31	36	41
F	footrest length	[cm]	25 - 43	30 - 50	32 - 56
	footer length	[cm]	21	24	27
	push handle height	[cm]	96	96	96
X	backrest tilt angle	[°]	97	97	97
Y	seat tilt angle	[°]	15, 20, 25	15, 20, 25	15, 20, 25
Z	footrest tilt angle	[°]	95 - 150	95 - 150	95 - 135
	maximum user weight	[kg]	40	60	90

### WEIGHT AND DIMENSIONS

Measurement		Size 1	Size 2	Size 3
Width	[cm]	63	68	73
Width after folding	[cm]	53	58	63
Length	[cm]	112	126	152
Length after folding	[cm]	87	91	100
Height	[cm]	97	109	123
Height after folding	[cm]	34	34	40
Weight	[kg]	19,8	22	27,6

**Note:** Measurement tolerance range is +/- 1 cm / 1/2 in.

**Note:** Approximate values, depending on the product configuration.

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

## 5. HOW TO USE THE STROLLER

### 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 press the button shown in the photo.



**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**.

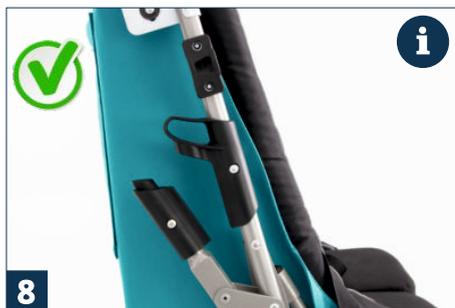


## 5.1 UNFOLDING THE STROLLER



Make sure that the stroller has been correctly unfolded, the elements of the folding mechanism overlap the frame and are blocked.

You should hear the characteristic "click" sound when the elements are overlapping.



When unfolding the stroller, make sure that the upholstery does not get between the elements of the folding mechanism!

## 5.2 FOLDING THE STROLLER



Keep the user away when folding and unfolding the stroller as there is a serious risk of injury.



Before folding the stroller:

1. Remove the safety rail (**chapter 5.11, page 33**).
2. Take off the footrest tilt adjusters from the blocking rods (**fig. 10**).







**i**

Removing the axle from the wheel will save space during transporting the stroller.

## 5.3 FOOTREST

### 5.3.1 FOOTREST TILT ANGLE ADJUSTMENT



### 5.3.2 FOOTPLATE TILT ANGLE ADJUSTMENT



#### REQUIRED TOOLS

- 1 spanner key 13



### 5.3.3 FOOTREST LENGTH ADJUSTMENT



#### REQUIRED TOOLS

- 1 hex key 3



## 5.4 CENTRAL BRAKE



## 5.5 ADJUSTABLE WHEELBASE



**System SmarTraction** – It is a system which makes it possible to change the position of the wheel axles depending on the user's needs. You can move them forward or backward due to special holes in the stroller frame, where you put the bushing, into which the wheel axles are inserted and fastened in the frame with the use of the quick-release system. Thanks to this solution, it is possible to adjust the distance between the front and rear wheel axles in an easy and simple way.

There are two modes to choose from: **CITY MODE** and **CROSS MODE**.

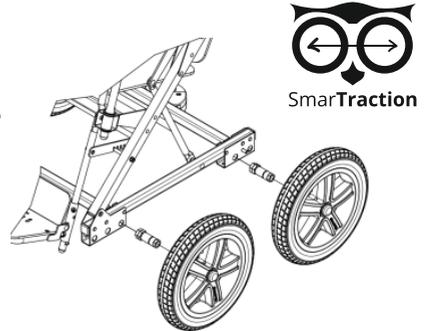
## 5.5 ADJUSTABLE WHEELBASE

**i**



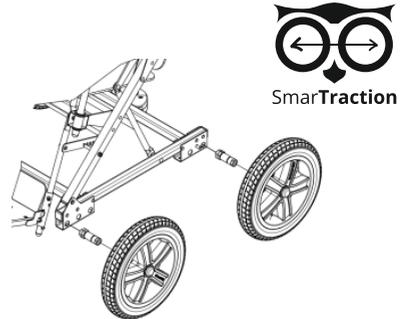
**The stroller is more maneuverable and mobile**

By mounting the front and rear wheel axles as close as possible, you can achieve a greater maneuverability and mobility of the stroller. This configuration of wheel axles is recommended on an even and flat asphalt road.



**The stroller is more stable**

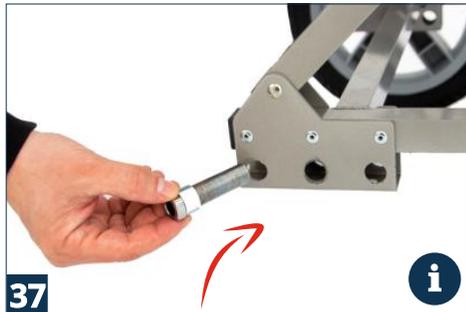
By mounting the front and rear wheel axles as far as possible, you can achieve a greater stability of the stroller and a smaller risk that the stroller will fall over. This configuration of wheel axles is recommended on an uneven and bumpy terrain.

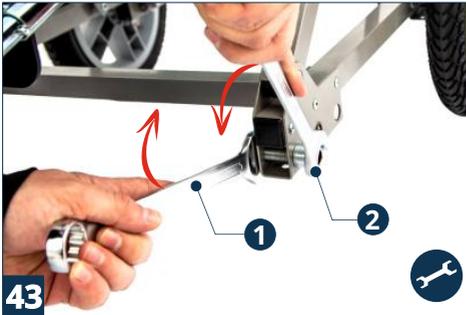
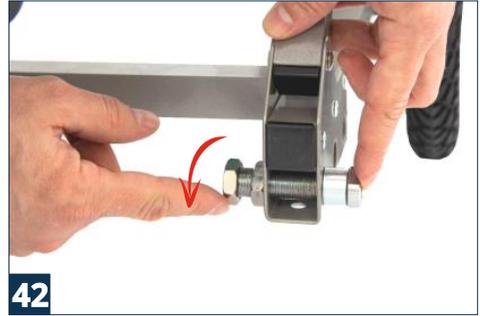


### REQUIRED TOOLS

- 1** spanner key 17 
- 2** spanner key 22 







When changing the mounting place of the wheels in the stroller, the distance between its axles is also changed. The wheelbase change should be done independently for each wheel. Remember that after changing the mounting place of the wheels, they should be arranged symmetrically on the right and left side of the stroller.

## 5.6 ADJUSTABLE BACKREST



**Do not adjust the backrest with the user in the stroller!**



There are **3** backrest positions possible.



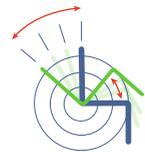
There is a pocket at the rear of the backrest, where you can keep small, necessary accessories. Do not overload the pocket as it may cause the stroller to lose its balance.

The maximum load of the pocket is 1,5 kg.

## 5.7 TILT-IN-SPACE FUNCTION



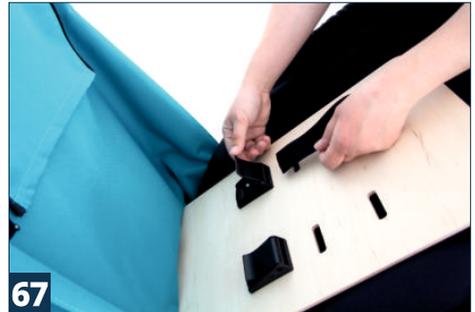
Due to the fact that the seat of the stroller is connected to the backrest, while adjusting the backrest, the tilt angle of the seat is also changed (tilt-in-space function).



## 5.8 HEADREST



## 5.9 5-POINT SAFETY BELTS

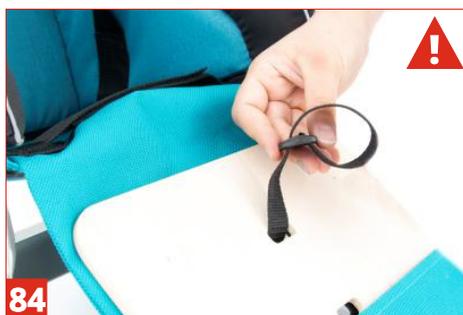
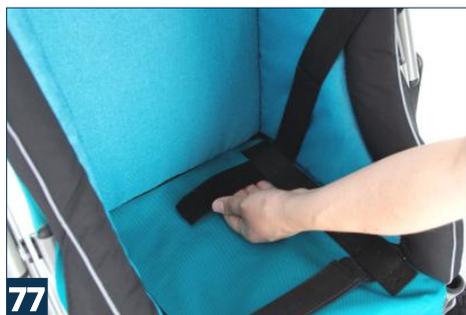


**i**

The 5-point safety belts can be mounted at the desired height, depending on the user's needs.



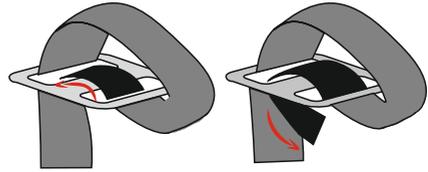
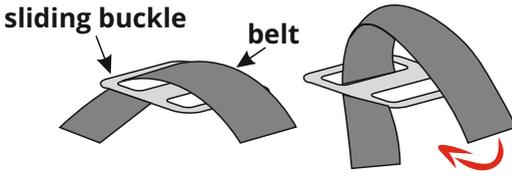


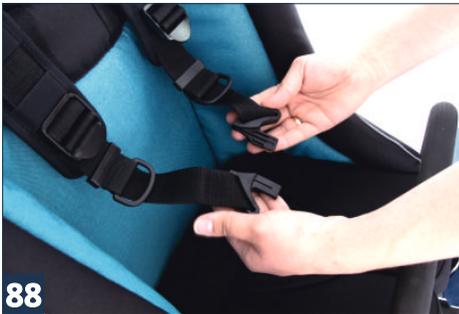



**85**



The strap should be threaded through the sliding buckle as shown in the photo. The length of the strap depends on the position of the sliding buckle.


**86**

**87**

**88**

**89**



Always make sure that the user has belts properly fastened while using the stroller. In order to check that, pull the belts firmly in different directions and see if the belts do not unfasten.

## 5.10 UPHOLSTERY

### 5.10.1 FLEX UPHOLSTERY



The flex upholstery is the supporting element of the stroller. Each time before use, control its condition and check if it is properly fastened and does not unfasten under pressure. If the flex upholstery has any sign of damage or loosening of stitching, contact the manufacturer to have the product repaired.

Only an undamaged and properly fastened upholstery guarantees safety when using the stroller.



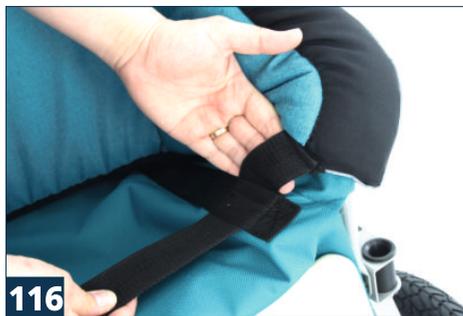
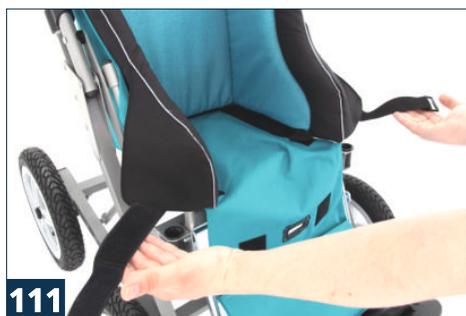


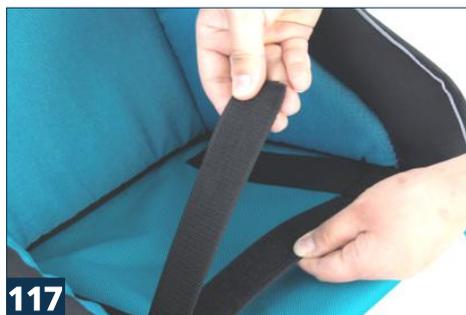



The flex upholstery is the supporting element of the stroller and has **3** points which hold up the structure (**fig. 102**). Each time you mount the flex upholstery on the stroller, check if it is properly fastened.



**5.10.2 WATERPROOF UPHOLSTERY HYDRO™**





Both the flex and waterproof **HYDRO™** upholstery can be cleaned with water and mild cleaning products.  
**Remember to remove the wooden element from the inside of the upholstery before cleaning!**

## 5.11 SAFETY RAIL



The front rail has a safety lock which protects it against an accidental removal.



One end of the safety rail is shorter than the other, which makes it possible to open the rail easily and quickly.



The height of the safety rail is adjustable. To change the height of the safety rail, place the screw in the hole at your choice. There are **3** height levels available.



### REQUIRED TOOLD

- 1 hex key 3



## 6. ASSEMBLY ACCESSORIES

### 6.1 NVA\_626 EVO MODULE



**EVO MODULE**



In order to convert the **NOVA** stroller into the **NOVA EVO** stroller, mount 2 PU swivel wheels at the front (1 x **EVO MODULE**).

Before mounting PU swivel wheels, remove the front inflatable wheels (see chapter 5.5, page 18, fig. 32 - 36).

## MOUNTING PU SWIVEL WHEELS (EVO MODULE)



### REQUIRED TOOLS

**1** hex key 5



At the lowest footrest position, a collision with the front wheels may occur.

## 6.2 NVA\_625 HOME MODULE

### HOME MODULE



In order to convert **NOVA** stroller into the **NOVA HOME** stroller, mount 4 indoor TANGO swivel wheels (1 x **HOME MODULE**).

Before mounting the indoor TANGO swivel wheels remove the inflatable wheels (see chapter 5.5, page 18, fig. 32 - 36).

**MOUNTING INDOOR TANGO SWIVEL WHEELS (HOME MODULE)**

**REQUIRED TOOLS**
**1** hex key 5


Make sure to mount the indoor TANGO swivel wheels with a brake at the front, and indoor TANGO swivel wheels with the fixed direction of movement and a brake at the rear of the stroller.



**Front indoor TANGO swivel wheels with a brake.**



**Rear indoor TANGO swivel wheels with the fixed direction of movement and a brake.**



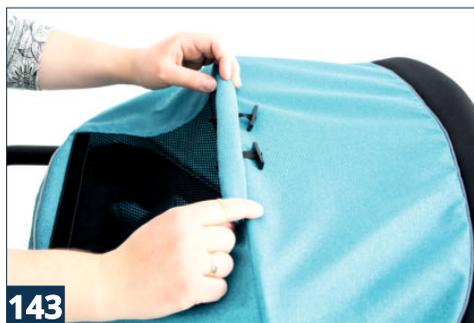
At the lowest footrest position, a collision with the front wheels may occur.

### 6.3 NVA\_128 ABDUCTION BLOCK



### 6.4 NVA\_405 FOLDING CANOPY





## 6.5 NVA\_445 FOOTMUFF / NVA\_417 WINTER FOOTMUFF WITH MUFFS



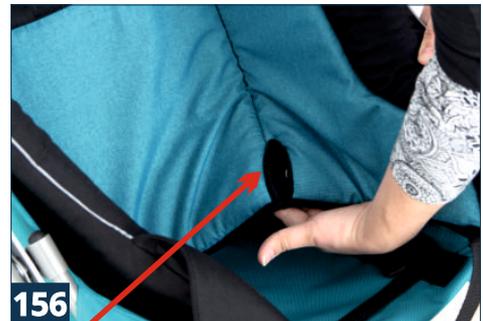
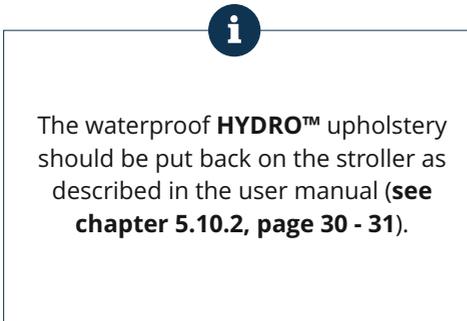
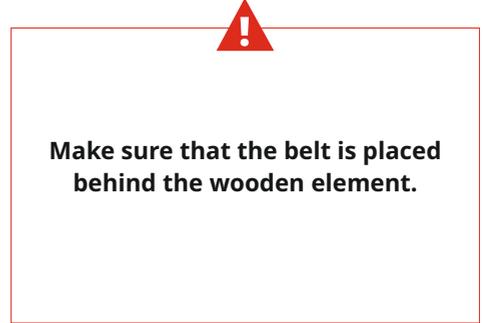


## 6.6 NVA\_114 H HARNESS NVA\_130 4-POINT SAFETY VEST

**i**

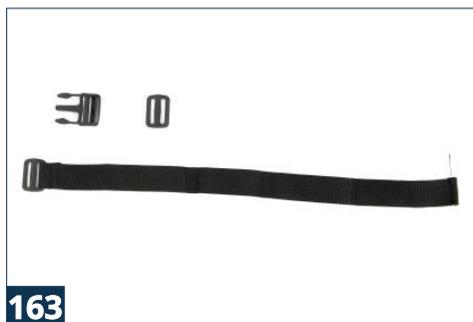
Before mounting the H Harness or the 4-point safety vest remove the standard 5- point safety belts (see chapter 5.9, page 23, in reverse order) as well as the waterproof **HYDRO™** upholstery (see chapter 5.10.2, page 30, in reverse order).







Unbuckle the bottom strap of the vest (**fig. 159 - 160**). Remove both the strap buckle and the sliding buckle (**fig. 161 - 163**). After removing the buckles, mount the strap as shown in the photos below (**fig. 164 - 171**).





Put the sliding buckle (**fig. 167**) and the strap buckle (**fig. 168 - 169**), on the strap again. Insert the end of the strap into the sliding buckle (**fig. 170 - 171**).

Fasten the strap buckle with the bottom part of the vest (**fig. 172 - 173**).




**172**

**173**


Mount the upper straps of the vest on the stroller in the same way as the 5- point safety belts are mounted (see chapter 5.9, page 23 - 24, fig. 62 - 70).


**174**


**Before using the vest, read the safety rules included in the user manual. Information about the safe use of the vest can be found on pages 56 - 58 of the user manual. Improper use of the vest and ignoring the safety rules may endanger the user's health and life.**

## 6.7 NVA\_001 LED LIGHTS


**175**
**i**

Attach the LED lights to the stroller frame in the selected place.

## 6.8 NVA\_002 BELT FOR MOVING THE PATIENTS AM-P


**176**
**i**

Fasten the carrying strap (el. no 1) around the user's belt. Fasten the adjustable thigh straps (el. no 2) above the knees. To move the user, catch the grips which are on the carrying strap.

## 6.9 NVA\_101 THIGH ABDUCTION BELTS


**177**

**178**
**i**

1. Place the thigh abduction belts on the seat and thread the fastening strap through the plastic rectangle ring which is at the seat (**fig. 177**).
2. Thread the strap through the sliding buckle (**fig. 178-179**).

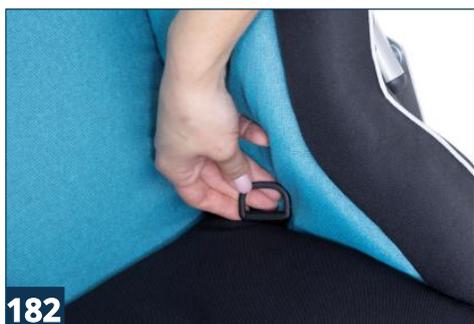
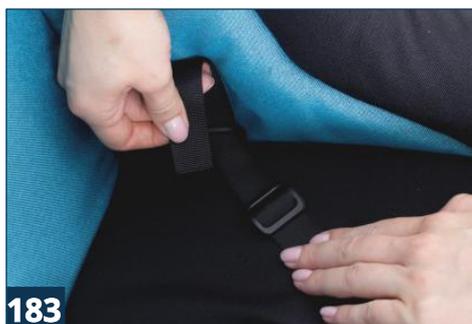

**179**

**180**

**181**


3. Thread the strap through the strap buckle (**fig. 180**) and then through the sliding buckle (**fig. 181**).

## 6.10 NVA\_107 PELVIC BELT


**182**

**183**


Thread the strap through the plastic rectangle ring on the seat of the stroller and then through the sliding buckle (**fig. 183**).

Repeat on the other side of the seat.


**184**

## 6.11 NVA\_126 TRUNK BELT



185



Fasten the chest belt behind the backrest at the desired height.

## 6.12 NVA\_134 NARROWING PADS 6 CM NVA\_137 NARROWING PADS 10 CM



Place the narrowing pads on both sides of the seat.



186



187

## 6.13 NVA\_147 5-POINT FEET STABILIZING BELTS



188



### REQUIRED TOOLS

1 hex key 3



2 spanner key 8




**189**

**190**


1. Thread the straps through the holes in the footrest (**fig. 188**). The front straps should cross.
2. Insert the screws included in the set through the holes in the footrest so that they go through the holes in the straps (**fig. 189**). Place the washer and nut from the bottom.
3. Use the tools to tighten the screw together with the nut (**fig. 190**).

## 6.14 NVA\_161 FOOT AND ANKLE STABILIZING SANDALS



Thread the straps of the sandals through the holes in the footrest and fasten them from the bottom (**fig. 191**).

Fasten the straps around the feet and ankles and adjust them properly.


**191**

**192**

## 6.15 NVA\_162 DYNAMIC ANKLE STABILIZERS (FP-22)



Thread the straps of the foot and ankle stabilizing sandals through the holes in the footrest and the fastening elements (**fig. 193**).  
Fasten the strap around an ankle (**fig. 194**).



## 6.16 NVA\_403 TRAY



Press the locking pin and insert the tray tubes into the mountings on both sides of the stroller (**fig. 195**).  
In order to remove the tray, press the locking pin and take the tray out of the mountings.



## 6.17 NVA\_408 RAIN COVER



i

In order to remove the tray, press the locking pin and take the tray out of the mountings.

## 6.18 NVA\_411 CUP HOLDER



i

Loosen the mounting of the cup holder by unscrewing the knob, put the cup holder on the frame of the stroller in the selected place and tighten the knob (**fig. 198**).

## 6.19 NVA\_412 ELASTICO SEAT CUSHION



i

Place the Elastico seat cushion on the seat of the stroller.

## 6.20 NVA\_415 WHEEL COVERS



200

i

Put the wheel covers on the wheels  
(applies to inflatable wheels).

## 6.21 NVA\_429 SOFT FOOTREST COVER



201

i

Thread the straps of the footrest cover  
through the holes in the footrest and  
fasten from the bottom (**fig. 201**).

## 6.22 NVA\_447 WINTER MUFFS



202

i

Unfasten the press studs on both  
sides of the winter muffs, put them on  
the push handle, fasten the press  
studs.

### 6.23 NVA\_448 SELF-LEVELING TRAY



203

**i**

There is a bag filled with granules attached to the bottom of the tray with velcro. It has a special pocket which allows you to adjust the amount of the granules depending on your needs.

**Attention! An additional bag with granules is available as an option.**

### 6.24 NVA\_501 BAG



204

**i**

Place the bag on the push handle and secure it against slipping by fastening the press studs on both sides of the handle of the bag.

### 6.25 NVA\_506 STROLLER COVER 'N CARRY BAG

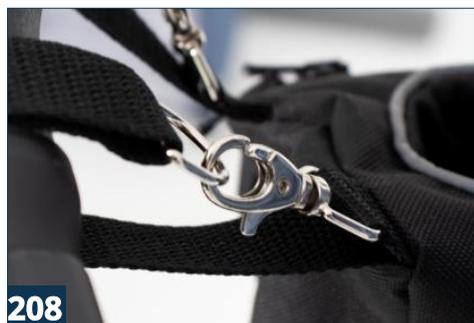


205

**i**

Fold the stroller, remove the wheels and put them into the pocket of the carrier bag.

## 6.26 NVA\_509 ORGANIZER



## 7. THE USE OF STROLLER



**NOVA**® stroller 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 patient before using stroller!

### 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 patient 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 patient'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 STROLLER

### 1. Before use it is necessary to:

- unfold the device,
- place the device on even ground,
- make sure that all parts are serviceable, correctly mounted and stable,
- block brakes,
- adjust the device to patient's measurements,
- undo safety belts or vest so as to place easily the patient in the device,
- place user in the device,
- fasten all elements which stabilize user e.g. vest, safety belts,
- mount additional equipment e.g. abduction block, 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.



**In case of any obstacles such as step or curb, it is necessary to raise front wheels by pressing the handle down. Next, place front wheels on step and then raise back part of stroller with the aid of handle. Be careful not to tilt the stroller back too much. Remember to place stroller forwards.**

**It is essential to hold stroller with the aid of handle during using it otherwise stroller can roll.**

**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. HOW TO USE VEST



The vest provides posture support for wheelchair users as well as users sitting in positioning chairs or other rehabilitation seats. When properly used, the vest allows the user to adopt the correct sitting position for a longer period of time. The design and shape of the vest make it possible for the user to be free to move their upper limbs within the constraints of the user.

**If the vest is not used properly, it can pose a serious threat to the health and life of the user!**

### Possible threats incident to the use of the vest:

- 1) If the lower vest straps are fastened too loosely, there is a risk that the vest will move upwards to the user's neck, making it difficult to breathe** – always check the tension of the straps and set them in such a way that the lower edge of the vest is located near the lower abdomen of the user.
- 2) In a situation when the user slips off the seat, the upper edge of the vest cover's the user's neck and blocks the trachea, making it difficult to breathe** – it is therefore necessary to ALWAYS use the accessories stabilizing the user's pelvis, such as a pelvic belt, thigh abduction belts or an abduction block.
- 3) There is a risk that the upper straps of the vest will press the user's neck, blocking the trachea and making it difficult to breathe** – this might happen if the user's body is improperly secured in the seat or stroller – it is then necessary to use the optional accessories of these devices and stabilize the user's body using the lateral supports. If there is no possibility to use such accessories with the device and the user's body cannot be properly stabilized, the device should be replaced with the one having such an option.
- 4) The vest is fastened too tightly to the backrest and as a result the user cannot breathe easily** – in this case the vest should be loosened in such a way that it is possible for the caregiver to insert a straightened hand between the vest and the user's body. If, however, we want to stabilize the user's body properly, we should use a dynamic orthopedic vest, e.g. a **Flex-Point**® vest, which does not cause the breathing difficulty for the user.

### Instructions for the proper use of the vest:

- 1) Make sure that the user is sitting in the best possible position:
  - in the middle of the seat,
  - deeply in the seat in such a way that the user's lumbar spine rests against the backrest.
- 2) Secure the user's pelvis with, for example, a pelvic belt, thigh abduction belts or an abduction block.
- 3) Make sure that the side supports of the device, if used, are set in the correct position. It is required that the users with the poor trunk control use the side supports. The side supports limit the lateral movements of the puser's body, which could lead to the compression of the vest straps on the neck of the user.
- 4) Secure the vest:
  - fasten and adjust the lower straps of the vest, so that the lower edge of the vest is located near the lower abdomen of the user,
  - fasten the horizontal strap of the vest (if present),
  - fasten the shoulder straps of the vest,
  - check if the buckles of the vest do not open under pressure.
- 5) Check the user's position:
  - make sure that the vest cannot move by itself towards the user's neck,
  - make sure that you can insert a straightened hand between the vest and the user's body.

### To prevent injuries and to minimize the risks associated with the use of the vest, the following rules should be followed:

- 1) The position of the vest **MUST** be checked each time after putting the user in the seat.
- 2) Special attention should be paid to protecting the user from falling forward, slipping off the seat or lifting the pelvis. The vest **MUST** be used with the accessories which will secure the user's pelvis at all times (e.g. the pelvic belt, thigh abduction belts or the abduction block). The use of the vest cannot be considered separately but as a part of a general posture support system including supports such as pelvic belts, foot support, torso stabilization, thigh abduction belts, tilt-in-space position and reclining backrest.
- 3) Special attention should be paid to ensuring that the entire foot of the user has stable support. If the device is not equipped with a foot support, the user's feet must rest firmly against the ground.

- 4) It should be remembered that any change of the inclination angle of the backrest, seat, foot support or tilt-in-space function might affect the effectiveness of the belts and supports!
- 5) Special attention should be paid to the use of stabilization elements or side supports. If the user has poor trunk control, the side supports will limit the lateral movements, which could lead to the compression of the vest straps on the neck of the user.
- 6) The mounting of the vest and adjusting it to the user can only be carried out by a suitably trained person, who is familiar with the instructions for the use of the vest and the rules of its safe use.
- 7) Do not make any repairs or modifications to the vest on your own. In order to repair or replace any part of the vest, please contact the manufacturer.
- 8) Do not use a damaged or incomplete vest, as this poses a serious threat to the health and life of the user!
- 9) Do not leave the user in the device unattended!
- 10) The correctness of the use of the vest should be particularly controlled in accordance with the recommendations in case of children, users with impaired memory or mentally ill.
- 11) Make sure that all people taking care of the user are familiar with the rules of the safe use of the vest.

### **How to care for the vest:**

The vest works effectively only if kept clean and maintained in accordance with the manufacturer's instructions. Before each use of the vest, check whether

- 1) The vest straps are not frayed or worn. If so, have them exchanged for new ones.
- 2) The vest straps are not attached to the wheels of the device.
- 3) The buckles are not damaged. If so, have them exchanged for new ones.
- 4) The velcro fastening holds firmly. If not, remove any dirt or hair from the velcro, or have it replaced with a new one.
- 5) There have been no changes in the user's height or weight from the moment the vest was adjusted to the user.
- 6) The shoulder straps of the vest are adjusted so that they are not too loose or too tight.
- 7) The vest should be cleaned regularly with the use of warm soapy water and dried out of the direct sunlight and other sources of heat. The vest must always be dry before usage

**If you have any doubts or questions about the use of the vest, please contact your doctor or physiotherapist.**

## 8. SAFETY RULES



**NOVA®** stroller 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 stroller 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;
  - 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 patient 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 stroller for different purposes that it is intended to.
3. It is forbidden to use stroller when it is damaged or any part is missing.
4. It is forbidden to leave the patient unattended.
5. Stroller should be used only when there is someone who is trained and knowledgeable.
6. It is forbidden to leave stroller 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 stroller.
9. Make sure that the user does not stand on the footrest when getting in and out of the stroller.
10. Make sure that all limbs are not close to spokes or other adjustable elements.
11. The stroller should be stored and used away from sources of fire or high temperature. Moreover, stroller shouldn't be stored in rooms with high humidity.
12. Secure stroller 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 stroller, remove all paper and plastic packaging. The packaging is not a toy! Keep away from children and animals.



**Incorrect product adjustment can lead to such side effects as fainting, body deformities, joint overload, etc. If the abovementioned symptoms occur, stop using the product immediately, take the user out of the product 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.**

**It is forbidden to place the patient in the device while being in car, bus or train.**

**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.**

**Remember that all the loads hung on the push handle may cause the stroller to lose its balance.**

**The weight of user should not be bigger than maximal weight described on page 10 where you will find information regarding this issue.**

**Serious incidents involving this device should be reported both to manufacturer and to the competent authority in your country.**

## 9. TERMS OF WARRANTY

- **Akces-MED Ltd.** sells products free from manufacturing defects or faults.
- Manufacturer gives the purchaser **24-months** 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 stroller is covered by a 36-months 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 **48-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 **Akces-MED Ltd.** customer service (ph. +48 17 864 04 77, e-mail: export@akces-med.com).

## 10. MAINTENANCE AND CLEANING

The stroller **NOVA**®, which is a medical device, should always be kept clean and should be used in accordance with the manufacturer's instructions. The stroller 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 stroller:

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.
11. It is possible to disinfect metal, plastic, wooden and upholstery elements of the product with a generally available disinfectant. In order to disinfect the selected element, spray its surface with a disinfectant generally available on the market and wipe with a dry, clean cloth. After disinfection, wait until the element is completely dry, especially in the case of upholstery. Before using the disinfectant, first check in an invisible place whether the product will not discolor or damage the disinfected surface.



Remember that upholstery has to be always dry before using!

The manufacturer of the stroller, **Akces-MED Ltd.**, is not responsible for any damages caused by using unsuitable cleaners.

#### Before using it is necessary to:

- clean wheels;
- check if base as well as wheels are correctly mounted; check if brake stops turning wheel;
- check if wheelchair 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.



Manufacturer takes responsibility only for hidden faults or damages which appeared despite the fact that user complied with the guidelines.

In case of any damages, it is essential to contact the person who sold you the product.



## TECHNICAL INSPECTION

Technical inspections should be performed regularly. Before servicing, the product should be thoroughly cleaned to reveal any hidden damage.

Frequency	What should be checked? What should be done?	Remarks
Before each use.	<p>General condition of the product.</p> <p><b>Check:</b></p> <ul style="list-style-type: none"> <li>the entire product for any visible damage, cracks or mechanical defects,,</li> <li>if the product complete,</li> <li>if all bolts, screws, knobs, nuts and other elements of the construction are complete and tightened..</li> </ul>	In case of any damage or defects, discontinue the use of the product and contact your Supplier/Distributor or the Manufacturer.
	<p>Wheels and brakes.</p> <p><b>Check:</b></p> <ul style="list-style-type: none"> <li>if the wheels are properly mounted and if they are not damaged,</li> <li>if the brake is blocking the spinning wheel,</li> <li>if the wheels are not dirty. If necessary, clean the wheels.</li> </ul>	In case of any damage or defects, discontinue the use of the product and contact your Supplier/Distributor or the Manufacturer.
	<p>Fastening of the construction elements.</p> <p><b>Check all the mechanisms of the product and its moving parts. Check in particular:</b></p> <ul style="list-style-type: none"> <li>if the seat is properly mounted (if applicable),</li> <li>if the wheels are properly mounted (if applicable),</li> <li>if the elements securing the user are properly mounted and if they work well (if applicable),</li> <li>if all the moving parts are complete, work properly, do not jam,</li> <li>if the adjustment mechanisms of the following elements work properly (if applicable): headrest, backrest, seat, abduction block, armrests, footrests.</li> </ul>	In case of any damage or defects, discontinue the use of the product and contact your Supplier/Distributor or the Manufacturer.
	<p>Upholstery elements.</p> <p><b>Check:</b></p> <ul style="list-style-type: none"> <li>if there is any damage, tears, rips, loose seams or deformations on the upholstery elements,</li> <li>if the stabilizing straps, vests or safety belts are not frayed or twisted and if the buckles work properly,</li> <li>if the stabilizing straps, vests or safety belts work correctly and do not unfasten under pressure or when pulled.</li> </ul>	In case of any damage or defects, discontinue the use of the product and contact your Supplier/Distributor or the Manufacturer.
Once a week.	<p>Product cleaning.</p> <p>If the frame and upholstery get dirty (dusty, muddy, etc.) during everyday use, wipe them with a damp cloth without detergents. Remove dirt (e.g. hair, food remains, etc.) from the moving parts of the product.</p>	The product should be cleaned when necessary, but at least once a week. Do not use any chlorine based cleaners or methylated spirit. Before using the product, check if the upholstery is dry.

Frequency	What should be checked? What should be done?	Remarks	
Once a month.	Wheel axles, quick connectors (if applicable).	<p><b>Check:</b></p> <ul style="list-style-type: none"> <li>if the wheels are rolling and if they are not loose. To maintain the wheels, apply a small amount of a preservative-lubricant between the axle and the wheel hub. Check if you can easily remove and attach the wheels.</li> </ul>	<p>Clean the wheels when dirty.</p> <p>In case of any damage or defects, discontinue the use of the product and contact your Supplier/Distributor or the Manufacturer.</p>
	Product construction connectors (welding, threading, soldering)	<p><b>Check:</b></p> <ul style="list-style-type: none"> <li>the condition of the product frame in the places of joining (welds, threads, soldering).</li> </ul>	<p>In case of any damage or defects, discontinue the use of the product and contact your Supplier/Distributor or the Manufacturer.</p>
	Tires/innertubes (if applicable).	<p><b>Check:</b></p> <ul style="list-style-type: none"> <li>tire wear condition. Check for visible damage. Check tire pressure (if applicable).</li> </ul>	<p>If the tire pressure is too low, inflate them to the correct level.</p> <p>In case of any damage or defects, discontinue the use of the product and contact your Supplier/Distributor or the Manufacturer.</p>
Once every 6 months.	Construction moving parts.	<p><b>Check:</b></p> <ul style="list-style-type: none"> <li>if the moving parts of the construction have not been damaged. Maintain them using a proper cleaning agent.</li> </ul>	<p>In case of any damage or defects, discontinue the use of the product and contact your Supplier/Distributor or the Manufacturer.</p>
	Product labeling.	<p><b>Check:</b></p> <ul style="list-style-type: none"> <li>if the marking and labels are readable.</li> </ul>	<p>In case of any damage or defects, discontinue the use of the product and contact your Supplier/Distributor or the Manufacturer.</p>
After the life time of the product finishes.	Detailed product check.	Check the product.	<p>The manufacturer specifies the life time of the product, which is given in the user manual. After the given period, the user may use the product only if it is sent back to the manufacturer to be checked first. After that, the manufacturer will re-define the life time of the product and the date of the next check.</p>

The list of all spare parts is available for download after selecting a product on [www.akces-med.com](http://www.akces-med.com).



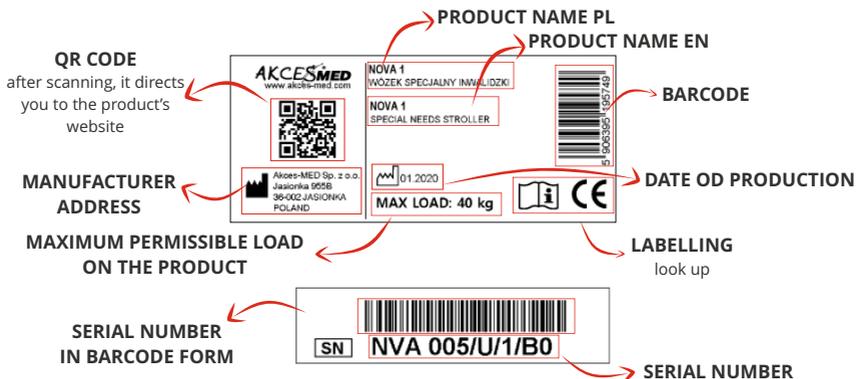
# 11. LABELLING

## 11.1 SYMBOLS

-  Declaration that the product meets the essential requirements
-  Catalog number
-  Serial number
-  Please read the manual instructions before use
-  You need to take special precautions
-  Manufacturer
-  Production date
-  The product does not contain latex
-  Store in a dry place
-  Prohibition of use without fastened safety belts
-  Protect from sunlight
-  Storage temperature limitation
-  Relative humidity storage

-  Dry vertically
-  Do not chlorinate
-  Do not iron
-  Do not dry in a drum dryer
-  Do not bleach
-  Careful! Delicate content
-  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
-  Prohibition to leave the user without care during use of the product
-  You need to read the additional information
-  You need to press the button shown in the photo
-  You need to use the tools indicated in the assembly description

## 11.2 SAMPLE DATA PLATE

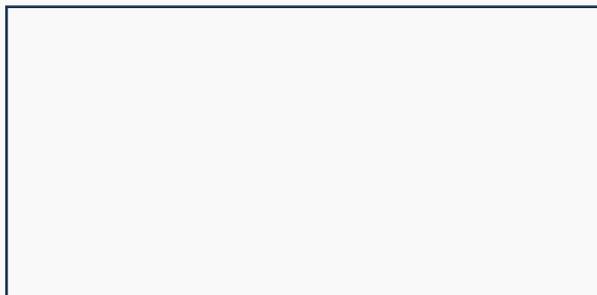




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