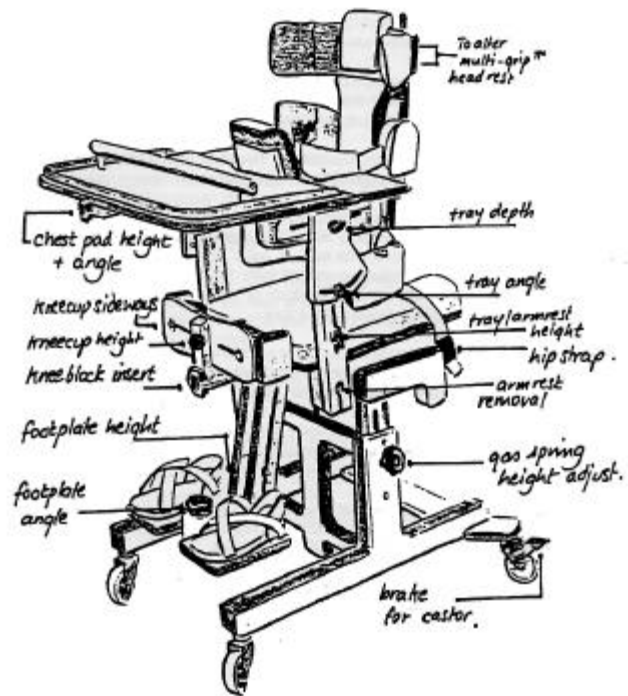


Multi-Chair Instructions

To be kept with the product



Important: read precautions on the back page before you read instructions. Jenx products are designed for a specific purpose. Jenx Ltd is not responsible if products are used for any purpose for which they are not designed. If in doubt, please call us for advice.

Main areas of AdjustmentAll adjustments with flat head screws need to be carried out using an Allen Key. For any adjustment ensure that the screw/ wing nut has been tightened again.

Your Multi-Chair comes complete with the following accessories :

- Tray
- Grab bar
- Tray ledge
- Kneeblock OR Abduction block (but not both unless ordered as an extra accessory)
- Sandals

You should also receive a long handled Allen key which is situated in a slot at the top of the back post (in sizes 1 and 2) or between the layers of the seat (size 3). This is a storage area and you are advised to return it to the slot after use.

The multi chair seems very complicated because of the many areas of adjustment which make it such a versatile chair. It really is not as complicated as it first seems. To get the most from your chair you should read the instructions carefully and practise each adjustment before you put a child in the chair. Most adjustments are made with the T-bar or wing nuts. The main objective is to become familiar, and therefore confident, with the product so you can get the maximum benefit from it. Technical advice is available over the telephone if you have problems. Please call 0114 285 3376 and ask to speak to Sue Hammond.

The initial set-up of the Multi-Chair

The chair should arrive to you in separate pieces. Unfortunately, we cannot send it to you complete as this increases the risk of damage in transit and it is also too big for the box!

The individually wrapped parts are
the back post,
the tray
the armrests
and the kneeblock.

They are very easily inserted. The seat will also be set at its minimum setting with the gas spring at its lowest. This may not be suitable for your child so the seat instructions will show you how to alter this.

Precautions

Failure to follow instructions, especially with regard to moving parts may pose a risk to the user. Always read instructions before use.

Assembly of parts/ products should be done before use. Queries relating to this should be addressed before use.

Keep products well maintained at all times and clean products regularly using a non abrasive cleaner to ensure maximum life of product. Note any changes in performance and contact Jenx for advice if necessary.

Products are tested to current fire regulations. However, do not place products near to naked flames or in contact with cigarettes.

The product should be placed on a level floor.
Jenx Ltd do not manufacture mobility aids. Jenx products should NOT be used as mobility aids. Castors are for ease of basic transportation (e.g. from room to room). Apply brakes when stationary. Do not push product when brakes are applied. Do not push products by the headrest.
Do not lean or put excessive weight on the tray.

Use all safety straps when using product. Do not leave children unattended. Do not allow siblings and other children to climb onto the equipment. This product contains small parts - take care with young children.

Do not use product if you suspect it is faulty or broken. Contact Jenx immediately for advice. Remember - we're here to help if you need it. If you have any problems please call Sue Hammond on 0114 285 3376.

This product conforms to the Medical Devices Directive. It has not been tested in conjunction with products of other manufacturers. Do not use accessories other than Jenx accessories with this product.

Please note the batch number is written on the fire label which is located at the bottom of the back post. This reference helps us if you have a problem with the product.

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INVESTOR IN PEOPLE

Attaching Accessories

The seat ramp The seat ramp clamps onto the edge of the seat. Simply place it onto the edge of the seat and tighten the black wing nuts under the seat to clamp it. Make sure that you have tightened them securely and the ramp is firmly fixed in position.

Elbow Blocks Attach these using the two holes on each tray extension wing.

Grab Bar This attaches to the slots in the tray. Remove the wing nut and the plastic spacer and washer. Push the screw (with the washer on the underside) from under the tray, up through the slot. Place the plastic spacer on top and then screw it into the grab bar. The spacer raises the grab bar off the surface of the tray. The washer helps to keep the wing nut tight and stop it cutting into the wood.

Warning!!!

If you are not using the grab bar and are screwing the bits together DO NOT screw it too far in as this will push through to the wood and splinter it.

The tray ledge This fixes in the same way as the grab bar but lies flat onto the tray. It does not have a plastic spacer.

IMPORTANT
THE MULTICHAIR SIZE 3 (MC30) CARRIES A
MAXIMUM WEIGHT LIMIT OF 8 STONES (50kg)
AND A MAXIMUM HEIGHT LIMIT OF
5'6" (168cm)

Attaching the backpost:

The screws are already in place. One is under the seat in the curved slot with the holes in a similar curve just above and one is by the seat cushion. Check how they are assembled with the washers etc. and then remove them. Insert the post in the space at the back of the seat pad and replace the top screw. Then insert the bottom screw and washers either through the hole or through the curved slot, for the bottom fixing. Fix the wing nut onto the other side and the back post is then in place. To alter the angle of the back post please read the relevant section.

. . **kneeblock:** See kneeblock section

. . **tray:** see tray section

. . **armrests:** see armrest section

Setting up and making adjustments to the Multi-Chair

Once you have assembled the chair you will probably be looking to set it up for a particular child to use. We advise that the simplest way to do this is to make a rough guess of the child's measurements, make the chair to fit them, place the child in and then fine tune it at the end. The following instructions should clearly talk you through all the adjustments to the chair. Don't forget that as the child grows the chair will grow too so it is a good idea to become as familiar as possible - and don't lose the instructions!

The chest pad

The chest pad has an adjustable angle and depth. It should support the chest especially when seated in a prone position and should touch the child's sternum. The adjustments give a more accurate position and make it more comfortable for the child.

To alter the height and angle of the chest pad simply loosen the small black handwheel on the front of the tray, then move the chest pad up/down and angle it where necessary. Do not forget to tighten after making the adjustment because this would be both uncomfortable and useless otherwise.

The Chest width

This is altered by moving the extension wings in and out. Look underneath the extension wing and loosen the two flat head screws. This allows it to slide sideways. Do equal distances each side and tighten when you have found the right position.

The Tray

The tray itself serves many purposes and is highly adjustable.

Attaching and detaching the tray.

The tray has a quick release mechanism to allow easy access to the child. It is attached to armrests of the chair and secured by a hook fastened to the underside of the tray. To detach the tray move the hook outwards and slide the tray away.

When attaching the tray make sure that the hook is still outwards and not clashing with the pin. Slide the tray along the chair arms until it tucks snugly under the tray extension wings. Turn the hook inwards to secure the tray. To check look under the tray and make sure that the hook is around the pin.

The height, depth and tray angle

These 3 adjustments work off the armrest mechanism. The side of the chair has a number of wingnuts and handwheels (see diagram). The armrest mechanism is that which has the two wingnuts, the flat head screw and the small handwheel.

The tray angle

The curved slot with the black wingnut is where the tray angle is altered. Loosen both sides of the chair and move the tray to the required position. If the child is using the chair in different seating positions (prone and reclined) you will use this function frequently so that the tray is in line with the seat angle. When satisfied with the chosen position, tighten both wing nuts securely.

The tray depth

The black wingnut above the curved slot is to adjust the tray depth. Again loosen both sides and slide the tray forwards and backwards to the required depth remembering always to tighten again securely afterwards.

The tray height

This is adjusted by loosening the flat head screw with the Allen key. This is situated just under the curved slot and the tray height moves along the vertical slot as seen in the diagram. Tighten screws afterwards.

The armrests

The armrests themselves can also be detached from the chair allowing it to be used under a table. Loosen the small black handwheel at the bottom of the armrest post on both sides of the chair. (NB. There is a choice of 2 holes for more adjustability on the MC20). Lift the tray up from the extension wings and take the whole tray and arm assembly off.

The Back Angle

The angle of the back post moves in two ways. Firstly it can glide along a curved slot until the correct position is reached OR secondly it can be pegged in any fixed position along a similar curve. By pegging the back into position you can fix the back angle which makes it stronger against children who rock or extend. The curved slot is easier if you are likely to adjust the back angle position frequently. If you do not adjust the angle we advise you to use the fixed method (through the holes) as it makes considerable difference to the strength of the back. The black wing nut at the base of the back post (under the seat base) is used to adjust the back angle.

The Multi-grip™ head support

This is moulded in the same way as the others.

NB. On the MC30 most of the Multi-grips™ adjust using the Allen key.

Positioning

This support is designed to stop the child's head from falling by giving it control from the side. For children with good head control you may wish to remove the head support or lower it down and use it as a shoulder support.

The Multi-grip™ offers a variety of types of head control.

Firstly, if a child leans to one side you may only need to use one half of the Multi-grip™. You can always leave the other side open.

Secondly, to remove the Multi-grip™ head support from the chair entirely, remove the two wing nuts and their washers.

Lastly, the head support could be used as a shoulder pad if the head control is good. This will encourage shoulder protraction. Simply loosen the 2 flat head screws which attach the head support to the back column and adjust to required height. Tighten screws.

Height adjustment of head support

The Multi-grip™ head support moves separately from the back post. It is an additional post attached to the main back post and is attached by a flat head screw. Loosen the screw and you can slide the head support to the required height. Tighten screw.

The Sandals

The sandals attach to the footplates from underneath. For easier access to the underside you can turn the black rubber turn button which allows the footplate to flip back. Once you can then see the underside clearly you can loosen the black wing nut easily. When loose, the sandal slides forwards, backwards and sideways. You can also alter the position by removing the sandal and inserting the bolt into a different slot in the footplate. Always remember to tighten the wing nuts after making an adjustment.

The sandal straps

These are very versatile to get the best foot control possible. There are four slots on each side of the sandal which the straps slide through. There are two straps which can be threaded through any of the slots (preferably one at the heel and one at the toe) and fastened as you wish. The options are as follows:

1 - Velcro individual straps together to create separate toe and ankle straps

OR

2 - Velcro the top and bottom straps together so that they criss-cross over the foot

If for any reason the straps are not the right length please contact Sue Hammond on Tel: 0114 2853376

- Height and depth adjustment. To alter the depth of any one Multi-grip™ loosen the black wing nuts attaching the grip to the post (there is one on each side of the post) and slide the Multi-grip™ forwards or backwards. Tighten afterwards to secure the position. Do not remove the wingnuts
- The entire back post has an adjustable angle which alters the position of the Multi-Grips™.

The Multi-grip™ hip support.

Moulding the support

You will notice that there are two screws to each side of the hip support and only one screw to each side of the trunk and head supports.

The hip support has an extra length to give you a fuller support. This is not necessary for the other two.

Loosen all the knobs and mould the Multi-Grips™ around the child's hips, then tighten the knobs and the Multi-grip™ will lock into position.

By loosening just one of the two knobs you can adjust just part of the Multi-grip™ so if you wish to turn the end in without moving the position of the Multi-grip™ just loosen the outer knobs and this will loosen the second part of the Multi-grip™.

Height adjustment of hip support

The height of the hip support is adjusted in the same way as the depth, by loosening the two black wing-nuts that attach it to the post. Tighten securely after making adjustments.

The Multi-grip™ trunk support

Moulding and positioning of the trunk support

These supports only have one joint to adjust because they rest under the arms. Simply loosen the knobs and mould the support around the upper trunk. Ensure that the Multi-grip™ trunk support is not pushed too far under the child's armpit. Leave one or two finger spaces between the top of the pad and the child's armpit. If it is too far up you will discourage the child from using its arms and it will be uncomfortable. Tighten knobs.

Height adjustment of trunk support

The trunk support moves in conjunction with the back post. This is how you achieve your required back height and it is probably easiest to find this height first and then the hip and head supports afterwards.

Using the Allen key loosen the flat head screw situated on the right side of the post (as you look at the back of the seat) by the seat cushion. This allows you to move the entire post up or down to the required height. Tighten screw afterwards.

Using the peg holes to fix the position

If the bolt is in the holes you must remove the bolt, wingnut and washers, select the position you require along the curve of slots and reinsert it, making sure that the washers come between the flat head screw and the wood. Tighten securely with the wing nut.

Using the curved slot

Simply loosen the wingnut which allows you to slide the back post along the curved slot. Choose your position and tighten the wing nut securely.

Back post height

By loosening the same wing nut as for the angle you can adjust the height of the back post. You may also need to loosen the flat head screw on the back post by the seat upholstery to make this adjustment.

The seat depth

This adjusts to allow the seat to fit your child's upper leg length (bottom to back of knee). The two black wing nuts under the seat base need to be loosened to allow the seat to slide forwards and backwards. When you have achieved the required seat depth tighten the wing nuts securely.

The seat height

The seat height adjustment is assisted by the gas spring.

To raise and lower the seat loosen the large black handwheel on the side of the chair. The gas spring should automatically be released and the seat begin to rise. To lower the seat push down from the centre of the seat. If the child is seated, push from both sides. Their weight will actually help you to push the seat down. Tighten handwheel.

Trouble shooting

The gas spring may be stiff when you first receive it so, using your hands raise it and push it down several times to get it going. The idea is put equal pressure on the seat. You are likely to have problems if you push from the back of the seat only.

The seat angle

At the back of the chair, at the sides, are two black handwheels. Loosen these and the seat will go into a prone (forward leaning) or reclined position. Please beware that if your child is sitting in the chair at the time the seat may jolt forwards and startle them. To avoid this take hold of the back post. Get a good grip of it before you loosen the handwheels and then let it slowly move forwards.

Warning! It is only necessary to loosen the handwheels off a little to make adjustments. Take care not to cross-thread the bolts. Tighten handwheels securely after making the adjustment.

The Footplate

Adjustable height

The footplate moves along a slot to achieve extensive lower leg length adjustment. Like the back post it also has a series of peg holes to fix the position should your child extend severely. You can use either the slot or the holes depending on your needs.

To alter the footplate height loosen the black wing nut on the left side of the column. If it is in the slot you can slide the footplate up to the required height and tighten the wing nut.

If it is in a peg hole you must remove the wingnut, screw and washers, raise the footplate to the required height and replace the screws and washers in the relevant hole. Make sure that the metal washer is placed against the flat head screw and the plastic washer against the wood. Replace the plastic washer, metal washer and wingnut on the other side. Tighten securely.

Do not stand on the footplates. By turning the rubber lever under each footplate, it can be flipped up out of the way.

Adjustable angle

This a very simple adjustment. Between the two sandals there is a large black handwheel which when turned will adjust the angle of the footplate.

Please note: on the infant Multi-Chair this is situated underneath the footplate to give extra height adjustment. On the junior and senior Multi-Chair the handwheel is on top.

Kneeblock / Abduction block

Both the kneeblock and abduction block work in the same way and are interchangeable.

Make sure that the detached section at the end of the kneeblock arm is flat and in line with the arm on the bottom edge. If it is not turn the black handwheel and watch the end section move. When it is flat slide it into the square slot (which is under the seat and between the foot column) and turn the large black handwheel clockwise until it will not turn any more. DO NOT FORCE IT. It does not have to be really tight to be secured. Pull at the kneeblock to check that it will not come out.

To remove the kneeblock turn the handwheel anticlockwise and slide it out.

The kneecups have individual sideways adjustment just by loosening the flat head screw. If you have a kneeblock and wish to simulate an abduction block, loosen the flat head screws and rotate the kneecup inwards so that the longer

edge is now in the middle. Although this is not an actual abduction block it will provide a certain amount of abduction. Don't forget you can always order an abduction block for the chair.

The height of both cups can be adjusted by loosening the small black handwheel between the flat head screws. When loose the whole wooden section moves up and down. you cannot adjust the height of individual kneecups.

The Straps

There are a variety of straps to the Multi-Chair: a hip strap, chest strap and sandal straps. Straps are for security and to improve the child's position. You should always use them. Once the child is in the chair, secure them with the straps before you do anything else.

The hip strap:

This strap is used to secure the hips in position. It is fastened at the front by a large black clip buckle. The fabric pad should come between the child and the buckle to make it more comfortable for the child. By clipping them in at the front you have secured them but you may feel that their hips are sliding forwards and you wish to tighten the strap. You DO NOT need to adjust the strap by the slider. This is mainly used to stop the strap from sliding through the buckle.

The two black clips attached to either side, behind the seat are called "SWISS LOCKS". They look a little like seat belt clips. These are used to tighten the hip strap.

- 1 Firstly, place the strap around the child and fasten the black clip buckle at the front.
- 2 Then kneel behind the chair bringing one arm around the child's hips/waist and tuck the child's hips back. With the other hand flip up the Swiss lock and pull the strap tight. Lock again.
- 3 Repeat the above directions using the opposite arm and hand if you want to tighten the other side.

The Multi-Grips™

There are 3 Multi-grip™ supports; for the head, trunk and hips. They all work in the same way and have been improved to lock more tightly and be adjusted more easily. Adjusting the height of each Multi-grip™ is slightly different so please read each section carefully.

ALL Multi-grip™ Supports

The following applies to all Multi-grip™ supports.

- Peep holes in the fabric allowing you quick access to the knobs.
- To adjust position, loosen all the knobs to the support.