



Repose

Specialist Seating Solutions
a prismhealthcare company

Harlem

Users Manual



www.reposefurniture.com

Thank you

Thank you for purchasing a Repose Harlem Porter chair. The Harlem Porter has been researched and engineered to provide a feeling of comfort, safety and security for client's with conditions associated with severe or involuntary movement, such as Huntington's. Being designed to a high specification the chair provides an ideal portering solution for general usage.

To maximise the advantages of your chair please take the time to read these instructions carefully, as they contain essential information on set-up and operation of all key features, as well as upholstery care, important safety advice plus warranty and contact details. If for any reason you are unsure of anything, please contact your supplier immediately for further information. Please keep this manual safe for future reference.



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What Our Expert Says

Who is this chair suitable for?

The Harlem has been designed and engineered to be extremely robust and comfortable to meet the needs of those with ataxic movements such as Huntington's Disease. However, it would also meet the needs of clients with life limiting conditions, including MND and MS. Due to its enhanced levels of comfort, it could also be used for clients with aching joints, where any movement is painful e.g. Rheumatoid Arthritis, Ehlers-Danios syndromes or osteoporosis.

The independent back rest also means that it can meet the needs of semi-ambulant and non-ambulant users, addressing posture and positioning requirements by using the extensive range of additional accessories and features to modify the chair to meet the individual needs of the client. A very versatile portering chair with an extensive range of potential users.

The Harlem is ideal chair to be used as part of a 24-hour postural care programme, with those clients with skin integrity problems or a history of pressure sores as it can be easily repositioned to allow for optional pressure relief whilst not impacting on their occupational performance, enabling an individual to engage comfortably in tasks they need or want to do.



Where can the chair be used?

The chair can be used in a number of health and care environments including hospitals, hospices and care homes as well as in domestic situations.

What are the feature benefits?

The Harlem Porter chair has:

- **Independent back rest recline**

This allows for a range of angle adjustments from 95° to 120° degrees to reduce pressure on the bottom and legs and provide increased comfort.

- **Seat angle adjustment**

With an angle range of 15° degrees the tilting seat can help to reduce the risk of an individual falling from the chair due to severe involuntary movements as well as allowing for different levels of comfort and postural control.

A handwritten signature in black ink that reads "Kate Sheehan".

Kate Sheehan
Independent Occupational Therapist

- **Seat depth adjustment**

This ensures that the correct seating posture is maintained with the option to change the dimensions as the user's weight alters.

- **Deep padded seat cover**

Providing deep comfort and safety protection for those suffering with conditions associated with severe or involuntary movement.

- **Sliding footplate**

This enables the user to place their feet safely on the footplate whilst being portered, but because it can be hidden away it allows uninterrupted access with a hoist.

- **Interchangeable and adjustable back cushions**

There is a choice of eight interchangeable pressure management back cushions that enable the chair to be adapted to a single user's changing needs or to adapt the chair to another user. This ensures greater longevity of its usage.

In addition, all cushions can be repositioned to suit a user's individual seating preferences and fibres added or removed from fibre filled cushions to adjust firmness. Covers can also be removed for cleaning.

- **Interchangeable seat cushions**

There is a choice of eight pressure management seat cushions all designed with different levels of pressure management in mind to reduce shear and friction and the potential development of pressure sores.



Important Safety Instructions

The following instructions are for your own safety, the safety of others and to ensure that the chair is used correctly and in line with the warranty conditions.

Please ensure that:

- **YOU ALWAYS KEEP THESE INSTRUCTIONS SAFE** as you will need them for reference purposes.
- **ALL CARERS AND ATTENDANTS** are trained in the full use of the chair and are qualified to provide advice on the pressure management and postural care options.
- **YOU UNDERSTAND** the features of the chair and how they might be used to benefit particular users.
- **YOU UNDERSTAND** the recommended user weight limit for your chair. It will be dependent on the Repose chair model that you have chosen. Please ensure that you understand these limits and **DO NOT** exceed them. This may damage the chair and **will invalidate your warranty**.
- **YOU CHECK** the chair regularly to ensure that it is in a suitable working condition and that there is no damage. **DO NOT USE** the chair if it is not working properly or damaged.
- **YOU ALWAYS** move the chair around using the push handle or wing handles and that you are mindful of your own physical attributes as you carry out any such movements. **DO NOT** use other parts of the chair to move it around as this may cause damage to the framework and workings of the chair and **will invalidate your warranty**.
- **YOU ALWAYS** take the necessary precautions and advice when carrying out any movement or handling operations.
- **NEVER** push the chair up or down steps or stairs.
- When moving a user around in the chair **ALWAYS** ensure that the user's feet are positioned on the footplate to avoid them catching or dragging on the floor.
- **YOU ALWAYS LOCK THE CASTORS** when the chair is stationary, for making transfers or when altering the chair set up. **THIS WILL AVOID** any movements that could cause personal injury.
- When using the functionality of the chair e.g. recline, leg rest operation etc. when someone is in the chair **ALWAYS** ensure that any movements are smooth and comfortable for the user to avoid any distress.
- **YOU ONLY** use the lap strap, fitted as per the instructions, for moving people about in the chair. **IT IS NOT A PELVIC POSITIONER** and should **NEVER** be used for restraining a user. **ALWAYS** ensure that it is in a good working condition.
- Children **DO NOT** play with, or on, the chair as this may cause damage and could result in personal injury.

- **NO ONE** stands or sits on the arms, the leg rest or footplate as this may damage the chair and/or cause it to tip. To do so may cause personal injury.
- **NO ONE** stands on the seat as this may damage the chair and/or cause it to tip. To do so may cause personal injury.
- You are **ALWAYS** careful to keep hands, other body parts and clothes away from the moving parts of the mechanism when checking or during usage to avoid them being trapped.
- **YOU NEVER** exit the chair whilst the footplate is extended.

Maintenance and repairs

- **YOU ONLY USE** approved parts on your chair. These can be obtained through your supplier. Failure to use approved parts **will invalidate your warranty**.
- **YOU ALWAYS** get your supplier or a qualified professional to carry out any repairs or fit new parts to the chair. **DO NOT** attempt to carry out your own repairs to the chair as this may invalidate your warranty.
- **YOU NEVER MAKE** any material design, mechanical or other modifications to the chair as this may affect the way in which the chair operates and the inherent safety features. It **will also invalidate your warranty**.
- **YOU PROVIDE** your original purchase invoice and unique chair batch number when ordering parts or when making a claim under your warranty.

Recommended Quality Checks

The chair should always be checked every time it is used for signs of damage or excessive wear and tear to ensure safe and reliable usage is maintained. Regular checks should include, but are not limited to:

- Damage to the cables or adjustment levers.
- Any loose or detached parts.
- Castors for damage or any build up of fluff, dirt or dust particles.
- Damage to the fabric of the chair.

Chair Delivery

The chair will have been set up at the date of delivery and supplied with a full set of documents. If you have any questions please speak to the person or company that took delivery.

Pressure Care Management

The Harlem has been designed to incorporate a number of pressure management features. The use of these features will depend on your assessment of the client's requirements.

Please ensure that you understand the features and how they can be used.

For the benefit of your client we always recommend that those setting up or operating the Harlem are trained on the use of the chair and in pressure management and postural care.

Weight Limits

The Harlem comes as standard with an overall weight limit of 127 kg (20 stone) and with a maximum leg rest weight limit of 57 kg (9 stone).

Feature Functionality

Below we have detailed the chair's key functionality which will enable full usage of the chair allowing you to provide additional comfort and posture control for the user. Please read the **User Manual** for complete details on how to operate your model of chair.

4 lockable castors

The Harlem comes with 4 heavy duty lockable castors designed to glide easily over low profile carpets, wooden and vinyl flooring. **ALWAYS LOCK THE CASTORS** when the chair is stationary, for making transfers or for making changes to the chair set-up. **THIS WILL AVOID** any movements that could cause personal injury.



Use the red pedals to lock and unlock the castors.

Push Handle Lever and Controls

On the manual model the push handle has two levers which are highlighted on the image. The lever on the left (1) operates the independent back recline. The lever on the right (2) operates the seat angle adjustment. The image also shows the robust rubber grip handles for ease of portering. All levers are clearly labelled on the chair.



Independent Backrest Recline adjustment

The backrest can be independently reclined to open up the angle between the backrest and the seat, providing additional positions for comfort, support and pressure management.

The angle range is 95° to 120°.



Manual Model

The lever on the left-hand side (1) of the push handle reclines the backrest. Simply pull the lever towards you and hold in. This will release the backrest in order for it to recline. Pull the push handle towards you to recline the backrest to the desired position. Ensure that you carry out this recline action slowly so as not to cause discomfort to the chair user. Once you have reached the desired recline position release the lever and the back will lock at this angle. Repeat to return to the original position or to select another angle.

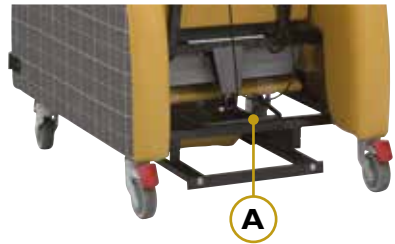
Seat Angle adjustment

The right-hand lever (2) operates the seat angle adjustment. Tilting the seat can help to reduce the risk of an individual falling from the chair due to severe involuntary movements. It can also be used as part of a 24-hour postural management programme to reduce pressure problems.



To adjust pull the lever towards you and at the same time press your foot against the adjustment bar (A). Release the lever and take your foot off the bar when the desired position has been reached and this will lock the angle.

Seat angle range 0° - 15°



Seat Depth adjustment

Two handwheels under the front skirt of the chair release the seat so that it can slide forwards or backwards to set the depth at the desired position. Once in place tighten the handwheels to prevent any movement of the seat when someone is sat in it.

Seat depth range: 432mm – 533mm (17" to 21")



ALWAYS ENSURE that the user's legs are kept safe from any sudden pressure or movements during any alterations.

Leg Support Block

The Harlem comes with a contoured leg support block. The contoured leg channels provide comfort and support by reducing the risk of a user crossing their legs or from their legs falling off the edge of the leg support. Attach the leg support using the connecting straps as indicated.





Sliding Footplate adjustment

The footplate simply slides in and out to provide additional support. Always use the footplate when moving a user around to avoid them catching or dragging their feet on the floor. When the footplate is under the base of the chair it allows uninterrupted access with a hoist from the front or obliquely.



D-rings

The Harlem comes with D-rings fitted as standard enabling easy fitting of a lap strap and pad. They can be found at the base of the seat back by removing the seat cushion. The lap strap and pad simply connect to the D-rings as shown.



Lap Strap and Pad

The lap strap can be shortened or lengthened by using the adjuster and it also has a quick release clip as illustrated left. Always make sure the lap belt is comfortable for the user and that it is not pinching.

ONLY USE the lap strap, fitted as per the instructions, for moving people about in the chair.

IT IS NOT a pelvic positioner and it should **NEVER** be used for restraining a user.

Back and Seat Cushion Adaptability

The Harlem comes with a range of different seat and back cushion options to allow the chair to be tailored to the user's individual comfort, postural and pressure management requirements. They are interchangeable enabling the chair to be adapted to different users or to take account of changes in a user's condition over time. This adaptability ensures that the chair has a greater longevity of usage. We would recommend that any such changes should only be performed after a relevant healthcare assessment of the individual's requirements has been carried out.

Postural Supporting Back Cushions

Key features:

- All cushions can be interchanged and repositioned for comfort and posture management. To reposition the back cushions simply pull away from the back where they are positioned using Velcro strips and then reposition as required. Alternative or duplicate back cushions can be purchased at any time.

Important Note: Some of the back cushions shown on pages xxx are not available on the small sized chair due to design restrictions.



- All of the back cushions come with covers that are removable for the purposes of cleaning or replacement..
- Each of the fibre filled cushions comes with a zip that will enable fibres to be added or taken away to adjust the level of firmness.

Pressure Management Seat Cushions

The Harlem comes with our interchangeable seat cushions. Purchase one or more cushions to support the different needs of individuals who may use this chair. With all these seat cushions, we recommend a fabric with four way stretch properties to aid the reduction of friction and sheer.

Key features:



- All seat cushions can be removed and interchanged enabling the chair to be modified as a user's conditions change, or adapted for other users.

Simply remove the seat cushion by pulling away from the seat frame.

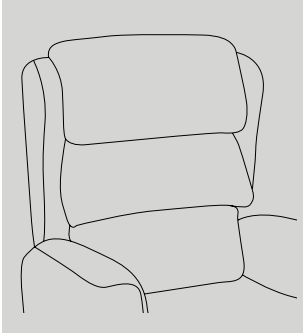


- All covers are removable for cleaning purposes.

For further details on all cushion options
please refer to pages 18 to 21 or consult with your supplier.

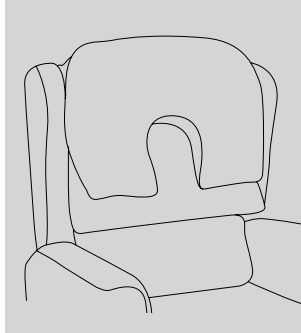
Posture Support Back Cushions

The six different back options enables the chair to be adapted to different users or to take account of changes in a user's condition over time. For further details on these options please consult your supplier.



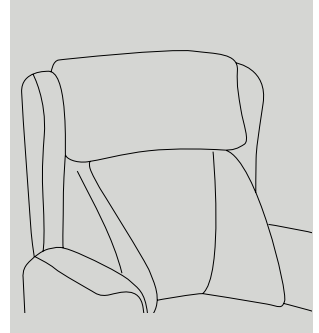
Waterfall back

Individual fibre filled waterfall cushions, each of which are fully adjustable to accommodate maximum postural support. The waterfall back can be useful for those with mild Kyphosis, Scoliosis and reduced muscle mass on their back.



Large profile headrest with waterfall back

The profile headrest conforms to the head and shoulders which can be useful for individuals with limited neck control with the waterfall back providing soft adjustable lumbar support.

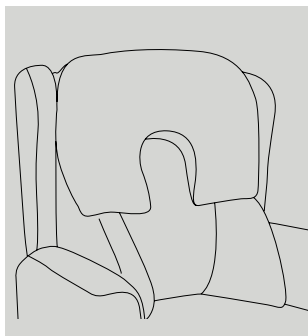


Comfort lateral back*

Soft fibre filled back with lateral support, which can be useful for those who have limited trunk control or balance. It can be useful for those with early stages of neurological conditions such as MS or a Stroke survivor.

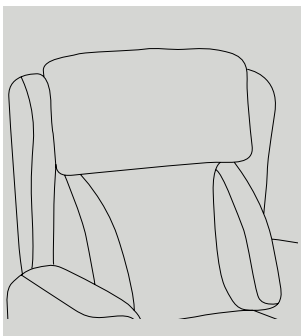
***Available on Medium and Large chair sizes only**

For ease of cleaning and replacement all back cushions and covers are removable. Fibres can be added to or taken away from the fibre filled cushions to adjust the firmness.



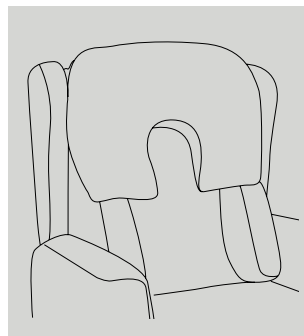
**Large profile headrest
with comfort lateral back***

This back offers soft fibre filled cushions to provide head, shoulder and trunk support, which can be useful for older users who have lost some muscle control, supporting them in a good postural position with the head in a neutral position. This back can also be useful for early stages of neurological conditions to maintain good positioning without restricting activities.



Support lateral back*

A foam filled back providing firmer lateral support with a soft fibre filled headrest. The firm lateral support maintains midline trunk alignment which can be useful for those post Stroke or early to mid-stages of neurological conditions.



**Large profile headrest
with support lateral back***

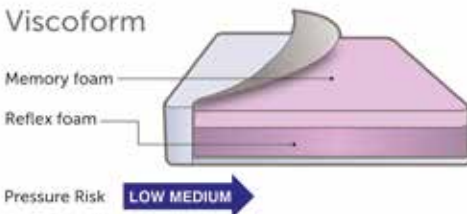
Firm foam lateral back cushion with soft fibre filled profile headrest can provide support for those who have limited trunk control or balance. The profile headrest can provide support to keep the head in good midline alignment which can be useful for those with early stages of neurological conditions such as MS or a Stroke survivor with limited residual impairments.

***Available on Medium and Large chair sizes only**

Pressure Management Seat Cushions

There are four interchangeable seat cushion options depending on your postural and comfort requirements. They all have a pressure management range which is shown on the images below. For further details on the options please consult your supplier.

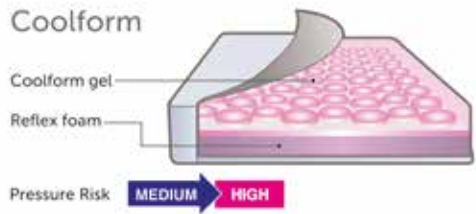
Viscoform



For those who have good posture and mobility but are seated for greater than one hour at a time and require pressure relief and supported comfort.

This cushion has a high-density foam base which offers a supportive and firm seat base with a top layer of memory foam to allow immersion into the cushion, giving stability and a large surface area to reduce pressure levels.

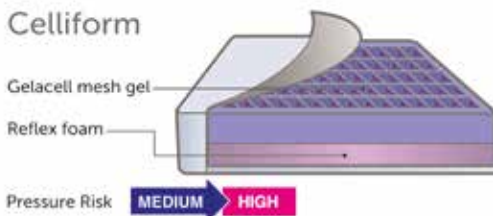
Coolform



For those sitting for long periods with specific comfort issues such as a high risk of pressure sores. This cushion uses the latest medical grade silicone gel technology allowing pressure to be evenly distributed.

The gel conforms to the shape of the body and equalises to body temperature. The gel cells allow air to flow easily and Coolform is totally odourless and hypo-allergenic.

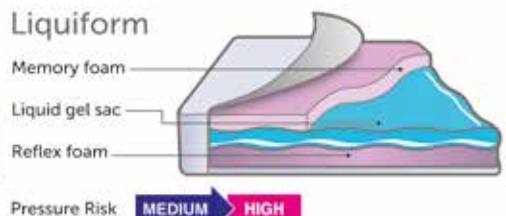
Celliform



For those sitting for long periods with specific comfort issues such as a high risk of pressure sores.

Gelacell has a unique cell matrix that distributes pressure across the contact area, as it contours and yields in response to weight redistribution. Gelacell absorbs body heat, reducing the risk of creating an environment that could increase pressure risks, the grid design also encourages air circulation. Gelacell is clinically tested and passes all dermatological tests for skin contact.

Liquiform



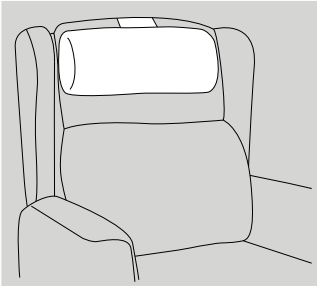
For those who have good posture and mobility but sit for long periods of time and require pressure relief and supported comfort. Recommended for people with limited muscle bulk or at risk of excessive weight loss.

This cushion has a high-density foam which offers a supportive and firm seat base. The foam is topped with a fluid liquid gel in a soft silicone cover which provides a high level of pressure relief. The liquid gel helps to dissipate heat and constantly adapts to the user's movement.

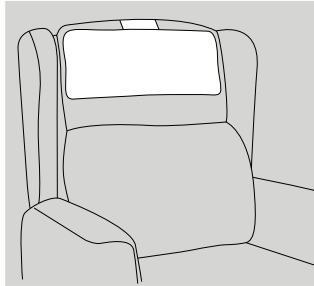
Optional Accessories

The following accessories are optional on the Harlem:

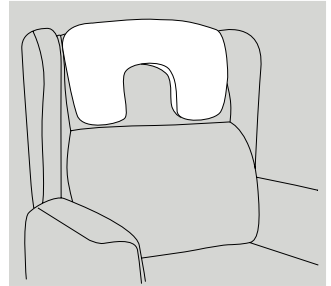
- Leg support block
- Lap strap and pad
- A range of headrests that include:



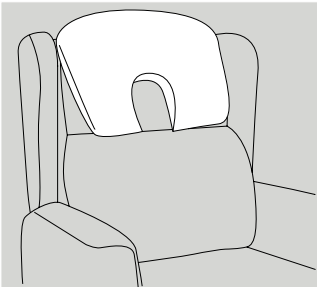
Head roll



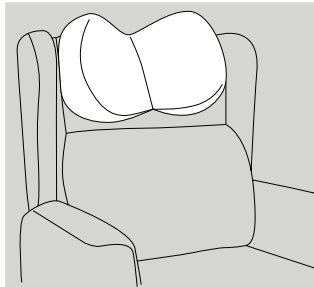
Small head pillow



Small profile headrest



Large profile headrest



Midline headrest

Chair Dimensions

The Harlem Porter has a weight limit of 127 Kg (20 stone) as standard.

	Small	Medium	Large
Seat Height	406mm (16")	457mm (18")	508mm (20")
Seat Width	432mm (17")	483mm (19")	533mm (21")
Seat Depth	432mm-533mm (17" - 21")	432mm-533mm (17" - 21")	432mm-533mm (17" - 21")

Please note that depending on the seat cushion built into the chair the seat height may vary slightly from that shown above. Under compression of an individual's weight the seat cushion will achieve the correct seat height, for example gel fillers and foams will adapt to the weight and shape of the individual.

• Arm Height	165mm	(6.5")	(dependent on seat angle)
• Back Height	711mm	(28")	(dependent on seat angle)
• Overall Height	1143mm	(45")	
• Overall Width	686mm	(27")	
• Overall Length	889mm	(35")	with handle bar 1041mm (41")

We recommend that professional advice is sought when purchasing specialist seating.

Fabrics

All our health fabrics are Waterproof, Anti-MRSA, Anti-bacterial, Anti-fungal, Crib 5 and bleach cleanable and all cushions and cushion covers are removable for cleaning purposes. For our full range of health fabrics and cleaning instructions please visit our website.



General Upholstery Care

- **Always** ensure that you follow the cleaning instructions for **your particular upholstery**. Your supplier will provide you with cleaning instructions. Please note that different fabrics will have different characteristics and cleaning instructions, **ask your supplier if you are in any doubt** about the cleaning instructions. Repose cannot be held responsible for any damage caused by cleaning.
- **Regular cleaning** is required to maintain the appearance and cleanliness of your chair. Small dust and dirt particles can increase the wear and tear of the upholstery and may dull the fabric.
- Your **upholstery should not be exposed** to direct sunlight for long periods of time as this will cause your fabric to fade. If your furniture is positioned within prolonged light, ensure your curtains and blinds are drawn for protection.
- **Ensure** your upholstery is protected from sharp objects or buckles as these may cause the fabric and/or upholstery to snag or become damaged.
- **Avoid** allowing pets onto your furniture as their claws may cause damage to the fabric and upholstery. All animals have a degree of oil in their coats which may transfer to your fabric if they go onto the chair. This will cause your fabric to prematurely wear.
- If you have fibre filled cushions regularly plump to avoid the fibres flattening.

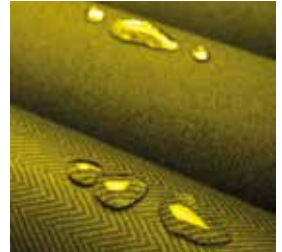
Important note:

The person cleaning the chair **Should always** use protective gloves to reduce the risk of infection transmission.

Harlem Fabric Cleaning Instructions

Panaz Cadet

Panaz market leading vinyls are trusted for all areas of care and nursing. Beautiful designs and colourways combine with the exceptional performance of Shield Plus anti-microbial and Acryltron protective finish affording greater resilience to wear, cleaning chemicals and staining.



Technologically sophisticated, but easy to clean

- Wipe clean routinely with a microfibre cloth, lightly dampened with cold water only. Then dry with a clean absorbent cloth.
- Soak up spillages as soon as possible with an absorbent dry cloth to prevent staining. Clean with a lightly dampened microfibre cloth (cold water) and dry with an absorbent cloth.
- Use a mild soap (non-alkali) where soiling has accumulated. Take care to remove all soap residues. Then dry with an absorbent cloth.
- Remove body fluids and extreme soiling immediately (within 15 minutes) with cold water. If required, apply your approved infection control protocol, a 5% sodium chlorite bleach solution, Haz Tabs or Chlor-Clean. Then dry with a clean absorbent cloth.

Valencia C5

Valencia uses a proven invisible vinyl protective coating PERMABLOK³® from Spradling. This creates a tough and effective barrier against the three biggest problems in healthcare – germs, abrasion and stains. It offers extended performance and lasting beauty with minimum care.

Care and cleaning guide

The vinyl should be cleaned periodically in order to maintain its appearance and prevent build up of dirt and contaminants. Any stains, spills, or soiling should be cleaned up promptly to prevent the possibility of permanent staining. Use soft soapy solutions or special cleaning products for vinyl fabrics to remove stains on the surface of the material. Remove only with a damp white cloth. Lacquers, strong cleaners, detergents, exylene-based solutions, acetone, or ketone (MEK) cause immediate damage and contribute to the deterioration of the material. The use of such cleaners is at the owner's risk.

**More detailed cleaning instructions for these fabrics can be found on our web site.
Please take time to read them before cleaning the fabric.**

Warranty

Two years on mechanisms, frame and upholstery. One year on air seat cushions.

Repose will repair or replace, at our discretion and free of charge to the original purchaser, any parts covered by this warranty and which on examination, are found to be defective in material and/or workmanship. The warranty is for parts and labour only and for transportation to and from the original delivery point. It does not include any white glove delivery service. If this is required it will incur an additional cost.

Warranty Exclusions

- Fabric damage resulting from misuse, negligence, abuse, accident or incorrect cleaning
- Unauthorised or incorrect repairs, alterations and modifications
- Damage to the chair from misuse, negligence, abuse or accident
- Damage caused from normal wear and tear
- Damage caused by common carrier abuse or mishandling and any special, indirect, incidental and/or consequential damages
- Replacement of the battery if the battery is left to completely discharge.

Statutory Rights

Nothing contained in our Terms and Conditions nor in these guidelines shall effect the statutory rights of the customer.

Warranty Claim

Please contact your supplier with your original purchase invoice and unique chair batch number and they will make the necessary arrangements with Repose. The batch number and supplier details can be found under the base of the leg rest near to the end. Simply elevate the leg rest to view.

Batch Label



Batch Number:

Supplier:



Repose Furniture Limited, Attwood House
Cokeland Place, Cradley Heath, West Midlands
B64 6AN

Tel: 0844 7766 001*

Fax: 0844 7766 002*

Email: service@reposefurniture.com

*Calls cost 7p per minute plus your networks access charge

Visit our website for more details
www.reposefurniture.com

