



# Configura® Care Instruction Manual

For manual and electric versions

VERSION TWO | JUNE 2012



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## Introduction

These instructions apply to the Configura® Care chair by Accora.

Please read them carefully before setting up and using the chair and keep them in a safe place for future reference.

These instructions include details of the performance of the chair. If the chair malfunctions, shows signs of damage or excessive wear, or otherwise feels unsuitable, please take it out of service and contact your supplier immediately.

Configura® Care is designed to be configured to suit a range of different size, pressure and posture requirements.

**Warning: do not allow children or animals to play with or near the chair.**

## Chair set-up

The chair configuration is selected by a healthcare professional using the Configura® Care Interactive Assessment form. If extra parts are required, they can be ordered separately from Accora.

For a copy of the Configura® Care Interactive Assessment form or for a Parts and Accessories Manual, please email [configura@accora.uk.com](mailto:configura@accora.uk.com)

## Important safety information

- Do not allow children or animals to play with or near the chair.
- Do not 'ride' on the push handles or subject them to abnormal load.
- Do not try and stand on the legrest or footplate.
- Make sure the user's feet are not touching the floor when the chair is moved.
- Always apply the brakes on the castors before transferring from or to the chair.
- The Chair must never be used in vehicles for client transportation.
- Do not move the chair if the charging lead is connected to the chair and the mains power supply.

Weight capacity: 160kg max.

## User groups

Accora classifies Configura® Care as a configurable seating solution for varied and changing user needs. The ability to configure the size, pressure and posture requirements allows the chair to be used for many different user requirements. It is particularly suitable for Equipment Loan Store use as the chair can easily be re-issued.

We strongly recommend that anybody issuing Configura® Care has attended a Configura® Care Product Training Session. For details of these courses, contact [configura@accora.uk.com](mailto:configura@accora.uk.com)

## Configura® Care should be selected for users:

- With neurological conditions who need to maintain a good, midline posture.
- With conditions affecting their abdomen which makes upright sitting uncomfortable.
- Who require a wide range of positions for different activities through the day.
- With progressive conditions whose risk of developing pressure damage will increase.
- Who have skeletal issues (such as kyphosis) and require adjustment of support in the backrest.

Configura® Care is designed to offer the right size and to accommodate pressure care and postural requirements for different users. Configura® Care can accommodate moderate postural requirements but is not suitable for users that lean to one side heavily or have fixtures such as pronounced 'windsweeping', fixtures or pelvic obliquity. It is also not suitable for users who have severe involuntary movements. Configura® Care is suitable for users with neurological conditions such as MS, MND, Dementia and Parkinson's etc.

The suitability and effectiveness of these features are dependent on correct chair set up, which is dependent on three key elements:

- Seat to footplate height
- Seat width
- Seat depth

Configura® Care should be regularly checked to ensure the set-up is correct and it is working as intended for the user.



## Size

Configura® Care can be adjusted to four different sizes. By changing parts, the chair can be adjusted in width and depth.

Configura® Care can be adjusted in width by changing the armrests. The seat width can be adjusted to:

400mm
450mm (std)
500mm
550mm

Configura® Care can be adjusted in depth by fitting a Depth Adjustment Kit. The depths are:

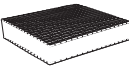

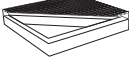


460mm
510mm (std)
560mm

To adjust the seat to footrest length, adjust the legrest length using the spring loaded adjustment pin. This can be adjusted from 400mm to 530mm.



## Pressure

Configura® Care has five cushion options:

	<p><b>Castellated</b> Standard foam, pressure reducing cushion for users who do not have pressure issues or who cannot tolerate Visco foam. 20 stone weight limit.</p>
	<p><b>Visco (std)</b> Heat sensitive memory foam moulds to the user providing maximum support and pressure reduction. Suitable for users who are at risk of pressure damage. 25 stone weight limit.</p>
	<p><b>ViscoGel</b> High specification Visco cushion with Castellated Visco surface and silicon gel to offer excellent pressure reduction. 20 stone weight limit.</p>
	<p><b>Cushionair portable</b> Powered alternating air cushion which provides excellent comfort, stability and pressure relief.</p>
	<p><b>Self Supply</b> Chair supplied without a cushion.</p>

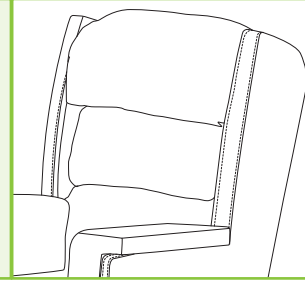


## Posture

Configura® Care has different options for posture management:

### Multi-adjustable Pillow Backrest (std)

Each pillow is height adjustable and the filling can be customised to the user. Offering mild to moderate postural support, the Multi-adjustable Pillow Backrest is highly effective for users with a kyphosis or a scoliosis.

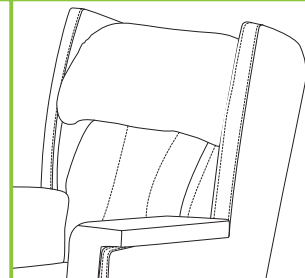


### Lateral Support underneath the backrest pillows

Lateral supports to fit underneath the backrest pillows to provide lateral support combined with the comfort and adjustability of the Multi-adjustable pillow backrest.

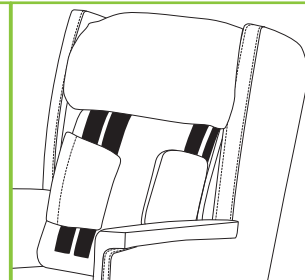
### Lateral Support Backrest

The Lateral Support Backrest encourages a midline sitting position and is suitable for users who require increased lateral support. Users with neurological conditions (including MS) will benefit from the firm but comfortable support.



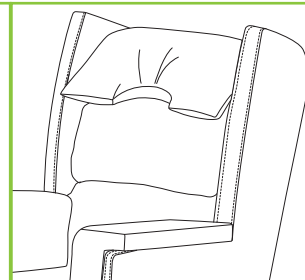
### Adjustable Lateral Support System

Flat foam backrest with adjustable Velcro lateral support system. Excellent for providing more aggressive lateral support and mild positioning.



### Profiled Headrest

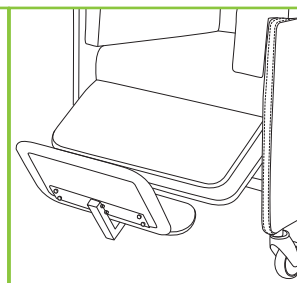
Suitable for users with reduced head control.



## Extras

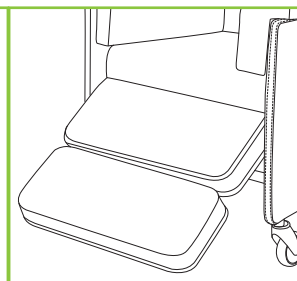
### Footplate

Provides support for two feet and reduces risk of foot drop. Includes Visco and Vapour Permeable fabric. Most effective when user's knees are flexed.



### Legrest Extension

Extends length of legrest to provide full support for user's calf when knees are extended.



### Pelvic Strap

This is NOT for restraint.

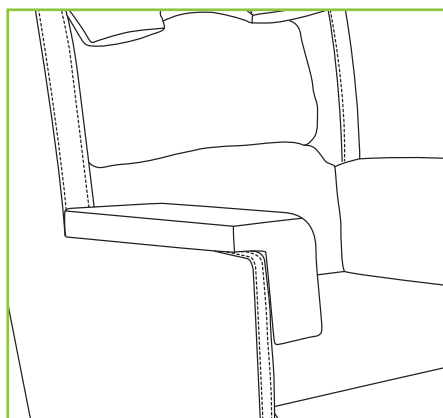
## Identification

Each Configura® Care has an ID number on the base frame. This number must be quoted in any correspondence with Accora.

## Assessment

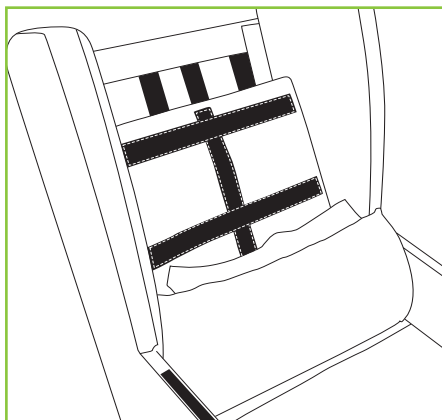
An individual assessment of the user's needs is essential prior to issuing Configura® Care. Assessment should be carried out by a competent healthcare professional with in-depth knowledge and training on seating requirements. We also strongly recommend regular product training from Accora to ensure the prescriber is up-to-date with the features of the chair. Healthcare professionals should use Configura® Care Assessment Form to help with their assessment.

## Adjusting the seat width



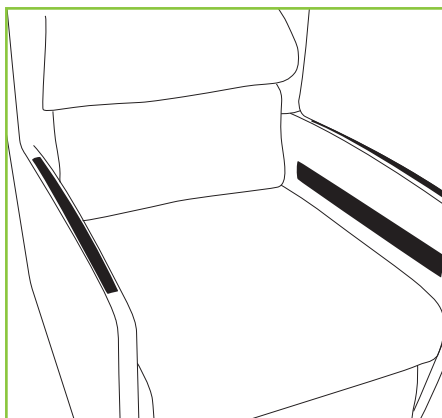
Remove the existing armrests by releasing the Velcro. Replace with different armrests to give desired width. Configura® Care is fitted as standard with armrests which give a seat width of 450mm. Seat widths of 400mm, 500mm and 550mm can be achieved by fitting other armrests. Please see the Part & Accessories Manual for more details. Please note the armrests can be fitted on the right or left of the chair (i.e. they are not handed.)

## Adjusting the seat depth



Remove the cushions from the backrest. Attach the Depth Adjustment Kit with the Velcro at the top as shown. Re-attach the two bottom cushions to the depth adjustment kit on the Velcro tabs provided. The top cushion fits as normal on the Velcro tab at the top of the backrest. Ensure the cushions are firmly fixed on the Velcro tabs provided.

## Changing the pressure cushions



### For static cushions

The cushion is attached to the seat base with Velcro. Simply remove the existing cushion and place new cushion on the Velcro tabs.

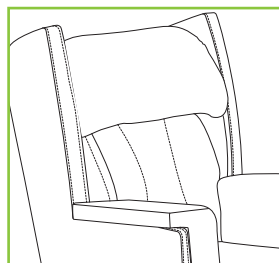
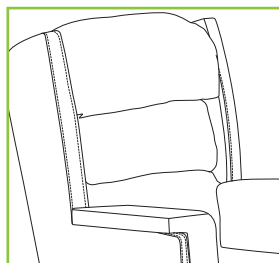
### For Cushionair

The Cushionair cushion requires a separate power supply to operate the electric pump. When installing the Cushionair cushion, ensure the pipes are routed correctly through the back of the chair in the middle, to avoid them catching or crushing. Also ensure that the power leads and pipes are positioned so they are clear of any walkways etc to minimise the risk of tripping. Test the pump and cushion to ensure it inflates correctly before use.

The weight capacity for the Cushionair is 160kg.

**THE CHAIR MUST NOT BE MOVED WHILE PLUGGED INTO MAINS ELECTRICAL SUPPLY.**

## Changing the backrest cushions



Remove the cushions and fix the new backrest ensuring it is firmly secured on the Velcro tabs provided. This is important when using the Depth Adjustment Kit.

The cushions and Depth Adjustment Kit can be moved up and down on the Velcro tabs to accommodate different postural requirements. Always ensure the cushions are firmly fixed on the Velcro tabs before use. Filling can also be removed

from the 'Multi-adjustable Pillow Backrest' as described below. Please note that filling should not be removed from the 'Lateral Support Backrest.'

When removing cushions, fold the Velcro flaps on the cushions back so that filling and dust does not get caught in the Velcro.

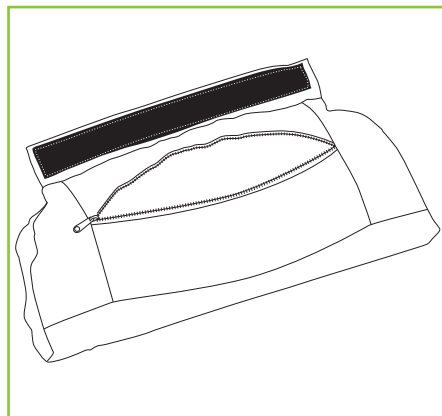
Use caution when using the lateral support backrest with the dual motor tilt-in-space mechanism as it introduces shear forces.

## Changing the headrest



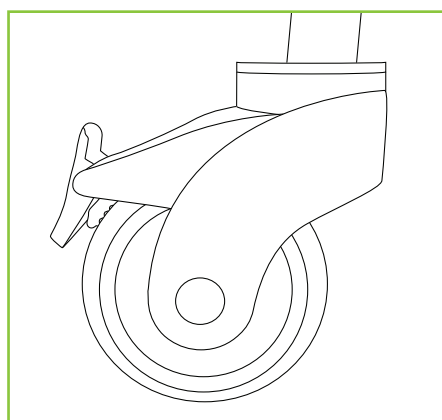
Remove the top pillow from the backrest and replace with Profiled Headrest. Filling can be added or removed from the headrest as required.

## Removing filling from the Multi-adjustable Pillow Backrest



This is sometimes required to accommodate postural requirements such as a kyphosis. Remove the cushion from the backrest and undo the zip at the back of the cushion. Remove the filling from the white internal bag as required and re fasten the zip on the cushion, ensuring that no filling is caught in the zip. Remember that the cushions take a few weeks to mould to the user so avoid taking out too much filling on initial set-up.

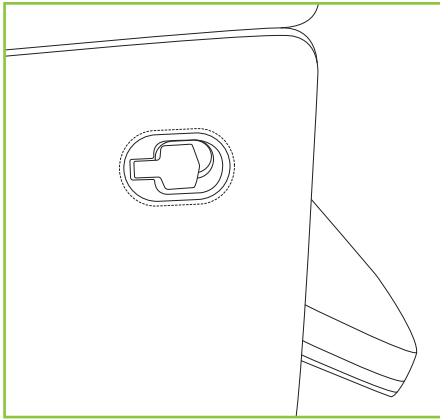
## How to lock the castors



When the chair is in the desired position, locate the castors. The brake lever is on top of the castors. Press down on the end of the lever with your foot. To unlock, ease the lock back up.



## Elevating the legrest (manual only)



The legrest elevation is controlled by the lever located on the right hand side panel. Pull this lever out and the legrest will start to rise. It may be necessary to manually lift the legrest towards its maximum elevation.

To lower the legrest, pull the lever out and the legrest will return to its lowered position. It may be necessary to push the legrest down if the user has weak or light lower legs.



## Elevating the legrest (electric only)

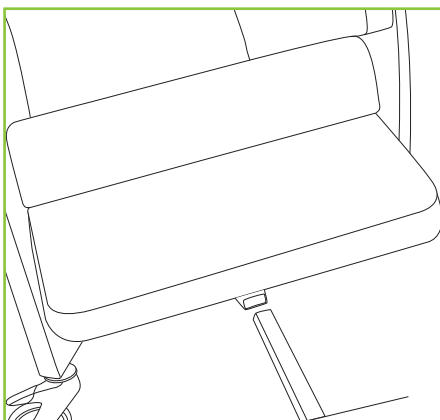
Press the appropriate button on the handset to move the legrest to the desired position.

## Fitting the Footplate



Elevate the legrest to the fullest extent (this may be difficult when the user is in the chair). Insert the male end of the Footplate into the female bracket on the underside of the legrest. Use the spring-loaded adjustment pin to adjust the footplate to the desired length.

## Fitting the Legrest Extension

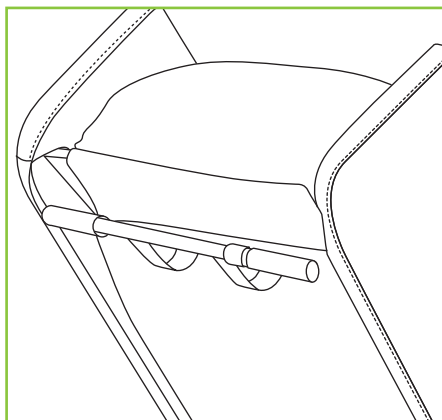


Elevate the legrest to the fullest extent (this may be difficult when the user is in the chair). Insert the male end of the legrest extension into the female bracket on the underside of the legrest. Use the spring-loaded adjustment pin to adjust the footplate to the desired length.

## How to charge the battery (electric only)

The tilt functions on the Care Electric are powered by a rechargeable battery. The battery must be charged regularly so as to ensure consistent operation of the chair and good battery life. Recharge frequently and before any reduction in function is noticed. To charge, plug the charger into a mains socket and the charging lead into the socket on the handset.

## How to tilt the chair (manual only)



Configura® Care has Tilt-in-space with allows the user to recline without adjusting the angle of the hips. This is operated by pulling the lever on the handlebar and exerting upward or downward pressure on the handlebar as required.

Always warn the user before you adjust the angle of the chair.

**Note: Handlebar lever is on the right hand side.**



## How to tilt the chair (electric only)

Press the appropriate button on the handset to tilt the chair to the desired position.



### Possibility of Entrapment!

There is a possibility of entrapment between the front of the chair and the metal sub frame. Ensure feet or any other objects are kept clear of this area when the chair is being tilted.

## Replacing the side piece



Remove the backrest and seat base cushions to give easy access to side piece. Undo all the bolts securing the side piece to the metal sub-frame. Take new side piece and replace bolts into sub-frame.

## Replacing the cover on the side piece



Remove cover on the side piece from the wooden side piece by releasing the velcro. Attach the new cover, starting at the bottom front corner making sure the cover is pulled tight.

## Replacing the seat base

Carefully turn the chair on its side. Remove the legrest assembly from the seat base by removing fixing screws. Remove all the bolts fixing the wooden seat base to the main frame. Fit new seat base, re-fit fixing bolts and attach legrest assembly to the seat base taking care not to cross-thread or strip the screws.

## Replacing the Tilt-in-space gas strut (manual only)

Disconnect the locating pin on the Bowden cable from the bottom of the gas strut. You may find a pair of pliers useful to hold the locating pin while you disconnect it from the gas strut.

Undo the nuts connecting the gas strut to the main frame. Remove the gas strut and fit new one. Re-fit the bolts to connect the new gas strut to the main frame. Re-connect the Bowden cable to the bottom of the gas strut. If necessary, re-tension the Bowden cable using a screwdriver and pliers to tighten or loosen it from the locating pin at the bottom of the gas strut.

## Replacing the legrest elevation gas strut (manual only)

Disconnect the locating pin on the Bowden cable from the bottom of the gas strut. You may find a pair of pliers useful to hold the locating pin while you disconnect it from the gas strut.

Undo the nuts connecting the gas strut to the main frame. Remove the gas strut and fit new one. Re-fit the bolts to connect the new gas strut to the main frame. Re-connect the Bowden cable to the bottom of the gas strut. If necessary, re-tension the Bowden cable using a screwdriver and pliers to tighten or loosen it from the locating pin at the bottom of the gas strut.

## Replacing the Tilt-in-space activation lever (manual only)

Disconnect the Bowden cable from the bottom of the gas strut. You may find a pair of pliers useful to hold the locating pin while you disconnect it from the gas strut. Remove the Bowden cable from the activation lever. Use a lubricant and a screwdriver to remove the grip from the handlebar. Fit new activation lever. Re-fit handlebar grip using lubricant if necessary. Secure and tighten activation lever and re-connect Bowden cable – first to the activation lever then to the bottom of the gas strut.

If necessary, re-tension the Bowden cable using a screwdriver and pliers to tighten or loosen it from the locating pin at the bottom of the gas strut.

## Replacing the legrest elevation activation lever (manual only)

Disconnect the Bowden cable from the bottom of the gas strut. You may find a pair of pliers useful to hold the locating pin while you disconnect it from the gas strut. Remove the Bowden cable from the activation lever. Unscrew the activation lever from the side piece. Fit new activation lever. Secure and tighten activation lever and re-connect Bowden cable – first to the activation lever then to the bottom of the gas strut. If necessary, re-tension the Bowden cable using a screwdriver and pliers to tighten or loosen it from the locating pin at the bottom of the gas strut.

## Replacing the Tilt-in-space Bowden cable (manual only)

Disconnect the locating pin on the Bowden cable from the bottom of the gas strut. You may find a pair of pliers useful to hold the locating pin while you disconnect it from the gas strut. Then disconnect the Bowden cable from the activation lever. Re-fit the new Bowden cable – first to the activation lever, then to the bottom of the gas strut. If necessary, re-tension the Bowden cable using a screwdriver and pliers to tighten or loosen it from the locating pin at the bottom of the gas strut.

## Replacing the legrest elevation Bowden cable (manual only)

Disconnect the locating pin on the Bowden cable from the bottom of the gas strut. You may find a pair of pliers useful to hold the locating pin while you disconnect it from the gas strut. Then disconnect the Bowden cable from the activation lever. Re-fit the new Bowden cable – first to the activation lever, then to the bottom of the gas strut. If necessary, re-tension the Bowden cable using a screwdriver and pliers to tighten or loosen it from the locating pin at the bottom of the gas strut.

## Replacing the Tilt-in-space actuator (electric only)

Remove the two bolts and nuts holding the actuator in place. The top nut is difficult to get to, so a small ratchet spanner will be needed. Fit the new actuator to the brackets ensuring the nyloc nuts are tightened such that there is still movement on the pivot points. Plug the cable into the control box, fold spare cable and clip to the main frame.

## Replacing the legrest actuator (electric only)

Remove the two bolts and nuts holding the actuator in place. Remove the plug from the control box. Fit the new actuator to the brackets ensuring the nyloc nuts are tightened such that there is still movement on the pivot points. Plug the cable into the control box, fold spare cable and clip to the main frame.

## Replacing the handset (electric only)

Remove backrest cushions. Remove plug from control box and pull cable through from above the seat base. Pass new handset cable through gap between seat base and backrest and plug into control box. Route cable up backrest behind cushions and hook handset on to handle bar. Cable may be routed either side of backrest as required. Refit cushions.

## Replacing the Control Box (electric only)

The control box is mounted underneath the seat base. There are two sealed batteries inside the box. To replace these batteries, remove the top of the box by releasing the four plastic clips. Disconnect the battery connections and replace the batteries. To remove the complete control box, remove the four screws holding the box to the underside of the seat base.



### Caution!

The batteries in the Care Electric contain corrosive material.

## Upholstery care

- Small dust and dirt particles can increase wear and tear of the fabric and dull the surface appearance, therefore we recommend that you brush the chair regularly using a soft brush or lightly vacuum.
- Accora cannot be held responsible for any damage caused by cleaning.
- The chair should not be exposed to direct sunlight for long periods of time as this will cause your upholstery to fade. If your furniture is positioned where it is exposed to sunlight for prolonged periods, ensure any curtains and blinds are drawn for protection.
- Ensure your furniture is protected from sharp objects or buckles as these may cause the fabric to snag. If this occurs do not pull the thread, carefully trim it with scissors.
- Do not allow animals onto the chair as their claws may cause damage to the fabric. Animals also have a degree of oil in their coats, and this may transfer to the upholstery causing premature wear.
- The armrests are designed for resting of arms only. Do not sit on them as this could cause structural damage to the product.

## Regulations

### Vapour permeable fabric (on seat base and legrest)

<b>Composition</b>	Black fabric		
COATING	125	g/m <sup>2</sup>	
FABRIC	130	g/m <sup>2</sup>	
TOTAL	255	g/m <sup>2</sup>	± 20 g/m <sup>2</sup>

### TENSILE STRENGTH according standard : ISO 1421

	daN/ 5 cm
Warp	> 45
	daN/ 5 cm
Weft	> 24

### ELONGATION

Warp	> 175%
Weft	> 290%

### TEAR STRENGTH according standard : ISO 4674

	daN/ 5 cm
Warp	> 2,7
	daN/ 5 cm
Weft	> 3,0%

**ELONGATION AT 30N TENSILE STRENGTH**

Warp > 25%  
Weft > 70%

**HYDROSTATIC HEAD according standard : ISO 1420**

> 200cm

**HYDROLYSIS according Jungle test**

after 3 weeks : no loss of quality

**FLEX RESISTANCE according standard : ISO 5402**

at 200000 : no loss of quality

**IS TREATED**

FIRE RESISTANT BS 7175 Crib 5 Centexbel rapport 46643 (29/07/05)

ANTI BACTERIE Sanitized Clariant Benelux (licence nr. 1231.99)

**WATERVAPORPERMEABILITY according standard : ASTM 96-66**

500 g/m<sup>2</sup> - 24 h at 38°C

Centexbel rapport 46644 (27/07/05)

**BIOCOMPTABILITY according standard : 10.993-10**

Report : LEMI/MARTILLAC - non allergic

**Standard foam**

The standard foam used in the chair (Kovafoam CME-3025) has been tested at FIRA International Limited and successfully satisfied the requirements from:

Schedule 1 part 1 of the Furniture and Furnishings (fire) (safety) regulations 1988, amended 1989 and 1993 (based on BS 5852; 1982 part 2). Report reference: TFFLF16293

**Visco foam**

The Visco foam on the Configura® meets the requirement of the furniture and furnishings (fire) (safety) regulations 1988.

**Fabric for removable side covers**

Design name: Various  
 Manufacturer: Panaz  
 Collection: Cadet Contemporary  
 Quality: WW901 – WW904 Cadet Contemporary  
 Composition: coating: 98% PVC 2% PU, substrate: 67% polyester 33% cotton  
 Weight: 720G/M<sup>2</sup>  
 Width: 137CM  
 Suitable applications: contract upholstery vinyl  
 Market sector: healthcare, leisure  
 Abrasion: 100,000+ Martindale abrasion rubs  
 Colour fastness: 5+  
 Flammability: BS582 PART 2 SOURCE 5 (CRIB)  
 EN1021.1/2  
 NFPA 260

**Main frame black fabric**

Composition: 94% PVC, 6% Polycotton  
 Abrasion: 40,000+ Martindale abrasion rubs  
 Width: 140cm  
 Flammability: crib 5

**Cleaning recommendations:**

- Clean and care for the fabric on a regular basis and it will maintain its condition and appearance. Most stains can be removed by wiping clean.
- The new generation of Microfibre cleaning cloths are extremely effective without soap for general care and maintenance.
- Wipe clean regularly with a damp cloth to remove dust particles and light soiling.
- Remove spillages promptly (within 15 minutes) with an absorbent dry cloth.
- For general soiling, use a soft brush with care to avoid abrasive damage to surface and tepid soapy water (non-alkaline). Rinse clean with clear water. Dry with an absorbent cloth.
- Bodily fluids should be removed promptly (within 15 minutes) with cold water then cleaned as above.
- Extreme soiling/infection control use a 5% Sodium Hypochlorite (Bleach) solution.
- Do not machine wash or dry clean.
- Do not apply other chemicals such as polish, solvents or stain removers.

## Weight and dimensions

**Weight (please note these are approximate)**

Complete chair	58kg
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**Dimensions (please note these are approximate)**

**In normal sitting**

Height	122cm
Width	70cm
Depth	115cm
Backrest height from seat base	80cm
Floor to top of arms	76cm
Arm height from seat base	20cm

**In tilt**

Height	110cm
Width	70cm
Depth	120cm

## Guarantee

The warranty period for Configura® Care is 12 months, covering parts only. Any issues regarding warranty should be addressed in the first instance to your provider. To report a problem, please contact us on the details below.

## Contact details

Accora Ltd., Charter House, Barrington Road, Orwell, Cambridge SG8 5QP  
 T: 01223 206110, F: 01223 206120, E: [configura@accora.uk.com](mailto:configura@accora.uk.com)



Configure



Deliver



Adjust



Recycle



Training



Charter House  
Barrington Road  
Orwell  
Cambridge  
SG8 5QP

T: 01223 206100  
F: 01223 206120  
info@accora.uk.com  
www.accora.uk.com

Registered to ISO 9001:2008