



Your New Power Wheelchair:

Your new power wheelchair is a means by which you can enjoy greater mobility and independence. It also requires a certain degree of maintenance on your part to ensure proper performance and safety. Without regular maintenance, a power wheelchair like an automobile, can perform poorly. Poor wheelchair performance cannot only be an inconvenience, but can hinder your ability to complete activities independently. Keep contact numbers handy, read your Owner's Manual and be proactive by conducting the regular maintenance listed on this form.

Your Medical Equipment Supplier: _____

Your Contact Person: _____

Your Wheelchair: _____

Make: _____

Model: _____

Serial Number: _____

Manufacturer's Toll Free Number: _____

Date of Delivery: _____

Public Para-transit: _____

Additional Information: _____

Upon Receipt of your New Power Wheelchair:

- Thoroughly read the Owner's Manual
- With assistance or supervision, transfer in and make sure you are positioned comfortably.
- Make sure you are able to access the driver control(s) (joystick, head array, etc.) and operate powered seating functions, environmental controls, and/or augmentative communication devices if applicable.
- With an assistant, take chair for a test drive.
 - Navigate slowly and become familiar with the basic operation.
 - Navigate thresholds, inclines and decline.
 - Ensure smooth operation in tight environments (turning, stopping, reversing).
 - Have your medical equipment supplier/therapist modify wheelchair speed, response, etc. as needed through programming parameters.
- If you have powered seating functions (tilt, recline, elevate, power elevating legs), put them through a positioning cycle to make sure operation is smooth and appropriate.

Maintenance Tips For Your Power Wheelchair



Every Day:

- ❑ **Before Transferring into or out of the Device:**
 - Always turn the wheelchair OFF
- ❑ **Listen to your Motor:**
 - Become familiar with the sounds it makes—what is “normal”
- ❑ **Charge your Batteries:**
 - Never allow your battery to run down entirely.
 - If your batteries are having difficulty keeping a charge, have your chair serviced as soon as possible.
 - The issue may not be with your batteries, but with the electronics.
- ❑ **Wipe down the seat and frame with a dry or slightly damp, soft cloth:**
 - Keep dust and grime to a minimum.
- ❑ **IMMEDIATELY clean up moisture and spills:**
 - DO NOT: allow moisture of any kind (urine, vomit, water, soda, juice, milk, alcoholic beverages, etc.) to come in contact with electric parts
 - Urine and soda pop are especially corrosive to electronics components
 - DO NOT: leave power wheelchair in a rain storm, use power wheelchair in a shower, leave power wheelchair in a damp area for any length of time, take power chair through a car wash or “power wash”
 - If significant fluid exposure to the electronics appears to have occurred, use of device should be discontinued. The device should then be examined by a service professional.
 - If incontinent, be vigilant regarding the clean up of fluids coming into contact with the power wheelchair base and seating system.
- ❑ **ALWAYS keep protective plastic covers (“shrouds”) in place:**
 - Shrouds do not only add to the aesthetics of your chair, but in addition will help protect your electronics from exposure to moisture or fluid spills.
 - If the shroud becomes damaged it should be replaced.
- ❑ **Inspect upholstery for rips.**
- ❑ **Headrest/armrest/footrest are properly adjusted.**

Inspect/Adjust Monthly/Periodically:

- ❑ **Wheelchairs should be examined during maintenance for signs of corrosion due to exposure to fluids (water, soda, alcohol, bodily fluids, etc.).**
 - Electrical components damaged by corrosion should be replaced IMMEDIATELY.
- ❑ **Checks wheels for cracks and wear. Replace if necessary.**
- ❑ **Inspect seat-positioning strap for any signs of wear.**
 - Ensure buckle latches and verify hardware that attaches strap to frame is secure and undamaged. Strap should be in good condition and free from tears or fraying. Replace if necessary.
- ❑ **Inspect electrical components for apparent signs of corrosion. Replace if corroded or damaged.**