

# Instructions for use

## Flexo

5100 5199

Shower-toilet chair



**Important:**

Read these instructions carefully before using the Flexo!

Date first used .....



User .....

Name .....

Address .....

**Manufacturer**

Lopital Nederland B.V.  
 Laarakkerweg 9  
 5061 JR Oisterwijk  
 The Netherlands  
 T +31 (0)13 5239300  
 F +31 (0)13 5239301  
 www.lopital.com  
 info@lopital.nl

Notes on symbols	
	Read the instructions for use before use.
	Note.

# Contents

1.	Introduction.....	21
1.1.	Introduction.....	21
1.2.	Safety.....	21
1.3.	Warranty.....	23
2.	Use.....	23
2.1.	First use.....	23
2.2.	Working with the Flexo.....	24
3.	Operation.....	25
3.1.	Wheel blocking.....	25
3.2.	Footrest.....	25
3.3.	Armrest with front closure.....	27
3.4.	Moving upwards / downwards.....	28
3.5.	Toilet function.....	28
3.5.1.	In combination with toilet.....	28
3.5.2.	Use of a bedpan or bucket.....	29
4.	Cleaning and maintenance.....	30
5.	Storage and transport.....	31
6.	Removal of parts.....	32
7.	Technical Specifications.....	32
7.1.	Structure.....	32
7.2.	Drive.....	32
7.3.	Dimensions.....	32

# 1. Introduction

## 1.1. Introduction

The height-adjustable shower and toilet chair Flexo is a medical device for caring for and washing clients in an ergonomically responsible manner. Comfort is the primary consideration for both the client and the carer.

The Flexo can also be used as a toilet chair, in combination with a bedpan / bucket or a toilet. The Flexo comprises a base frame and chair component. The chair component provides the same comfort as a regular chair and offers the same degree of support. The chair component can be hydraulically adjusted in height, in relation to the base frame. The Flexo is thus a multifunctional device. These functions are essential performance of the chair.

The average technical life of the Flexo is 10 years, assuming it is cleaned daily and regularly maintained according to the maintenance schedule supplied (*See: Chapter 4 Cleaning and Maintenance*).

*The Flexo is a class 1 product with CE-marking. This marking corresponds with directive 93/42/EC and the revised directive 2007/47/EC for medical devices of 21 March 2010.*

## 1.2. Safety

**A failure to comply with the following safety points and the further definitions in these instructions for use could lead to hazardous situations. Please read carefully before use.**

### *Use*

- Make sure that the Flexo brake is applied before transferring clients.
- Notify the client before moving the Flexo.
- When the chair is moving upwards or downwards do not place feet on the sub-frame; this will prevent any jamming issues.
- Close the armrests with front closure before moving the Flexo upwards.
- Make sure that the client always places his / her arms on the appropriate armrest in order to avoid anything becoming jammed.
- Keep the armrests or front closure down / closed when moving the Flexo.
- Be aware of obstacles when moving upwards and downwards.
- Only relocate and move the Flexo in the lower position.
- When moving the Flexo, do not adjust upwards or downwards.
- Always try to move backwards over obstacles (rather than forwards).



- Set the Flexo to the correct height before using with a toilet.
- It is not permitted to charge the Flexo with more than 150 kg / 330.7 lbs.
- The Flexo may not be used to transport loads other than people.
- Only use original parts, supplied by Lopital.
- Use the Flexo in a clean and tidy working environment.
- Only verifiably authorised personnel is allowed to work with the Flexo.
- Swimming pool locations are not considered to be 'normal conditions' and will substantially shorten the lifespan of certain components.
- During use of the Flexo, the water temperature may not exceed 43°C / 109°F.



### Maintenance

- The Flexo must be inspected and serviced at least once a year.
- Servicing and maintenance of the Flexo may only be carried out by persons authorised by Lopital.
- Constructive components of the Flexo may only be replaced by suitably authorised Lopital personnel.
- If erroneous use, transport, an accident or improper maintenance leads to deformation of the Flexo, it may no longer be used and you must contact the supplier.

In the event of breakdowns, you must contact Lopital or your local supplier.

E-mail: [service@lopital.nl](mailto:service@lopital.nl)



**The Flexo shower / toilet chair must only be operated by persons who have been sufficiently trained and expert personnel who have experience working with the target group.**



**The Flexo must be used in a clinical setting.**



**Making changes to the construction could affect the safety of the Flexo. This will also lead to Lopital's liability and warranty conditions being invalidated. As a result, the Flexo will no longer comply with the guidelines for medical devices.**

### 1.3. Warranty

Lopital products are guaranteed for 2 years with respect to construction and / or material faults. In the event of varying warranty terms, the exact period will be indicated on your invoice; this also serves as the warranty itself.

Components that are subject to wear and tear will not fall under warranty unless there are clear construction and / or material faults.

## 2. Use

### 2.1. First use

Before you use the Flexo, you must check to ensure the components on page 22 are present. These components can be replaced by authorised individuals in the event of damage. These components are the applied parts of the Flexo. These components may come into contact with the user(s) while the Flexo is in use.

## 2.2. Working with the Flexo

### Step 1

Fold the armrests up or turn the front closure downwards  
(See paragraph 3.3 *Armrest with front closure*).

### Step 2

If necessary, fold the foot plates up or turn the footrests away  
(See paragraph 3.2 *Footrests*).

### Step 3

The Flexo must be put on the brakes before transferring persons  
(See paragraph 3.1. *Wheel blocking*).

### Step 4

The client can take a seat in the chair. Support the client if necessary.

### Step 5

Place both feet on the footrests and calves against the calf-supports  
(See paragraph 3.2 *Footrests*).

### Step 6

Close the armrests once the client has taken a seat in the chair  
(See paragraph 3.3 *Armrest with front closure*).

### Step 7

Notify the client about the processes you will be carrying out.

### Step 8

Take the chair off the brake when you wish to move it  
(See paragraph 3.1. *Wheel blocking*). **Always move the chair in the low position.**

### Step 9

When you wish to move the chair upwards / downwards, you must apply the brake  
(See paragraph 3.4. *Moving upwards / downwards*).



## 3. Operation

### 3.1. Wheel blocking

- The brake can be applied on the Flexo by pushing the blue lip (1) on the wheel downwards (See figure 1).
- In order to take the Flexo off the brake, the same lip on the wheel must be moved upwards by tapping the upper side of the lip (2) (See figure 1).

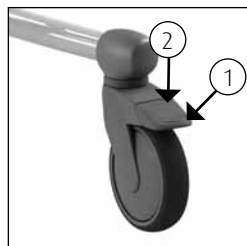


Figure 1 Swivel wheel.

*Option:* Steering wheel left front (article number: 75560025).

### 3.2. Footrest

- Before the client takes a seat in the Flexo, the foot plates must be folded upwards. This will ensure there is sufficient space for the person to easily take a seat in the chair (See figure 2). If more room is required, the foot rests can be turned out (See figure 3). First, the foot rests must be slightly raised (1) and then they can be turned outwards (2).
- The carer or the client first raises one leg; the carer can then fold the foot plate down (See figure 4). The same procedure is then carried out with the other leg.



Figure 2 Folding up foot plates.

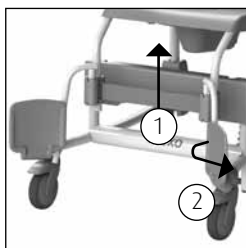


Figure 3 Turning out footrest.



Figure 4  
Folding down foot plates.



**Always replace this component on the chair when you have finished using it. This will avoid the component being lost.**



*Option: Comfort leg support (Article number 6960 8026).*

The comfort leg support provides the legs with additional support. The comfort leg support can be adjusted in length as well as according to the sitting angle. The angle of the leg support can be adjusted to 4 positions, as shown in figures 5, 6, 7 and 8. To change the seating angle, you have to release the locking pin. When you have determined the correct position, lock the sitting angle of the comfort once again (see Figure 9). **Make sure that the locking pin slips in well into one of the 4 holes.**

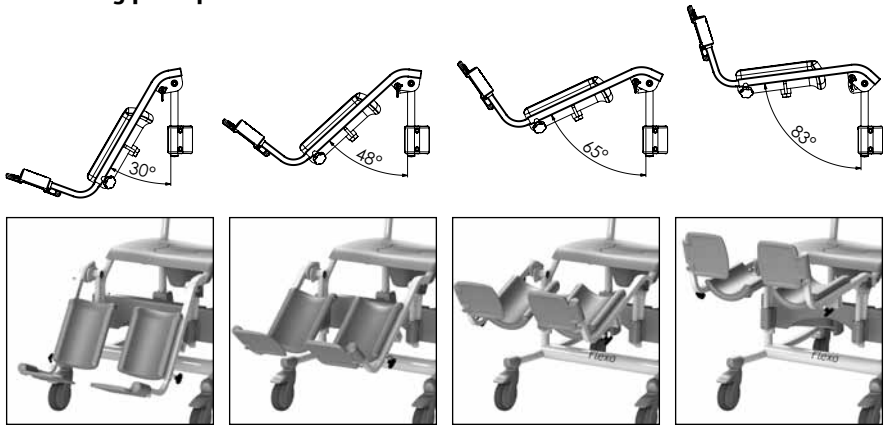


Figure 5 to 8: Adjustable seating angle.

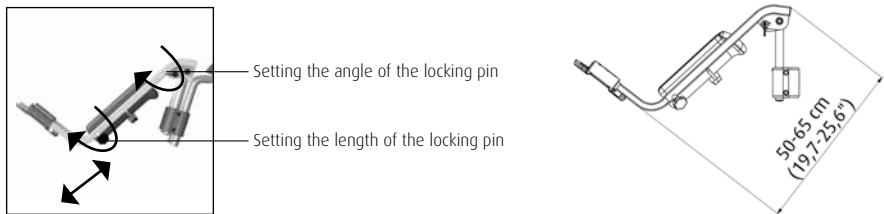


Figure 9: Locking pins.

To adjust the length of the leg support, you have to release the locking pin underneath by loosen it a bit (see Figure 9). Choose the right length for the leg support and tighten the locking pin again.



**Make sure that both the sitting angle and the length of the leg support are locked properly as soon as they have to support a load.**



**Always place these parts on the seat as soon as you finish using them. This prevents you from looking for the parts.**

### 3.3. Armrest with front closure

- If the client has taken a seat on the Flexo, the armrests with front closure can be folded down; these are then turned for the person concerned.
- The armrests with front closure are secured in a horizontal position.
- The armrests can be unlocked by pressing the security catch at the hinging point on the frame (See figure 10). The armrest can then be turned up for the client and folded up.
- Always protect the client when folding the armrests up or down.
- The armrests can also be used as a support when taking a seat or standing up. Be aware that the armrests are not locked in all positions.

*Option: Armrest with dual locking (Article number: 68405661).*

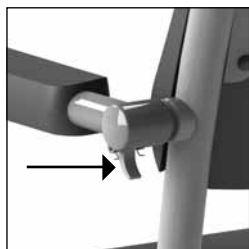


Figure 10 Armrest.



Figure 11  
Armrest with dual locking.



Figure 12 Armrest turned out.

- The extra lock ensures that the front closure is also locked when turned away (See figure 12).

*Option: Right armrests (Article number: 6830 5650).*

The independent folding armrests are easy to fold up. Protect the user when moving the armrests upwards and downwards. In the folded up position, they should not fall back down by themselves; in other cases: consult your supplier.

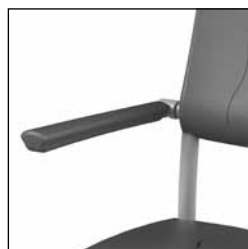


Figure 13 Right armrest.



**When folding the armrest away, avoid the hinging point so as to avoid becoming jammed.**



**When folding the armrests away, avoid fingers or body parts becoming jammed between the armrest and the back support.**



**The armrest or front closure must not be used as a lever arm (e.g. when moving the chair over an obstacle) or as a push / pull bar. You must not sit on it either. This could damage the Flexo and / or present a hazard.**

### 3.4. Moving upwards / downwards

#### *Moving upwards*

- If the client is seated in the chair, first apply the brakes to the wheels and then move the chair upwards.
- The chair will move upwards if you depress the long part of the foot pedal gently and evenly (See figure 14).
- During use of the pedal, the carer will stand by the long edge of the Flexo so that the carer cannot twist their upper body away from their feet.
- During the upward movement, maintain contact with the client.

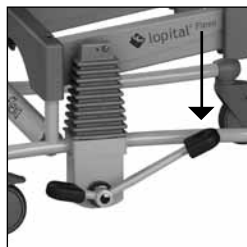


Figure 14 Moving upwards.



**When moving upwards, the position of the chair will tilt from 3° to a maximum of 15° backwards.**

#### *Moving downwards*

- The chair component is moved downwards by depressing the short part of the foot pedal (See figure 15).
- The chair component lowers under the influence of gravity. The lowering speed can be modified by keeping the pedal gently depressed.
- During the downward movement, maintain contact with the client.

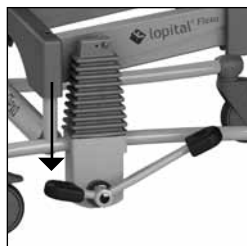


Figure 15 Moving downwards.



**Before moving the chair downwards, check to ensure there are no persons or objects in the vicinity of the chair.**

### 3.5. Toilet function

#### *3.5.1. In combination with toilet*

- The Flexo can also be moved over the toilet.
- Remove the lid on the seat before the person sits down in the chair.
- Once the person has taken a seat and the armrests are closed, the carer must move the Flexo to the appropriate height.
- Move the Flexo, if necessary, upwards or downwards to achieve the right position.

- The Flexo can now be moved backwards over the toilet.
- Lower the Flexo, if necessary, to achieve the right position.



**The Flexo does not fit over every toilet.**

*3.5.2. Use of a bedpan or bucket*

- If the Flexo is being used as a toilet chair, the special guides under the seat can be used to accommodate a stainless steel / plastic bedpan or bucket.
- The bedpan or bucket is slid in from the back of the chair (See figure 16).
- If you are using the Lopital plastic bedpan, you must slide it as far forwards as possible (See figure 17).
- If you are using a stainless steel bedpan or bucket, the bedpan can be placed in 2 positions under the seat. At the front of the seat (See figure 18) or at the back of the seat (See figure 19).

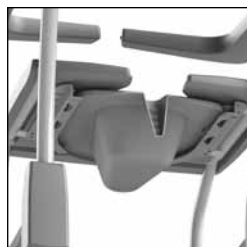


Figure 16 Bedpan.



Figure 17 Lopital plastic bedpan.

**In order to avoid injuries, we advise the carer to remove the lid from the seat and insert the bucket or bedpan before the client takes a seat on the chair.**

**The Lopital plastic bedpan, stainless steel bedpan and bucket must be cleaned and disinfected after use, for example in a bedpan washing unit.**

**If the Lopital plastic bedpan, stainless steel bedpan or bucket has been used, it must be removed from the chair before the chair is moved or adjusted in height.**



Figure 18 Stainless steel bedpan, front.




Figure 19 Stainless steel bedpan, back.

## 4. Cleaning and maintenance

The Flexo must be cleaned after every use, with water and regular household cleaning agents. Remove excess soap residues. PUR integrated foam components with IMC coating should be rubbed clean and disinfected. Do not use any abrasive or other aggressive cleaning products (e.g. chlorine bleach). Practical experience has shown that regular household cleaning agents with limited alcohol content (max. 5%) are most suitable for this purpose. The product Neoquat combi® is recommended for disinfection purposes (on the basis of long-term testing). If necessary, the PUR components can be cleaned with a solution of 70% ethanol or propanol.

You must ensure that both the disinfecting and cleaning processes involve the components being rubbed and not just submerged. The time the products must be left on the components has a significant impact upon the lifespan of the PUR components. As a result of the material properties of PUR, contact with sharp objects must be avoided. This could lead to damage or tears in the material. Finally, we would like to point out that non-critical parts of the PUR components must also be cleaned and decontaminated.

Check the wheels regularly for hairs, dust and soap residues and remove when necessary. Maintenance and repairs to the Flexo may only be carried out by authorised personnel.

Maintenance schedule	
<b>After every use</b>	<ul style="list-style-type: none"> <li>• Clean chair with water and regular household cleaning products.</li> </ul>
<b>Daily</b>	<ul style="list-style-type: none"> <li>• PUR foam components must be cleaned and disinfected.</li> <li>• Check to ensure all parts of the Flexo are present, including the footrests and removable parts of the seat.</li> </ul>
<b>Weekly</b>	<ul style="list-style-type: none"> <li>• Clean frame.</li> <li>• Check wheels for hairs, dust and soap residues and remove if necessary.</li> <li>• Check that the chair is still working correctly.</li> </ul>
<b>Annually</b> 	<ul style="list-style-type: none"> <li>• According to the guidelines for medical devices, a chair must be maintained in line with the manufacturer's instructions. This process will preferably be carried out by Lopital or another authorised body. Lopital offers the option of having the chair thoroughly inspected and serviced once a year via Periodic Preventative Maintenance.</li> </ul> <p>For more information about the maintenance contract, please contact Lopital (<a href="mailto:service@lopital.nl">service@lopital.nl</a>) or speak to your supplier.</p>

## 5. Storage and transport

During transport and storage, the ambient conditions must remain moderate. In other words, the temperature should remain between -40 and +55 degrees Celsius (-40 to 130 degrees Fahrenheit) and humidity levels should be kept as low as possible. Vibration during transport must be kept to a minimum in order to avoid damaging the hinged mechanisms on the chair.

## 6. Removal of parts

All parts that are replaced or removed can be sent back to Lopital BV. You may also offer the parts to the engineer for destruction. We will ensure that all parts are processed in an environmentally-friendly manner.

## 7. Technical Specifications

### 7.1. Structure

Frame:	stainless steel and steel tubes and plates that are equipped with a 2-layer powder coating
Hinge points :	stainless steel, cover caps made of plastic V0
Wheels:	plastic, Ø 12.5 cm / 4.9 inch dual blocking facility
Body support :	PUR (polyurethane).
Weight:	39 kg / 86 lbs
Maximum permitted load :	150 kg / 330.7 lbs
Weight comfort leg support:	3.6 kg / 7.9 lbs per unit

### 7.2. Drive

Integrated hydraulic pump

### 7.3. Dimensions

Surface area:	71 cm / 28 inch wide, 103 cm / 40.6 inch deep
Seat height:	Adjustable: minimum 50 cm / 19.7 inch, maximum 105 cm / 41.3 inch

