



# User Manual Brookfield

Doc Ref 999-1-02 – en-gb -REV 4  
19-05-25

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## 1.0 Introduction



This user manual should be kept safe for future reference.



Please read and understand this manual in its entirety before using your Brookfield Chair.

The information in this manual is important for the safety of anyone near the chair and must be read and understood to help prevent injuries. It is also crucial to the proper operation and maintenance of the Brookfield chair.

Should any questions arise from reviewing this manual, contact your local authorised representative.

Failure to comply with warnings in this manual may result in injury to the operator and/or client and/or damage to the chair or related components.

If, during the use of this device or because of its use, a serious incident has occurred please report it to the manufacturer and to your national authority.

Store this manual with the documents included with the Brookfield chair. The contents of this manual are subject to change without prior written notice.



Unauthorised modifications on this product may affect its safety. The manufacturer will not be held responsible for any accident, incident or deficiencies of performance that occur because of any unauthorised modification to its products.

## 1.1 Manufacture

The chair is manufactured at the address below:



Smirthwaite  
16 Wentworth Road, Heathfield, Newton Abbot TQ12 6TL  
Telephone number: 01626 835552

## 1.2 European Authorised Representative
















The address of the European Authorised Representative for this product:



European Healthcare & Device Solutions (Ireland) Ltd.  
Stratton House, Bishopstown Road,  
Cork, Ireland.  
T12 Y9TC.  
Telephone number: +353(86)2280846.

### 1.3 Symbols Used

The Table below includes all Symbols from BS EN ISO 15223-1:2021 found in this Manual and on the Product and what they represent. Refer to this Table when you are unsure of what a symbol represents.

			
Place of Manufacture	Country of Manufacture	Serial number	Catalogue number
			<b>SWL</b>
Medical Device	CE Marking	European Authorised Representative	Safe Working Load
			
For internal use only	Packaging indicator – Keep dry	Do not use if package is damaged	Packaging indicator – This way up
			<b>IP<sub>N<sub>1</sub></sub>N<sub>2</sub></b>
Fragile, handle with care	Please observe local laws on recycling.	Non-sterile	Degree of ingress protection provided by an electrical enclosure against foreign substances e.g. water and dust.
			
Temperature range	Humidity range	Atmospheric pressure limitation	Consult instructions for use.
	<b>UK CA</b>		
Caution – see instructions for use	UK Conformity Assessment Marking	Type 'B' applied part	Type 'BF' applied part.

## 1.4 Contraindications/Limitations

Contraindications of the chair include:

There are no known “contraindications” associated with using the Brookfield chair and its accessories, provided they are used according to the manufacturer’s recommendations and guidelines.

It is recommended that a client-specific assessment be completed by a trained and knowledgeable healthcare professional to determine the best method of transfer and use.



Smirthwaite Ltd. does not recommend a required number of operators for the use of our products. This information and recommendation can only be provided after a thorough, personalised, case-specific assessment, as many factors can influence these decisions.

Limitations of the chair include:

- The chair should only be operated by competent and trained persons.
- The chair should only be used with patients weighing under the safe working load of the chair.
- Between the chair and other accessories, the lowest safe working load of the base chair should not be exceeded.
- The chair is only to be used within the environment it is installed. The chair must only be relocated by an authorised person.
- The chair is only compatible with the allocated accessories found within this manual.
- The chair is designed for human use only. There is no other application for this product.
- The operator of the chair must always pay attention to the well-being of the patient.
- Users should not be left unsupervised during operation.
- The chair is not designed for self-adjustment. A carer must operate the chair during use.

## 1.5 Intended Purpose



For internal use only. The Brookfield chair is intended to provide postural support when seated. Professional assessment would be carried out to determine whether the product is suitable for the child’s requirements, along with any accessories. This would be carried out by a therapist.

### 1.5.1 Indications

The Brookfield Postural Support Chair is intended for children and adults aged 2 to 18 years who have difficulty maintaining postural control.

### 1.5.2 Intended User

The Brookfield has been designed specifically for children, teenagers and adults with postural support needs. Caregivers, including carers, therapists, and teaching staff, will be responsible for maintaining and cleaning the chair as per the recommended guidelines in the section ‘Cleaning’. Under their care, they will assist the users in and out of the chair and ensure their safety while seated in the Brookfield. This includes conducting safety checks, making necessary adjustments and recharging the batteries where applicable.

The Brookfield is designed to be checked and adjusted by a therapist to ensure the child is seated correctly.

The device is used under instruction, and the operation of the aid is undertaken by a trained carer. A risk assessment must be performed before using the chair to ensure safe use can be established.



You may need to seek specialist advice on how to assist some people with specific moving and handling needs. Sources of advice include but are not limited to professional bodies and organisations, occupational therapists, physiotherapists, manual handling advisers and ergonomists with experience in health and social care.

## 1.6 Safety Instructions and Warnings



Please read and understand all the statements below, for the safety of the caregivers and users, along with warranty requirements.

- The user should NOT be left unattended whilst in the chair. Always ensure a responsible therapist or carer is in attendance.
- For the initial setting up of the Brookfield, and at subsequent/future review of the child, measurements of the child's seat depth and height are required.
- The therapist should be familiar with the methods of adjustment and have completed all adjustments appropriately to meet the needs of the child, using the measurements taken before transferring the child into the chair.
- Before making any adjustments, tilt the chair slightly onto its side and ensure all castors on the mobile base are locked with the castors facing inwards.
- The therapist should be familiar with the methods of adjustment and have completed all adjustments appropriately to meet the needs of the user before transferring the user to the chair.
- Adjusting the seat height of the Brookfield is easier and safer if carried out by two people.
- If you believe the chair or any fitted accessory to be faulty at any time, do not use it – contact Smirthwaite Ltd. by telephone on +44 (0)1626 835552.
- The Brookfield chair is for internal use **only**. Smirthwaite strongly recommends that this product be used only on smooth, level surfaces.
- Always fasten pelvic straps or any other straps provided with the chair.
- Always keep this product away from naked flames, cigarettes and sources of heat, including open fireplaces, radiators, and heaters.
- **DO NOT** fit parts or accessories of other manufacturers to this product unless authorised to do so in writing by Smirthwaite Ltd. Failure to follow these instructions will not only invalidate the guarantee but could make the chair dangerous to use.
- Smirthwaite Ltd will not accept liability for any injury or damage incurred through such malpractices. Any repairs required must be carried out by Smirthwaite Ltd authorised personnel.
- Lap straps must be appropriate and safe for the user and the user's clothing. Lap straps and harnesses must be checked every time the chair is used to ensure they are fitted as prescribed by the clinician, take into account the user's clothing, and are tightened so that the user cannot sustain injury. Checking the fit of lap straps and harnesses must be done with the user in the chair and should be undertaken as soon as the user sits in the chair.
- A risk assessment must be performed before using any manufactured chair to ensure safe use can be established.
- The chair is intended to be installed on a flat and level surface before use.
- All chairs are less stable on sloping surfaces. A 5-degree slope is the maximum permitted.
- Take care during the transfer of the person; do not move the person at speed, as this increases the risk of an accident.

- All chairs are less stable when the load is moving.
- Under no circumstances should the chair be put in control of a person who has not been properly trained in the use and care of this equipment. Failure to adhere to this warning may result in serious injury to the operator and/or the individual being transferred.
- The chair and its accessories (including straps and harness) are not toys. Do not use it for unsafe practices. Do not allow children to play with the chair or any of its components. The chair should not be used for any practice except its intended use.
- In facilities where more than one operator will be responsible for using the chair, it is imperative that all such members be trained on the chair before use. A training program should be established by the facility to acquaint new operators with this equipment.
- To maintain optimum function, the chair should be inspected and maintained on a regular basis. See section 'Daily checks, Servicing and Cleaning' within this user manual.
- The chair and its accessories are intended only for the seating of a person. Smirthwaite will not be responsible for any damage caused by the misuse, neglect, or purposeful destruction of the unit and/or its associated components.
- In areas where children are likely to be present, be vigilant during use.
- Any accessories used with the chair, including the harness, should be checked to ensure that they are in good working order. Check for signs of wear to each component before use. Report any unusual wear to your local authorised dealer.
- The maximum weight capacity for the chair and its associated parts ranges from 45-150kg, depending on the size code, detailed in Table 5-1-1. Ignoring the Safe Working Load of a chair can lead to chair failure, resulting in concussion, bruises, broken bones and other injuries.
- Ensure that a clear space is maintained around the chair. Before use, check for and move all obstacles out of the way.
- Protecting the people present, visually monitor the harness (if applicable) to ensure the user is safe, always be vigilant of the user when there is no harness supporting them.
- To reduce the risk of unintended use, when the chair is not in use, remove the harness from the product to prevent entrapment or strangulation should the device be tampered with.
- Ignoring the service schedule of a chair can lead to chair failure, resulting in concussion, bruises, broken bones and other injuries.
- Ignoring the periodic checks for a chair can lead to chair failure, resulting in concussion, bruises, broken bones and other injuries.
- The chair equipped with castors is not designed as a wheelchair, so any movement while occupied should be carried out slowly and at a controlled pace to minimise the risk of injury.
- The Brookfield chair is delivered fully assembled, excluding accessories. Sizes 0-2 without bases or accessories weigh 20 kg or less and may be lifted by one person. However, added components increase the weight. If unsure whether a size 0-2 chair has additions, use a two-person lift. Sizes 3-5 always exceed 20 kg and must be lifted by two people.



## 2.0 Components/Key Parts

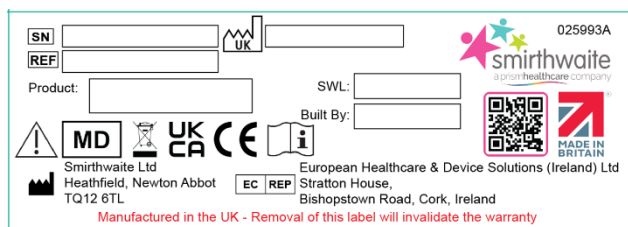
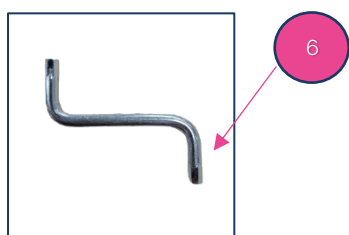
When delivered, the chair comes complete with a moulded back, contoured seat, buckle pelvic strap and height-adjustable armrests. It will be supplied fully assembled except for the attachment of any special accessories ordered. Please see below to familiarise yourself with the components of the Brookfield chair. If you have not received all the components listed below, contact your local Smirthwaite dealer immediately – contact details are provided on the last page of this manual. The supplied seat adjustment tool is the only tool required for the adjustment of the Brookfield.

Item	Description
1	Contoured Seat
2	Moulded Backrest
3	Height Adjustable Armrest
4	Leg Outrigger
5	Pelvic Lap Strap
6	Seat Adjustment Tool
7	Information Label (located bottom of the backrest)

Table 2-1



Fig. 2-1



\*Disclaimer: The label shown is for illustrative purposes only and may not represent the actual label affixed to the product. Refer to the product itself for accurate and current labelling information.

### 3.0 Compatible Accessory List

The Brookfield chair comes with a variety of compatible accessories. These accessories and part codes are listed below.

<b>Approved Accessories</b>	<b>Size 0</b>	<b>Size 1</b>	<b>Size 2</b>	<b>Size 3</b>	<b>Size 4</b>	<b>Size 5</b>
<b>Chair</b>	<b>Code</b>	<b>Code</b>	<b>Code</b>	<b>Code</b>	<b>Code</b>	<b>Code</b>
Ski & Half Footrest	SK007	SK008	SK009	SK010	SK011	SK031
Ski & Full Footrest	SK018	SK019	SK020	SK021	SK022	SK030
Reversible Footboard	FB001	FB002	FB003	FB004	FB005	FB050
Adjustable Footrest	FR001	FR002	FR003	FR004	FR004	FR105
Folding Footrest	FR014	FR015	FR016	FR017	FR017	Not available
Ferndale flip up footrest	Not available	FR024	FR025	FR026	FR026	Not available
Footplate And Straps	FP002	FP003	FP004	FP005	FP005	Not available
Independent Adjustable Footrest	4187	4187	4187	4187	4187	4287
Mobile Dolly Base	DL001	DL002	DL003	DL004	DL005	DL016
Minimum Raise Mobile Base	Not available	MB001	MB002	MB003	MB004	Not available
Kicking Board	KB006	KB007	KB008	KB009	KB009	KB015
Knee Blocks	KN001	KN001	KN001	KN001	KN001	Not available
Independent Adjustable Split Seat	Not available	SE021	SE022	SE023	SE024	Not available
Pommel	PL013	PL010	PL010	PL012	PL012	PL022
4-Point Midline Pelvic Strap	Not available	HN070	HN071	HN072	HN073	HN099
Wooden Tray	TR072	TR073	TR074	TR005	TR005	TR075
Wooden Tray with Wing Cutouts	Not available	TR008	TR009	TR010	TR010	TR011
Quick Release Tray	TR102	TR103	TR104	Not available	Not available	Not available
Tray Handrail Full Width	HR001	HR002	HR002	HR003	HR003	HR005
Tray Handrail Half Width	HR004	HR004	HR004	HR004	HR004	HR004
Quick Fix Lateral Supports (Flexi)	Not available	WG001	WG002	WG003	WG003	WG014
Quick Fix Lateral Support Wings (Fixed)	Not available	WG004	WG005	WG006	WG006	WG006
Quick Fix Pelvic Supports	Not available	WG007	WG007	WG007	WG007	WG007
Strap For Lateral Wings (Buckle Fixing)	Not available	ST020	ST021	ST022	ST022	ST042
Strap For Lateral Wings (Hook and Loop Fixing)	Not available	ST046	ST047	ST048	ST049	ST079
Brookfield Swing Away Lateral Flexi	Not available	HN069	HNB001	HNB002	HNB003	Not available
Brookfield Swing Away Lateral Fixed	Not available	HNB004	HNB005	HNB006	HNB007	Not available
25mm Spacers to Reduced Depth. Low Back	BK001	BK003	BK005	BK007	BK009	BK411
25mm Spacers to Reduced Depth. High Back	BK002	BK004	BK006	BK008	BK010	Not available
Lumbar Pad for Moulded Back	PD007	PD008	PD009	PD010	PD010	PD070
Lumbar Pad for Flat Back	PD002	PD003	PD004	PD005	PD005	PD075
Sacral Pad for Moulded Back	PD018	PD019	PD020	PD021	PD021	PD071
Sacral Pad for Flat Back	PD013	PD014	PD015	PD016	PD016	PD076
Backrest Extension Support	HT006	HT007	HT008	HT010	HT010	HT040

Headrest Fully Adjustable	HT001	HT002	HT003	HT005	HT005	HT045
Low Moulded T-Shaped Back	Not available	BK059	BK061	BK063	BK065	BK467
High Moulded T-Shaped Back	Not available	BK060	BK062	BK064	BK066	Not available
Low Flat T-Shaped Back	Not available	BK067	BK069	BK071	BK073	BK475
High Flat T-Shaped Back	Not available	BK068	BK070	BK072	BK074	Not available
Low Fully Adjustable Back	Not available	BK083	BK085	BK087	BK089	BK491
High Fully Adjustable Back	Not available	BK084	BK086	BK088	BK090	Not available
25mm Spacers to Reduced Depth. High Back	BK002	BK004	BK006	BK008	BK010	Not available
Low Moulded Back with Cut-Out Lateral Supports	Not available	BK019	BK021	BK023	BK025	BK427
High Moulded Back with Cut-Out Lateral Supports	Not available	BK020	BK022	BK024	BK026	Not available
Low Flat Back with Cut-Out for Lateral Supports	Not available	BK035	BK037	BK039	BK041	BK443
High Flat Back with Cut-Out for Lateral Supports	Not available	BK036	BK038	BK040	BK042	Not available
Four-Point Harness	HN002	HN003	HN003	HN004	HN004	HN305
Stayflex Harness	Not available	ST088	ST089	ST090	ST091	ST091
Waistcoat Harness - Small	HN009	HN009	HN009	Not available	Not available	Not available
Waistcoat Harness - Medium	Not available	Not available	HN010	HN010	Not available	Not available
Waistcoat Harness - Large	Not available	Not available	Not available	HN011	HN011	HN312
Groin Harness	HN039	HN040	HN040	HN041	HN041	HN342
Adjustable Height Push Handle (Low Back)	PH016	PH018	PH020	PH022	PH024	PH036
Adjustable Height Push Handle (High Back)	PH017	PH019	PH021	PH023	PH025	Not available
Fixed Height Push Handle	PH030	PH031	PH032	PH033	PH033	PH038
4 Glisdomes Complete with Screws	GD001	GD001	GD001	GD001	GD001	GD001
4 Mobile Legs With 75mm Castors	LG001	LG002	LG003	LG004	LG005	LG005
25mm Pelvic Cushions (Pair)	CS005	CS006	CS007	CS008	CS009	CS310
38mm Pelvic Cushions (Pair)	CS014	CS015	CS016	CS017	CS018	CS319
50mm Pelvic Cushions (Pair)	CS023	CS024	CS025	CS026	CS027	CS328
62mm Pelvic Cushions (Pair)	CS032	CS033	CS034	CS035	CS036	CS337
75mm Pelvic Cushions (Pair)	CS041	CS042	CS043	CS044	CS045	CS346
25+25mm Pelvic Cushions (Pair)	CS050	CS051	CS052	CS053	CS054	CS355
38+25mm Pelvic Cushions (Pair)	CS231	CS232	CS233	CS234	CS235	CS336
50+25mm Pelvic Cushions (Pair)	CS077	CS078	CS079	CS080	CS081	CS382
62+25mm Pelvic Cushions (Pair)	CS086	CS087	CS088	CS089	CS090	CS391
75x50mm Pelvic Wedge (Pair)	CS095	CS096	CS097	CS098	CS099	CS400
75x62mm Pelvic Wedge (Pair)	CS104	CS105	CS106	CS107	CS108	CS409
75x75mm Pelvic Wedge (Pair)	CS113	CS114	CS115	CS116	CS117	CS418
75x100mm Pelvic Wedge (Pair)	CS122	CS123	CS124	CS125	CS126	CS427

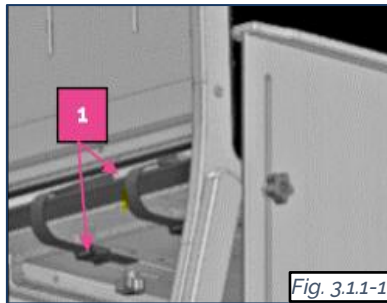
### 3.1 Attaching and Adjusting Accessories

The following sections provide clear instructions for installing, removing, and adjusting your chair's accessories. Please follow these guidelines carefully for a safe and successful assembly. If you have any doubts about the steps, do not hesitate to seek advice.

#### 3.1.1 Pelvic Straps

- To fit and remove the pelvic strap, please follow these steps:*

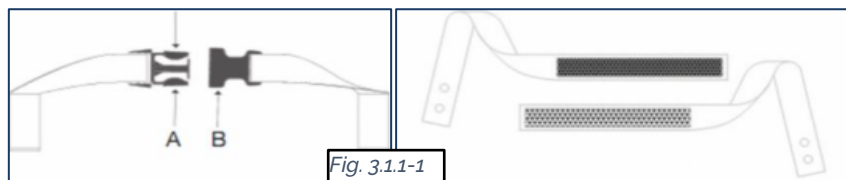
1. Insert the two ends of the straps between the chair's back and seat, then thread them through the two cam locks located underneath the seat towards the back (see Fig. 3.1.1-1, Ref 1).



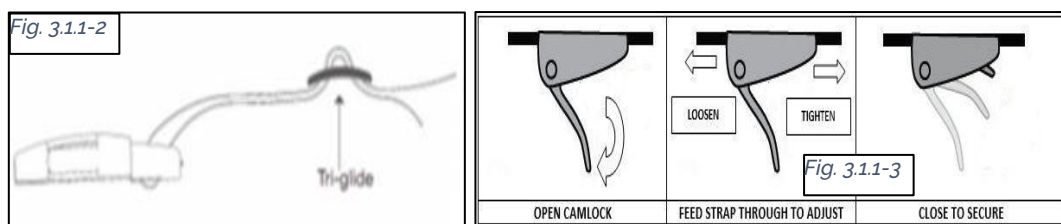
2. Secure each strap in the cam locks (see Fig. 3.1.1-3 below)
3. To completely remove the strap, open the cam locks and retract the two end straps from their positions.

- To secure and adjust the strap for a comfortable fit for the user, follow these steps:*

1. Once the user is seated in the chair, fasten the straps using the buckles or hook and loop fasteners (see Fig. 3.1.1-2). Make sure two fingers can fit between the strap and the user.



2. Adjust the strap length using the tri-glide slider to achieve a comfortable fit (see Fig. 3.1.1-2).
3. If further adjustments are needed, feed more or less of the strap through the cam-lock fasteners located underneath the seat (see Fig. 3.1.1-3).



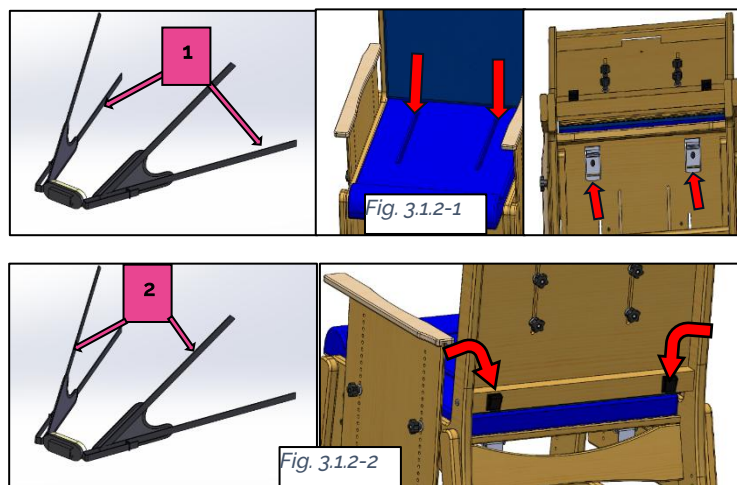
### 3.1.2 4-Point Pelvic Strap

**Note:** If the strap is specified during factory ordering, the seat base will be supplied with the necessary slots. If the strap is purchased separately, you will also need to purchase a slotted seat.



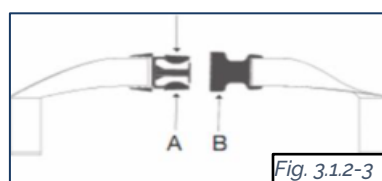
- To fit and remove the strap, follow these steps:**

1. Insert the shorter, lower ends of the strap through the two slots in the seat base. (see Fig. 3.1.2.1 ref 1)
2. Thread the strap ends through the two cam locks located underneath the seat base and fasten them securely in place. (see Fig. 3.1.2.1 & Fig. 3.1.1-2 above).
3. Pass the longer, upper ends of the straps between the chair's back and seat. Then, thread them through the cam lock and secure them in place. (see Fig.3.1.2-3 ref 2)
4. To completely remove the strap, open the cam locks and retract the straps from their position

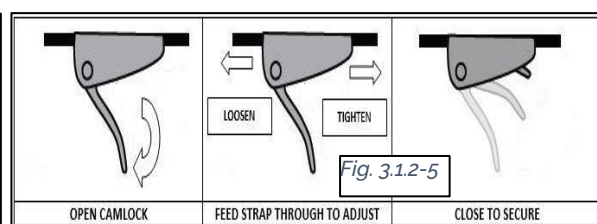
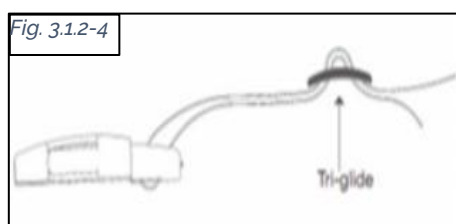


- To secure and adjust the strap for a comfortable fit for the user, follow these steps:**

1. Once the user is seated in the chair, fasten the straps using the buckles or hook and loop fasteners (see Fig. 3.1.2-3). Make sure two fingers can fit between the strap and the user.



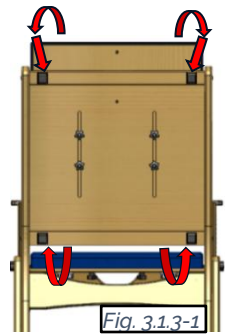
2. Adjust the strap length using the tri-glide slider to achieve a comfortable fit (see Fig. 3. 1..2-4).
3. If further adjustments are needed, feed more or less of the strap through the cam-lock fasteners located underneath the seat (see Fig. 3.1.2-5).





### 3.1.3 Four-Point Harness

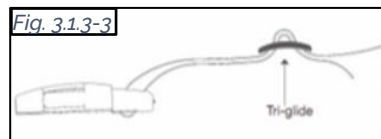
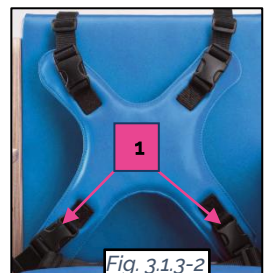
- **To fit and remove the harness, follow these steps:**
  1. Feed the top strap over the top of the chair back and the lower straps between the lower backrest and the seat (refer to Fig. 3.1.3-1)
  2. Make sure the straps are straight and untwisted and thread them through the relevant camlocks.
  3. Close each camlock to secure the harness into position (refer to Fig. 3.1.1-2 above)
  4. To remove the harness, open the cam locks and pull the straps out of their positions.



- **To secure and adjust the harness for a comfortable fit for the user, follow these steps:**

Release the lower two buckles on the harness (see Fig. 3.1.3-2 Ref 1). Lift the harness pad and fold it over the back of the chair.

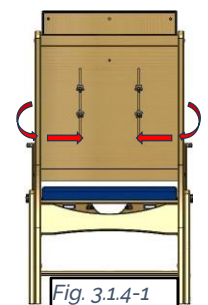
1. Place the child in the chair. Then, bring the harness pad back over the chair and the child's head. Attach the lower buckles to secure the child in place.
2. To adjust the fit, use the tri-glides along the length of the straps (see Fig.3.1.3-3).



### 3.1.4 Groin Harness

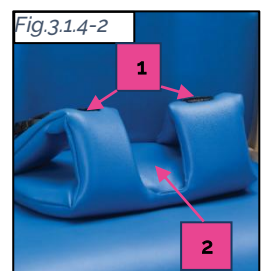
- **To fit and remove the harness to the chair, follow these steps:**

1. Place the harness on the seat of the chair and open the buckles.
2. Wrap the straps around the back of the chair (ref Fig 3.1.4-1) and re-engage the buckles.
3. To remove, follow the above instructions in reverse.



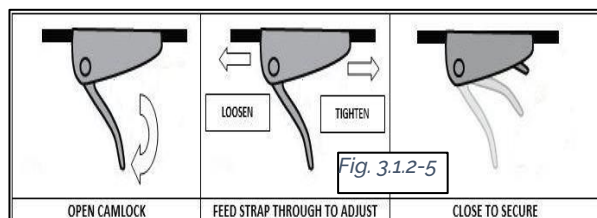
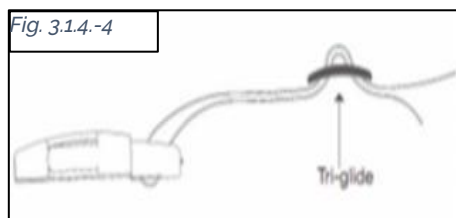
- **To fit and remove the harness to a user, follow these steps:**

1. Release the two buckles on the harness padding (see Fig. 3.1.4-2 Ref 1) and unfold the harness padding completely.
2. Place the user on the seat of the padding (see Fig. 3.1.4-2 Ref 2), then fold the arms of the harness back over the user's thighs and securely fasten the buckles.
3. To remove, follow the above instructions in reverse.



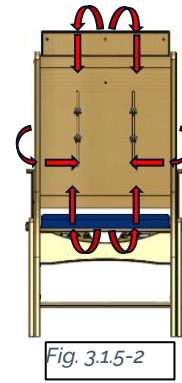
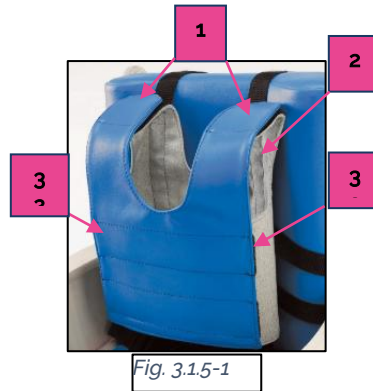
- **To secure and adjust the harness for a comfortable fit for the user, follow these steps:**

1. Adjust the strap length using the tri-glide slider to achieve a comfortable fit (see Fig. 3. 1.4-4).
2. If further adjustments are needed, feed more or less of the strap through the cam-lock fasteners located underneath the seat (see Fig. 3.1.2-5).



### 3.1.5 Waistcoat Harness

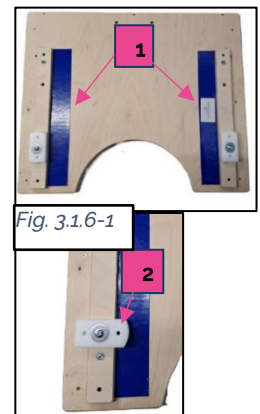
1. Place the waistcoat over the user's head, then pass each arm in turn through the relevant arm holes (see Fig.3.1.5-1 Ref 2).
2. Adjust the fit using the hook and loop fastening on top and sides of the waistcoat (see Fig 3.1.5-1 Ref 1 and 3).
3. Once the user is secure and comfortable in the harness, wrap the straps on the rear of the waistcoat around the chair and fasten them with the buckles (see Fig. 3.1.5-2)



### 3.1.6 Wooden Tray

- *To fit and remove the Tray, follow these steps:*

1. Check that the armrests are set at the same height. Adjust them if necessary to ensure they are even.
2. Hold the Tray with both hands, placing one hand on each tray side for stability.
3. Align the blue strip of the tray with the armrests and carefully slide the tray onto the armrests (see Fig. 3.1.6-1-1 Ref 1)
4. Slide the tray into a comfortable and functional position for the user.
5. Locate the turning clips on the underside of the tray and turn the clips to lock the tray into place (see Fig. 3.1.6-1 Ref 2).

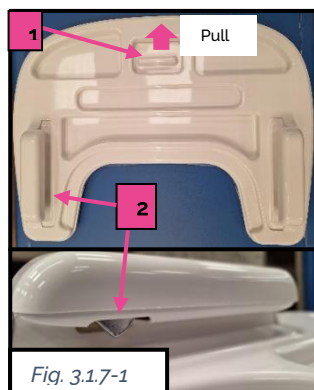


### 3.1.7 Quick Release Tray (Available in sizes 0-2)

The tray is installed and removed following the same process. Follow the instructions below to install or remove the tray.

- *To fit the Tray, follow these steps:*

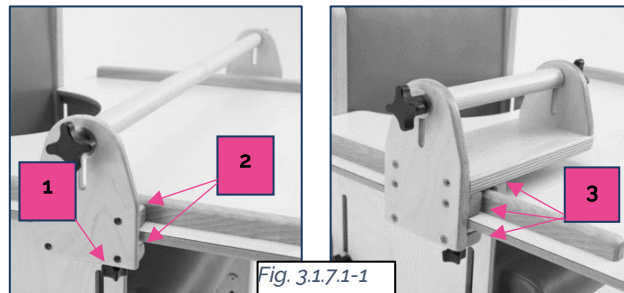
1. Locate the release handle (1), Fig. 3.1.7-1, and pull towards the front of the tray
2. While holding the handle in this position, slide the tray back onto the chair arms to your desired position.
3. To fix the tray in position, let go of the handle and the tags (2). Fig. 3.1.6-1 will drop into place.
4. The tray may need to be pulled forward or pushed backwards slightly so that the tags correctly align and engage with the notches (3) in Fig. 3.1.7-2 on the underside of the arm tops.



### 3.1.8 Tray Full and Half Handrail

#### • Attaching

1. Loosen the handwheel on the side clamp/s of the handrail (see Fig. 3.1.7.1-1 Ref 1).
2. Slide the clamps onto the side of the tray from the front. ref to Fig. 3.1.7.1-1 Ref 2 for full handrail and Fig. 3.1.7.1-1 Ref 3 for half handrail
3. To lock into position, tighten the handwheels.

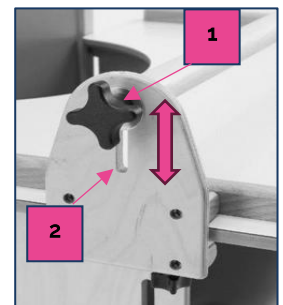


#### • Adjusting Depth

1. Loosen the handwheel on the side of the handrail under the tray (see Fig. 3.1.7.2-1 Ref 1)
2. Slide the handrail into a comfortable and functional position for the user.
3. Once in position, tighten the handwheels into position.

#### • Adjusting Height

1. Loosen the hand wheels located on the side of the handrail (see Fig. 3.1.7.2-1 Ref 1).
2. Slide the handrail to the desired height (see Fig 3.1.7.2-1 Ref 2)
3. Once in position, tighten the handwheel to secure it in place.

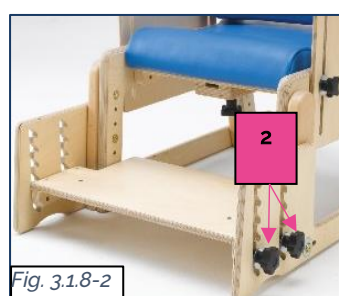
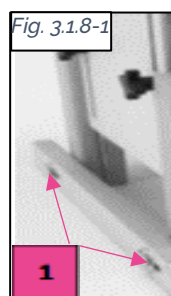


### 3.1.9 Ski & Half/Full Footrest

The ski or half/full footrests are installed and removed following the same process.

To fit the footrest or ski, follow these steps:

1. Using the four screws provided, attach the ski or footrest to the leg's outriggers on each side of the chair (see Figure 3.1.8-1.).
2. Ensure the screws are tightly fitted to ensure secure attachment.
3. To adjust the height and angle, loosen the handwheels on each side (see Fig. 3.1.8-2), then position the footrest to the desired height and angle.
4. Once in the correct position, retighten the handwheels to secure them in place.





### 3.1.10 Reversible Footboard

To fit the Reversible Footboard, follow these steps:

1. Using the four screws provided, attach the footboard to the legs' outriggers on each side of the chair (see Figure 3.1.9-1).
2. Ensure the screws are tightly fitted to ensure secure attachment.
3. To reverse the footboard, remove the four screws (see Figure 3.1.9-1), rotate the entire board (see Figure. 3.1.10.2)

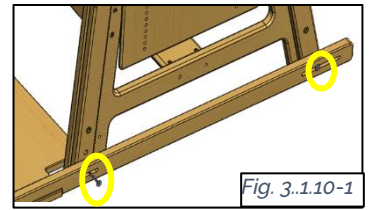
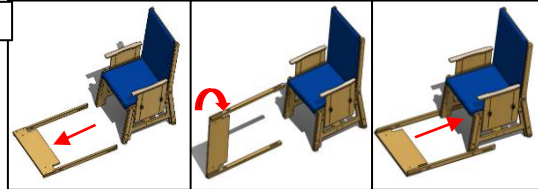


Fig. 3.1.10-1

Fig. 3.1.10-2



4. Once in the reverse position re-attach using the screw and ensure they are tightly fitted before use.

### 3.1.11 Adjustable Footrest

To fit and adjust the footrest, follow these steps.

1. To attach the footrest to the chair, slide it onto either side of the front leg's outriggers and using the provided screws secure it in place (see Fig 3.1.10-1 Ref 1)
2. To adjust the height of the angle, loosen the handwheels on each side of the footrest (See Fig. 3.1.10-1 Ref 2).
3. Position the footrest to the desired setting and then tighten the handwheels to secure it in place.

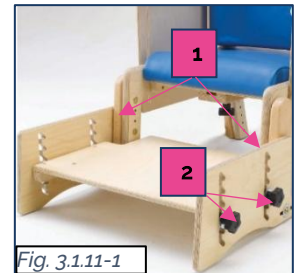


Fig. 3.1.11-1

### 3.1.12 Mobile Dolly Base

**NOTE:** The Brookfield chair is for internal use only. Smirthwaite strongly recommends that this product be used only on a smooth, level surface.

To fit the mobile dolly base, follow these steps:

1. Apply the brake to the castors on the dolly base to ensure it remains stable during installation. Refer to the Section 'Brakes' for detailed guidance on using the brake.
2. Place the chair onto the dolly base and align the front and rear legs of the chair with the corresponding block on the dolly base (see Fig. 3.1.12-1 Ref 1).
3. Using the screws provided with the dolly accessory pack to secure the four legs into position. (see Fig 3.1.12-1 Ref 2).
4. Make sure there is sufficient space at the front of the dolly for the user to rest their feet.

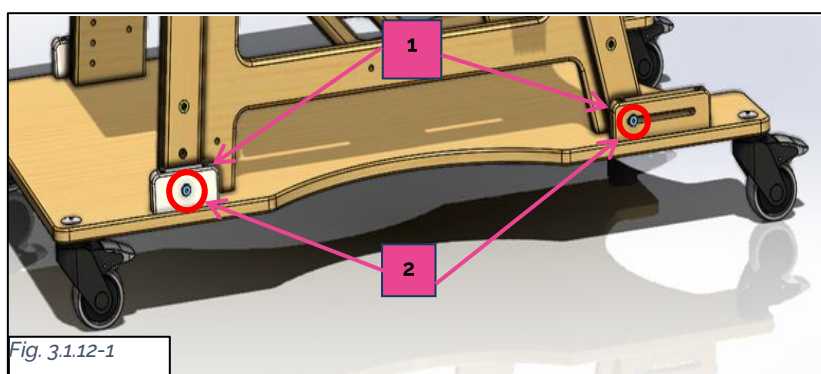


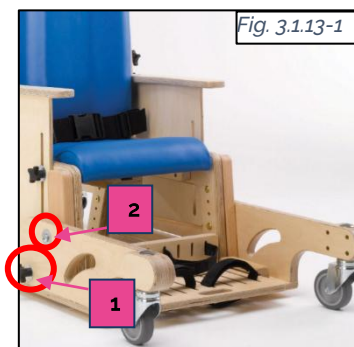
Fig. 3.1.12-1

### 3.1.13 Minimum Raise Mobile Base (Available in sizes 1-4)

**NOTE:** The Brookfield chair is for internal use only. Smirthwaite strongly recommends that this product be used only on a smooth, level surface.

To fit and adjust the minimum raised mobile base, follow these steps:

1. Apply the brake to the castors on the dolly base to ensure it remains stable during installation. Refer to the Section 'Brakes' for detailed guidance on using the brake.
2. Place the chair into the mobile base. (See Fig. 3.1.12- 1)
3. Using the 4 bolts provided with the mobile base accessory pack, secure it to the leg's outriggers. (see Fig. 3.1.8-1 Ref 1).
4. To adjust the footrest, loosen the handwheels located on the seat of the mobile base (see Fig. 3.1.8-1 Ref 2).
5. Position the footrest to the desired setting and tighten the handwheels to secure it in place.



## 4.0 Operating/Adjustment Instructions



Appropriate training in postural seating procedures should be undergone by any person operating the chair for their own and the client's safety and comfort. These instructions are designed to cover the methods of using the Brookfield.

### 4.1 Operating

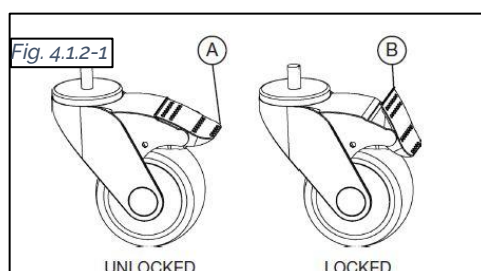
#### 4.1.1 Manoeuvring the Chair

The Brookfield sizes 4 and 5 are designed with castors, allowing transfer and manoeuvrability of the chair. To manoeuvre correctly, follow the guidance below.

1. To manoeuvre the chair, hold onto the handles and push forward. The designated handle is located behind the backrest and can be held at the comfiest location. Always use two hands to manoeuvre the chair.
2. To manoeuvre the chair in the forward direction of travel, the handle must be used.
3. To rotate the chair, ensure both hands are used on the handle to control the product. Alternatively, it is possible to rotate the chair by applying a single brake, which will allow the user to rotate the chair around the castor. This manoeuvring must be done with a smooth, slow action to avoid discomfort to the patient. See section 4.1.2 on how to activate the brakes.

#### 4.1.2 Brakes

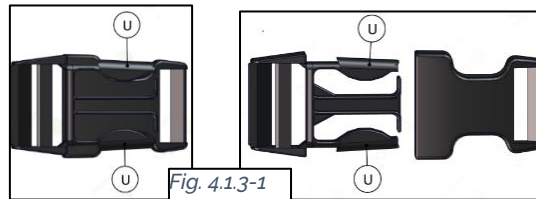
1. The Brookfield mobile chairs have four braked castors.
2. The castors should be applied when parking to avoid lateral movement and using the chair as an emergency stopping system.
3. To apply the brake, simply press the lower end of the brake pedal down with your foot.
4. To release the brake, simply press the top end of the brake pedal down with your foot.



### 4.1.3 Buckle Strap Operation

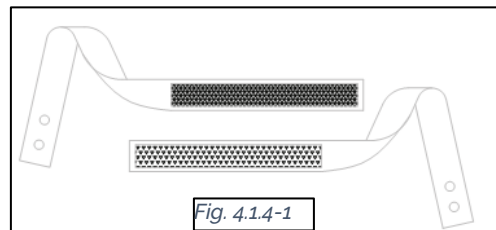
Below is a step-by-step instruction guide on how to operate the Pelvic straps. Press the areas (U) to unlock the buckle and pull the two buckle parts apart.

1. To fasten, simply reconnect the two parts – the buckle will 'click' and lock.



### 4.1.4 Hook and Loop Strap

1. Secure in place by pressing the Hook and Loop Sections of the strap together.
2. To ensure they are securely fixed, they should overlap by at least 75mm.
3. To release gently, pull the straps apart.



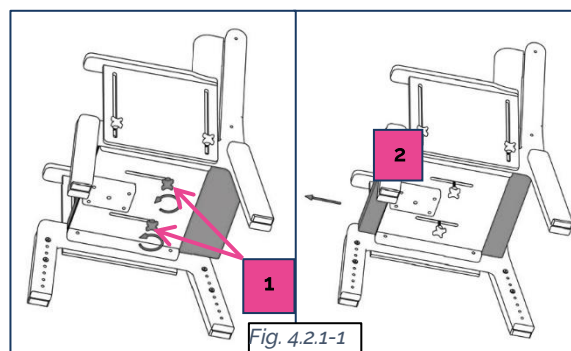
## 4.2 Chair Adjustments

The Brookfield has components that are adjustable to your requirements. See the instructions below on how to adjust these components correctly. If you are unsure of any process, do not continue and seek advice.

### 4.2.1 Seat Dept

The following steps apply to all seat options, including the split seat:

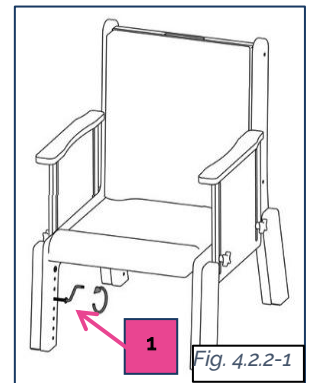
1. Loosen the handwheels located on the underside of the seat (see Fig. 4.2.1-1 Ref 1).
2. Slide the seat forwards or backwards into the desired position (see Fig. 4.2.1-2 Ref 2), allowing a 25mm gap between the back of the knee and the edge of the seat.
3. For split seat models, adjust each half independently by sliding them forward or backwards to the desired position (see Fig. 4.2.1-3.)
4. Once the seat is correctly positioned, re-tighten the handwheels to lock in place.



#### 4.2.2 Seat Height

- *The adjustment of chairs without castors.*

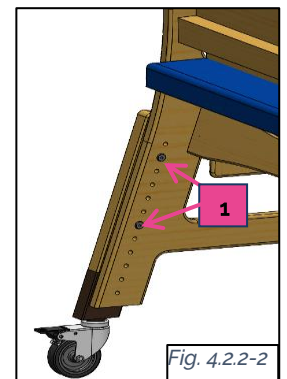
1. Locate the tool provided with the chair for adjusting the seat height.
2. Using the tool unscrew the 2 screws per leg. This will allow you to reposition the seat. See Fig. 4.2.2-1 Ref 1).
3. Move the seat to your desired height.
4. Insert and tighten the screws, making sure the seat is at the same height on each leg.
5. Place the chair on a level surface to ensure stability before use.



- *The adjustment of chairs with castors*

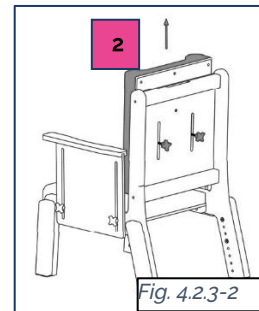
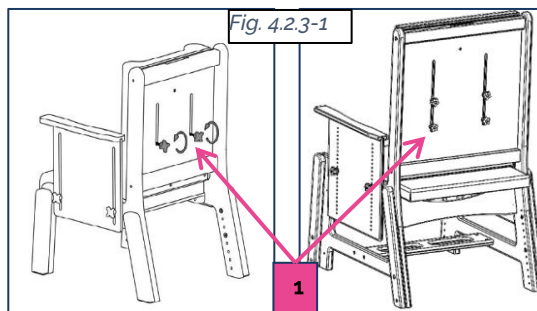
If castors (mobile outriggers) were requested at the time of order, they will already be fitted to the chair. To adjust the height, please follow the instructions below.

1. Apply the brakes to all castors to stabilise the chair during adjustment. For detailed guidance on using the brakes, refer to section 4.1.2 Brakes.
2. Using the tool unscrew the 2 screws per leg. This will allow you to reposition the seat height. (See Fig. 4.2.2-2 Ref 1).
3. Raise or lower the seat to your desired height. Ensure all legs are adjusted evenly.
4. Insert and tighten the screws, ensuring the seat is at the same height on each leg.
5. Place the chair on a level surface to ensure stability before use.
6. Disengage the castor brakes to restore mobility.



#### 4.2.3 Backrest Height

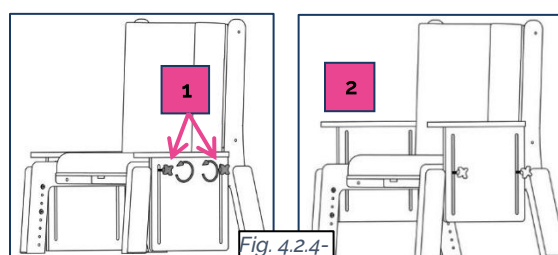
1. Loosen the handwheels located on the back of the backrests. There are 2 handwheels in all sizes, except size 5, which has 4 (see Fig.4.2.3-1 Ref 1)
2. Slide the cushion up or down to the desired position. (see Fig. 4.2.3-2 Ref 2)
3. Once in the correct position, tighten the handwheels to secure them in place.



#### 4.2.4 Armrest Height (Size 1-4)

To assist with side transfer onto the seat, the armrest can be lowered to the minimum setting.

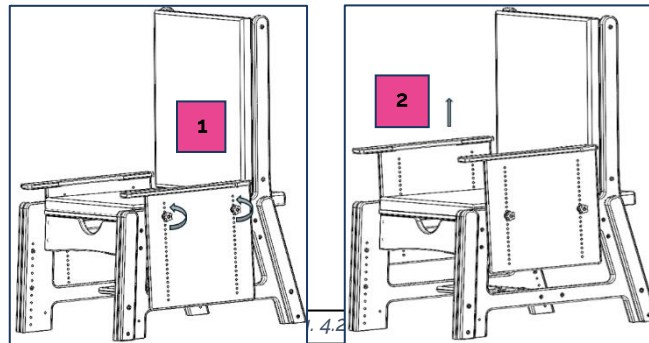
1. Loosen the handwheels located on the side of the armrests (see Fig. 4.2.4-1 Ref 1).
2. Slide the armrest up or down to the desired position. (see Fig. 4.2.4-1 Ref 2).
3. Once the armrest is in the correct position, tighten the handwheels to secure the armrest in place.



#### 4.2.5 Armrest Height (Size 5)

The armrests can be lowered to the minimum setting to assist the user in a side transfer onto the seat.

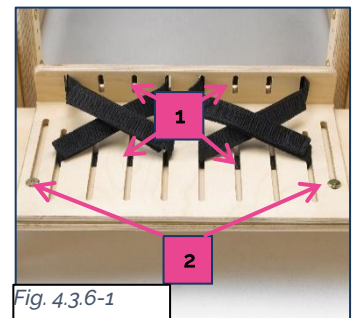
1. Unscrew and remove the handwheels located on the side of the armrests (see Fig. 4.2.5-1 Ref 1)
2. Lower or raise the armrest to the desired position using the adjustment holes in the armrest (See Fig. 4.2.5-1 Ref 2).
3. Once the armrest is in the correct position, reinsert the handwheels and tighten them to secure the armrest in place.



#### 4.2.6 Footplate & Straps

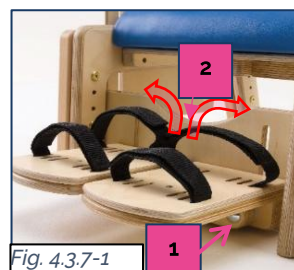
The footplate and straps can only be used with one of the following: Reversible Footboard, Ski & Half Footrest, Ski & Full Footrest, Adjustable Footrest, Mobile Dolly Base, Minimum Raise Mobile Base.

1. The straps can be fitted to any of the available slots in the footplate by unfastening the hook and loop attachments and threading them through the appropriate slot in the footplate (see 4.2.6.1 Ref 1).
2. The distance between the chair and the footplate can be adjusted by loosening the two bolts on either side of the footplate with a hex key (see Fig. 4.3.6.1 Ref 2).
3. Slide the footplate to the desired setting and tighten the screws to secure it in place.



#### 4.2.7 Folding Footrest

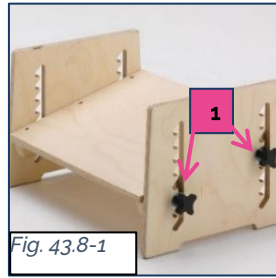
1. The height of the folding footrest can be adjusted by first loosening the two handwheels located on the back of the kicking board (see Fig. 4.2.7-1 Ref 1).
2. Slide the footrest to the desired height and tighten the handwheels to lock into place.
3. To rotate the footrests, lift them from the inner side and move them to the side (see Fig. 4.3.7-1 Ref 2).





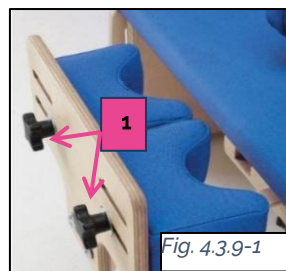
#### 4.2.8 Independent Adjustable Footrest

1. Loosen the handwheels located on the side of the Footrest (see Fig. 4.2.8-1 Ref 1).
2. Adjust the footrest to the desired height and angle.
3. Once in position, tighten the handwheels to secure in place.



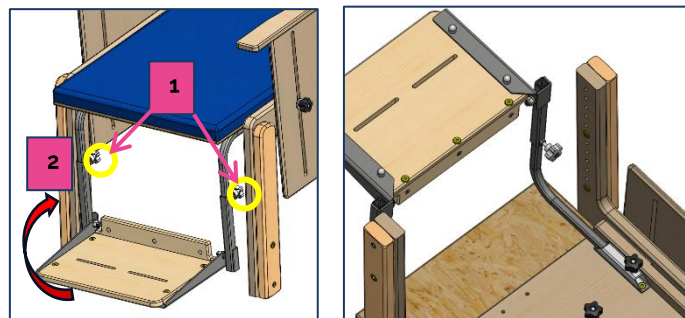
#### 4.2.9 Knee Blocks (Sizes 1-4)

1. To adjust the width of the knee blocks, loosen the handwheels (see Fig. 4.2.9-1 Ref 1).
2. Slide the knee blocks to the desired position.
3. Once in the required position, tighten the handwheels to secure them in place.



#### 4.2.10 Ferndale Footrest (Sizes 1-4)

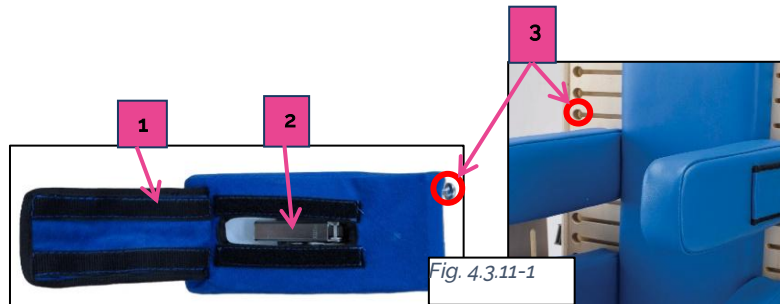
- **Adjusting the Height:**
  1. Loosen the handwheel (see Ref 1 Fig. 4.3.10-1 Ref 1)
  2. Move the footrest up or down to the desired height.
  3. Retighten the handwheels to secure them in position.
- **Flipping the Footrest Board**
  1. The footrest board can be flipped vertically when not in use (see Fig. 4.3.10-1 Ref 2)
- **Adjusting the Depth:**
  1. Loosen the handwheel (see Fig. 4.3.10-2 Ref 1).
  2. Move the footrest forward or backwards to the desired position.
  3. Retighten the handwheel to secure it into position.



#### 4.2.11 Quick Fix Lateral and Pelvic Supports

- **Adjusting Width**
  1. Locate the flap on the side of the Lateral/Pelvic Support. Gently peel it back to expose the internal mechanism (see Fig. 4.2.11-1 Ref 1)
  2. Locate the lever inside the exposed area and firmly pull the lever to release the support from its locked position (see Fig. 4.2.11-1 Ref 2)
  3. With the lever released, slide the support to the desired width.

4. Push the lever back into its original position to lock the support in place. Finally, close the flap securely to cover the mechanism.



#### • Adjusting Height

1. Gently peel back the flap located on the side of the lateral/pelvic supports and pull the lever to release the support.
2. Slide the support all the way to the hole on the side of the backrest to allow you to remove the support completely. (see Fig 4.2.11-1 Ref 3)
3. Align the support attachment point with the desired holes in the sides of the backrest. Slide the support into position (see Fig. 4.2.11-1 Ref 3)
4. Once in the required position, push the lever back to lock it and reattach the flap to cover the mechanism.
5. To attach, follow the instructions in reverse.

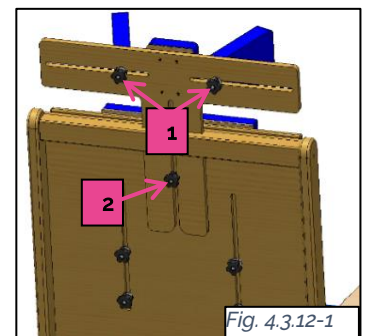
### 4.2.12 Fully Adjustable Headrest

#### • Adjusting Width

1. Loosen the handwheels located on the back of the headrest (see Fig. 4.3.12-1 Ref 1).
2. Slide the headrest to the desired position.
3. Once in position, tighten the handwheels to secure it in place.

#### • Adjust Height

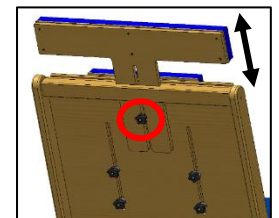
1. Loosen the handwheel located between the handrest and backrest (see Fig. 4.2.12.1- Ref 2)
2. Slide the headrest up or down to the desired height.
3. Once in position, tighten the handwheel to secure it in place.



### 4.2.13 Backrest Extension Support

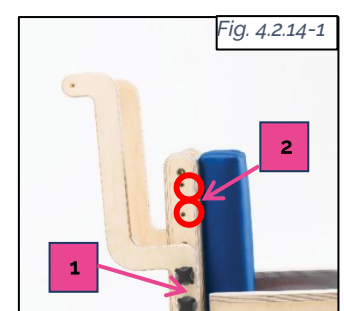
#### • Adjust Height

1. Loosen the handwheel located at the top of the backrest (see Fig. 4.2.13-1).
2. Slide the backrest support up or down to the desired height
3. Once in position, tighten the handwheel to secure in place.



### 4.2.14 Adjustable Height Push Handle.

1. Loosen and remove both the handwheels located on the side of the chair (see Fig. 4.2.14-1 Ref 1)
2. Position the handle at the desired height by aligning it with the corresponding hole on each side of the chair (see Fig. 4.2.13-1 Ref 2).
3. Reinsert the handwheels and tighten them to secure them in position.



#### 4.2.15 Pommel

To adjust the pommel, follow the steps set out below:

1. Loosen the handwheel on the underside of the seat (see Fig. 4.2.14-1).
2. Slide the Pommel into the position appropriate for the user.
3. Once in position, re-tighten the locking handwheels to secure it in place.



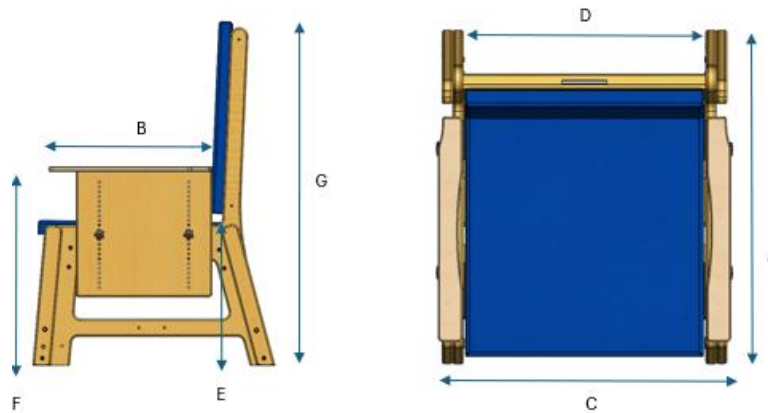
Fig. 4.2.14-1

**NB:** When loosening the handwheel, be careful that it is loosened just enough to allow movement of the pommel but no more. Excessive loosening could cause the pommel's handwheel to fall out. This, in turn, could lead to the pommel falling off. As stated in point 3 above, the handwheel must be re-tightened after pommel adjustments are made.



## 5.0 Technical Specifications

### 5.1 Brookfield Chair Dimensions



The diagram above includes the relevant dimensions of the chair. For further details on the chair specification, see the table below.

Table – 5-1-1

Brookfield Specification - millimetres											
Dimensions	Size 0		Size 1		Size 2		Size 3		Size 4		Size 5
	Low Back	High Back	Low Back	High Back	Low Back	High Back	Low Back	High Back	Low Back	High Back	LB Only
A-Max Depth	424	424	471	471	538	538	620	620	726	726	758
B-Seat Depth	236-335	236-335	220-317	220-317	280-388	280-388	360-470	360-470	426-571	426-571	450-600
C – Max Chair Width	355	355	450	450	490	490	565	565	560	560	665
D-Internal Width	280	280	325	325	365	365	435	435	435	435	550
E-Floor to Seat Height	201-251	201-251	302-340	302-340	285-384	285-384	340-465	340-465	415-540	415-540	450-700
F – Floor to Arm Top Height	271-460	271-460	318-581	318-581	394-622	394-622	476-767	476-767	402-876	420-876	455-785
G-Floor to the top of Backrest	485-560	560-645	630-685	730-785	695-770	780-855	785-825	855-905	940-1000	1005-1045	1045-1020
Safe Working Load	45kg		55kg		65kg		75kg		85kg		150kg
Product Weight	10Kg	12kg	12kg	14kg	18kg	20kg	23kg	25kg	28kg	30kg	32kg

## 5.2 Standards Applied

The standards that have been applied to the device are as follows:

- BS EN ISO 21856:2022 – Assistive Products – General requirements and test methods
- IEC 62366-11:2015 – Usability Engineering
- ISO 10993-1:2020 – Biological Evaluation of Medical Devices
- EN ISO 15223-1:2021 – Medical Device Symbols
- BS ISO 20417:2021 – Information supplied by the manufacturer.
- EN ISO 14971: 2019 Medical devices. Application of risk management to medical devices

## 6.0 Environmental Conditions

The chair is intended to be used in dry environments.

The chair is intended to be used within a professional healthcare facility, educational facility or home healthcare environment. The chair is not suitable for any other environment.

The chair is not intended to be used in environments where there are rapid changes in the environmental temperature and humidity.

The operation of the chair is not adversely affected by lint, dust or light.

### 6.1 Normal operating conditions

+5°C to +40°C (41°F to 104°F) at a relative humidity between 15% to 90% RH, non-condensing but not requiring a water vapour pressure greater than 50hPa and atmospheric pressure between 700hPa to 1060hPa.

### 6.2 Shipping and storage conditions

-25°C to +5°C (-13°F to 41°F) with any humidity level

+5°C to +35°C (41°F to 95°F) at a relative humidity up to 90%,

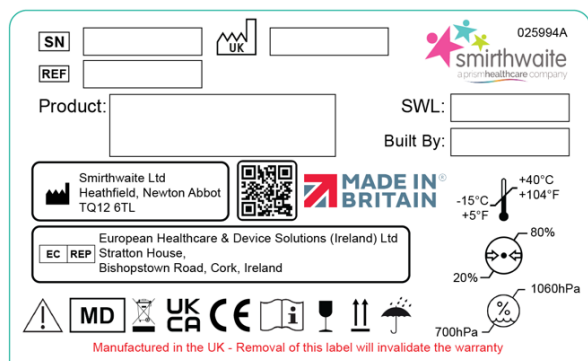
+35°C to 70°C non-condensing at a water vapour pressure up to 50hPa

During all transportation, it is recommended that the chair remain in its original packaging.

**Note:** Before moving a chair into or out of storage, refer to the *Safety Instruction and Warning* section. Use a two-person lift if the total weight exceeds 20 kg or is unknown.

It is recommended that the chair be stored in a cool, dry place out of direct sunlight. If cleaning is required after storage, please see the section on 'Cleaning' in the user manual for instructions.

Shipping and storage conditions are also contained on the Brookfield Box Label:



The label is a rectangular box containing various fields and icons. At the top left, there are fields for 'SN' and 'REF'. To the right of these is a 'UK' flag icon and a '025994A' number. Below 'SN' and 'REF' is a 'Product:' field. To the right of 'Product:' is a 'SWL:' field. Below 'Product:' is a 'Built By:' field. In the center, there is a QR code and a 'MADE IN BRITAIN' logo. To the left of the QR code is the Smirthwaite Ltd address: 'Smirthwaite Ltd, Heathfield, Newton Abbot, TQ12 6TL'. To the right of the QR code is the European Healthcare & Device Solutions (Ireland) Ltd address: 'European Healthcare & Device Solutions (Ireland) Ltd, EC REP, Stratton House, Bishopstown Road, Cork, Ireland'. At the bottom left, there are several icons: a warning triangle, 'MD', 'UK', 'CE', and a recycling symbol. At the bottom right, there are temperature and humidity icons: a thermometer showing -15°C to +40°C (-5°F to +104°F) and a humidity gauge showing 20% to 80% RH. Below the temperature icon is a pressure icon showing 700hPa to 1060hPa. At the very bottom, there is a red line of text: 'Manufactured in the UK - Removal of this label will invalidate the warranty'.

\*Disclaimer: The label shown is for illustrative purposes only and may not represent the actual label affixed to the box. Refer to the box label itself for accurate and current labelling information.

## 7.0 Daily Checks



Inspection is to be completed before each use by the user of the Brookfield chair.

Should any of the components in the table below fail the inspection, DO NOT use the chair.

Contact your local authorised dealer for service – contact details are on the last page of this manual.

Ensure all component inspections in the Table below are completed before each use of the chair.

### Checklist Before Use

Table 7-1

Component	Service/Inspection required.
Generic	<p>Visual inspection of the exterior of the chair. Significant damage that may affect the function of the chair, along with a clear safety hazard, is unacceptable.</p> <p>Check the labelling on the chair to ensure they are all still legible, this includes the Serial Number and other important markings. If labels are not legible, then contact your local authorised dealer immediately.</p> <p>Check all main nuts and bolts to see if they are loose and tighten as needed. Check all upholstery for signs of wear and tear. If you have concerns, then contact your local authorised dealer immediately.</p> <p>The product is not waterproof and is not intended to be exposed to water for extended periods. Always ensure that the product is kept dry.</p>
Castors (If supplied)	<p>Examine the product's castors for signs of damage or wear, and ensure they run freely and are not cracked.</p> <p>Check to see that all castors are flat on the floor and the chair is stable. Ensure the product can rotate freely with ease.</p>
Brakes (If castors are supplied)	<p>Ensure the brakes function when activated.</p> <p>Ensure the chair can move freely when the brakes are deactivated. (Ensure they aren't rubbing on the wheels.)</p>
Legs	<p>Ensure that the four legs are always in contact with the floor. Uneven legs are a safety hazard.</p> <p>Ensure that the product is used on a level surface.</p> <p>Examine the legs for any cracks or fractures, which are a potential safety risk.</p> <p>Ensure that the legs are not bent or out of position.</p>
Frame	<p>Examine the full frame of the product for any cracks or fractures.</p> <p>Ensure the frame is solid and there are no loose attachments between the frame and the accessories or any other constructional part.</p>
Footrest	<p>Inspect the footrests for damage, including cuts and breaks.</p> <p>Ensure that the footboard is fixed in position and does not slide back and forth. If this does occur, tighten the star handles on the underside of the footboard.</p> <p>Ensure that all the nuts and bolts that secure the footrest are secure.</p> <p>Inspect the footrest for any deformation due to fatigue. A badly deformed footboard must be replaced.</p>
Seat Pad	<p>Inspect the seat pad for damage, including cuts and breaks.</p> <p>Ensure that all the nuts and bolts that secure the seat pad are secure.</p> <p>Inspect the seat pad for any deformation due to fatigue. A badly deformed seat pad must be replaced.</p>

Arm Rests	<p>Inspect the armrests for damage, including cuts and breaks.</p> <p>Ensure that the armrests are in a fixed position and aren't loose. Tighten the star handles to avoid unwanted movement.</p> <p>Ensure that all the nuts and bolts that secure the armrests are secure.</p> <p>Inspect the armrests for any deformation due to fatigue. A badly deformed armrest must be replaced.</p>
Back Rest	<p>Inspect the backrest for damage, including cuts and breaks.</p> <p>Ensure that the backrest is not sloped, and the fixings on either side of the frame must be level before use. A sloped backrest is the result of an incorrect adjustment.</p> <p>Ensure that the backrest is in a fixed position and isn't loose. The backrest should be locked in place in one of the angle configurations.</p> <p>Inspect the backrest for any deformation due to fatigue. A badly deformed backrest must be replaced.</p>
Tray (if supplied)	<p>Inspect the tray for damage, including cuts or breaks. Ensure no parts are loose or damaged. Inspect the tray for any deformation due to fatigue. A badly deformed tray must be replaced.</p>
Accessories	<p>Ensure that all accessories used are in good condition.</p> <p>Ensure that there are no cuts and breaks, cracks or fractures to the accessory, or any damage that may affect its function or safety.</p> <p>Ensure that all accessories are fixed onto the product correctly, and ensure to follow the assembly instructions when assembling yourself.</p> <p>Ensure all fixings are secured and will not come undone during the use of the product.</p> <p>Ensure that the accessory used is compatible with your product.</p> <p>Any straps used, ensure that they are not worn, no fraying is present and that the locking clips are functional.</p>
Lap strap	<p>Ensure the lap strap is in good condition.</p> <p>Ensure that there are no cuts and breaks, cracks or fractures to the lap strap, or any damage that may affect its function or safety.</p> <p>Ensure that the lap strap is fixed onto the product correctly.</p> <p>Ensure the lap strap is not worn, no fraying is present and that the locking clips are functional.</p>

## 8.0 Cleaning

To maintain hygiene and reduce the risk of cross-contamination, it is recommended that the entire chair and its accessories be cleaned after each use, and always before use by a different person. The chair has no particularly difficult areas to access, making it straightforward to clean thoroughly.



Please follow the recommended cleaning guidelines below for cleaning and disinfecting the chair.

### 8.1 Frame/ Label Cleaning

For mild cleaning, the frames/labels can be cleaned using a damp cloth, soap and water, or an antibacterial spray. Avoid the use of industrial bleaches, abrasive cleaners, or organic solvents and refrain from immersing the chair in water. For more stubborn marks on the woodwork, gently clean them with a soft brush.

All cleaning solutions must be thoroughly rinsed off the product at the end of the cleaning process, and the product must be dried using a dry cloth/towel. Always ensure the product is dry before use.

### 8.2 Fabric Cleaning

All materials can be wiped down using a damp cloth to remove any mild dirt, dust, and minor spillages. When a spillage occurs, it is recommended that it be cleaned as quickly as possible to avoid any staining; it is good practice to dab the spillage and not to rub it, as this could cause staining. For more persistent stains and dirt, hot water with an antibacterial spray can also be used.

All cleaning solutions must be thoroughly rinsed off the product at the end of the cleaning process and dried using a dry cloth/towel. Always ensure the product is dry before use.

### 8.3 Pelvic Strap Cleaning

If the pelvic strap becomes heavily soiled, it can be machine washed at a low temperature with a mild detergent, but ensure it is drip-dried for optimal care.

### 8.4 Disinfecting (if necessary)

Should the chair require a more thorough cleaning, the use of the Actichlor™ disinfectant product (which is widely available in tablet form and used throughout the healthcare industry) is recommended.



Follow the manufacturer's safety instructions for the use of this cleaning product before use to ensure safe use for the operator and the user.  
Ensure the cloth is damp before the cleaning process.

The application is through a clean, damp cloth, which is used to wipe the product down. Use the following dilutions to ensure an effective clean:

- Actichlor™ dissolvable chlorine tablets provide a concentration of 1000 ppm of available chlorine (0.1%) per 1 tablet.
- 1 tablet (1.7g formed tablet (x1)) will create a virucidal solution, diluted in 1 litre of water to provide effective means to clean a "dirty" product. This is also ideal for use after an outbreak of the Norovirus/winter vomiting and can be used as a precaution against C.Diff. It is effective against viruses, bacteria, spores, yeasts, and moulds.
- A minimum of 5 minutes of contact time with the outer components is recommended to prevent virucidal infections whilst maintaining the integrity of the product. The product can withstand a longer contact period, however, a minimum of 5 minutes is required to provide an effective cleaning regime.
- Blood spills should be dealt with by an increased concentration of the solution – please refer to the instructions on the manufacturer's product labelling.

Dilution chart					
The product used as	Product condition	Concentration (ppm)	Dilution qty* (l)	Tablets per 1l (0.26gal)	Contact time (minutes)
Bactericidal	Clean	200	5 (1.32 gal)	1	1
	Dirty	1000	1 (0.26 gal)	1	5
Yeasticidal	Clean	200	5 (1.32 gal)	1	1
	Dirty	1000	1 (0.26 gal)	1	5
Fungicidal	Clean	2000	1 (0.26 gal)	2	15
	Dirty	5000	1 (0.26 gal)	5	15
Mycobactericidal	Clean	1000	1 (0.26 gal)	1	15
	Dirty	5000	1 (0.26 gal)	5	15
Virucidal	Clean	500	2 (0.53 gal)	1	5
	Dirty	1000	1 (0.26 gal)	1	5
Sporcidal (C. Diff)	Clean	1000	1 (0.26 gal)	1	10
	-	-	-	-	-
Sporcidal	Clean	5000	1 (0.26 gal)	5	10
	-	-	-	-	-

- Dilution is made with water. DO NOT dilute within any other medium.
- When diluted in water, one tablet gives 1000 ppm of available chlorine.
- The concentration of the solution depends upon whether the object being cleaned is noticeably dirty (indicated in the table by "Product condition").

Handling and storage safety precautions when using this cleaning agent:		
Advice on Safe Handling	Hygiene Measures	Conditions for Safe Storage
<p>Avoid contact with skin and eyes.</p> <p>Do not breathe dust, fumes, gas, mist, vapours, or spray.</p> <p>Use only with adequate ventilation.</p> <p>Wash your hands thoroughly after handling.</p> <p>Mixing this product with acid or ammonia releases chlorine gas.</p>	<p>Handle per good industrial hygiene and safety practice.</p> <p>Remove and wash contaminated clothing before re-use.</p> <p>Wash face, hands, and any exposed skin thoroughly after handling.</p>	<p>Keep out of reach of children.</p> <p>Keep the container tightly closed.</p> <p>Store in suitable, labelled containers.</p> <p>Storage temperature: 0-25°C (32-77°F).</p>
Individual Protective Measures		Dissolve
Hand protection: Gloves		Dissolve in cold water – With no agitation, 1 tablet will take approximately 10 minutes to fully dissolve in the water used.
<p>The information above has been extracted from the Actichlor™ MSDS (Manufacturers Safety Data Sheet). For a full review of the data, please follow the link below:</p> <p><a href="http://www.nhsggc.org.uk/media/236215/msds-actichlor-plus.pdf">http://www.nhsggc.org.uk/media/236215/msds-actichlor-plus.pdf</a></p>		

## 9.0 Servicing



No service is to be carried out on the Brookfield chair while transferring a person to reduce the risk of injury.

Service must be completed by a Smirthwaite authorised service engineer, or by a Smirthwaite Ltd trained representative.

Do not attempt to service the product yourself, or the warranty is void.

To ensure the safety and optimal performance of your Brookfield chair, it is essential to perform routine maintenance. We recommend servicing your chair every three years to maintain its quality and standards. Servicing must only be undertaken by a Smirthwaite Ltd. service engineer or by a Smirthwaite Ltd. trained representative. The service history of the product should be documented for each service in the Service Log at the back of this User Manual. The simple design of the product reduces the number of serviceable parts, making servicing easier.

### 9.1 Nominal Service

Your product has a nominal service life of **12 years**, during which full post-sales support will be available regarding spares and servicing.

Product service life has been determined based on the design complexity of the product and the anticipated exposure to normal use.

Good practice dictates that all Smirthwaite Ltd. products have been designed and manufactured to high levels of safety and quality and will meet the requirements of normal use when maintained in line with our servicing recommendations.



If the product has been out of use for an extended period (6 months or more), it should always be serviced before being reissued. If the product has been subjected to 'heavy' or 'constant' use, the service should be reduced to half the recommended period.

Constant and/or heavy use is:

- Daily use above 7 hours' duration.
- Weekly use above 5 days' duration.
- Monthly use above 10 months per year.
- Use by a client who is at 90% to 100% of the maximum weight limit of the product. The maximum weight limit must NEVER be exceeded.
- Use by an extremely active client, either voluntarily or involuntarily.

### 9.2 Extending Nominal Service Life

At Smirthwaite Ltd., we are proud to produce products that have a reputation for quality and durability. We believe our products have the potential to provide benefits to our clients beyond the nominal service life documented above.

We will continue to provide full support beyond the nominal service life, provided the following conditions are met:

1. A full-service schedule has been maintained.
2. A full service and inspection are undertaken at the end of the nominal service life period.
3. The product is subsequently serviced annually (or biannually if under 'heavy/constant' use conditions).
4. Smirthwaite Ltd. reserve the right to limit support where parts/components are no longer available.

### 9.3 User Serviceable Parts

The Brookfield chair should be serviced every 3 years. Servicing must only be undertaken by a Prism Healthcare service engineer or by a Smirthwaite Ltd-trained representative. Please contact Smirthwaite Ltd. or your local dealer for information to assist with service requirements on the Brookfield – e.g. to ascertain the necessary information for replacement parts and components. Contact details are shown on the last page of this manual.

Contact your local authorised Smirthwaite Ltd. dealer if you:

- Need more information.
- Have any questions about the use or service of your product?
- Notice any change in the performance.
- Want to report an unexpected occurrence?
- Want to arrange a service.
- Need to ascertain necessary information for replacement parts and components.

Contact details of your local Smirthwaite Ltd. dealer are shown on the last page of this manual.

### 9.4 Documentation/ Records

It is the responsibility of the current equipment owner to ensure the User Manual (As well as any further manuals for accessories fitted to the equipment) are handed over to the new owner at the time of exchange/sale.

It is the responsibility of the current equipment owner to ensure the service and inspection record form is kept up to date.

## 10.0 Troubleshooting

Should a problem arise with the use of the Brookfield chair, review the table below. Find the fault and complete the recommended solution.

If the fault is not found and/or the solution does not correct the problem, contact your local Smirthwaite authorised dealer immediately – contact details are provided on the last page of this manual.

Table 10-1

Fault	Action
Castors do not operate.	Ensure the brake has been fully disengaged. Check the castors are free-running. Check that the castors are touching the ground.
Movement is compromised by the excessive force required to move the chair	Check the castors are not fouled with debris that would restrict their movement (clean out, test, and return to service).
Adjustment features loose/sliding (arm rests, Tray, seat, thoracic supports).	Ensure that the handwheels are fully tightened in your preferred location. If the handwheels are loose, this allows the adjustments to move and adjust into unwanted locations. These features must always be set in position before use for the safety of the user.



## 11.0 Disposal

When the chair has completed its life cycle and can no longer be used safely, the chair must be decommissioned by an approved service engineer. The following specifies the importance of correct disposal procedures, including local laws and being environmentally friendly.

Please observe the local laws on recycling and respect the current laws for disposal within the community where the device is being used. If there is any uncertainty about the guidelines below, contact your local authorities to determine the proper method of disposal of potentially biohazardous parts and accessories. The relevant components utilised in the manufacture of the device that can be recycled at the end of the device's life are:

Table 11-1

Fully recyclable:	Consideration when Recycling:
Wooden frame	Chair Padding
Metal Base & Castors	Neoprene Accessories
Initial packaging of the device (cardboard)	
Metallic fixing – screws etc.	
Leg Rests	
Arm Rests	
Quick Release Tray	
Metal Accessories	

The product may be contaminated and must be disinfected before recycling or disposal. See the section on 'Cleaning' for details on how to do this.

## 12.0 Warranty

It is impossible for all the risks to be eliminated from the use of this product, but to reduce risk and improve safety and proper use, the user should always read and understand the user manual before use. Product failure may occur due to a lack of maintenance and care, misuse, unauthorised and improper servicing or alterations, improper storage, environmental use, or through normal use, wear and tear. These factors are all beyond the control of the manufacturer. These risks are taken on by the users.

The chair comes with a 2-year warranty covering all manufacturing defects. Refer to your terms and conditions for more detailed information. The warranty is valid if the product has been maintained in its intended use, and the user manual instructions have been followed. The warranty will not extend to the use of the product when used contrary to the user manual. This guarantee does not affect or in any way limit your statutory rights.

1. The liability of the manufacturer under the terms of this guarantee shall be limited to the replacement of the defective part(s) to the sales distributor, dealer, agent, person, or entity which purchased the equipment from the manufacturer. In no event shall the manufacturer incur liability for any consequential or unforeseen losses.
2. This equipment guarantee shall be void if the equipment is not serviced by an authorised service engineer in accordance with the manufacturer's recommendations or if any unauthorised persons carry out work on the equipment.
3. This guarantee does not apply to failure attributable to normal wear and tear, damage by natural forces, user neglect or misuse or deliberate destruction.
4. Do not attempt to service the product yourself, or the warranty is void.

## 13.0 Service Record History

Complete this record after each service, repair, inspection and/or maintenance.

\* Photocopy additional pages as required \*

### 13.1.1 Product Information

Model	
Size	
Date of Manufacture	
Serial Number	

### 13.1.2 Service & inspection record for

Date	Procedure	Service Personnel

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

**Dealer/service contact details:**

**Manufacturer contact details:**

Smirthwaite Ltd,  
16 Wentworth Road  
Heathfield  
Newton Abbot  
Devon  
TQ12 6TL  
Telephone Number: 01626 835552

## Disclaimer

While every effort has been made to ensure the accuracy of information contained in this user manual, no liability can be accepted by Smirthwaite Ltd for any errors or omissions. Smirthwaite Ltd operates a policy of continuous improvement. Specifications and other data are subject to change without notice.

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