

Sydney GoFlat™

Instruction Manual



Terminologies

Patient

The person sitting in the chair.

User

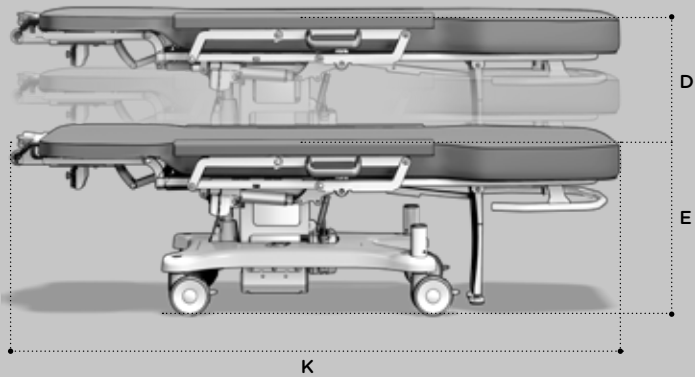
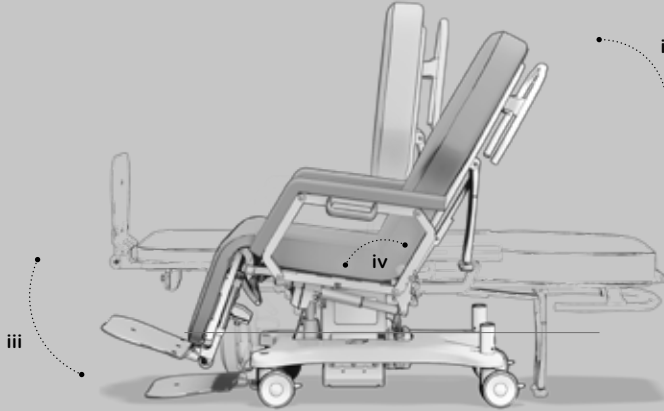
Competent person with responsibility for the persons sitting in the chair as well as the suitability of the equipment for the Patient. The User is responsible for checking the chair for faults during the course of its use.

All instructions must be read and understood before the chair may be used.



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Sydney GoFlat™

User Dimensions

A	Back Height	35" / 900mm
B	Seat Width	21" / 535mm
C	Seat Depth	22" / 550mm
D	Seat Height (High)	37" / 950mm
E	Seat Height (Low)	21" / 540mm

Footplate Height (from seat)

F	High	19" / 470mm
G	Low	24" / 620mm

(Automatically retracts when lowering chair)

Arm Height Options (from seat)

H	Low	6" / 140mm
I	High	8" / 210mm

Chair Dimensions

J	Overall Chair Height	55" / 1400mm
K	Overall Chair Length	78" / 2000mm
L	Overall Chair Width	32" / 795mm

Recline and Tilt Angles

ii Back Angle Recline

96° - 180°
84° range

iii Leg Rest Angle

-10° to horizontal
100° range

iv Tilt Range

0° - 17°

Chair Weight Unloaded

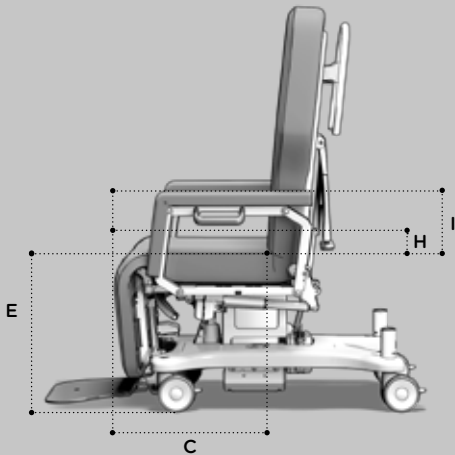
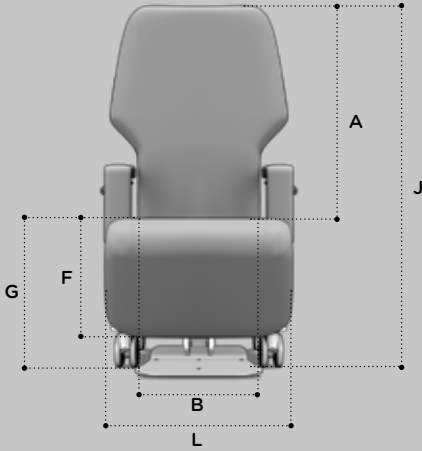
12.2 Stone / 78 Kg / 165 lb

Patient Weight Limit

31.5 Stone / 200 Kg / 440 lb

Legrest Weight Limit

10.3 Stone / 66 Kg / 145.5 lb



Back Angle Adjustment

To adjust the back recline of the chair (fig.1).

- i. To 180° position (fig.1a).
- ii. To 96° position (fig.1b).



(fig.1)



Leg Elevation

To adjust the angle of leg rest elevation (fig.2).

- i. To horizontal (fig.2a).
- ii. To -10° angle (fig.2b).



(fig.2)



(fig.2a)



(fig.2b)

Tilt in Space

To adjust the tilt angle of the chair (fig.3).

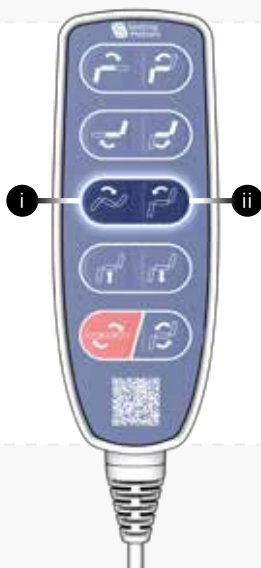
- i. To 17° posterior tilt angle (fig.3a).
- ii. To 0° tilt angle (fig.3b).



(fig.3)



(fig.3a)



(fig.3b)

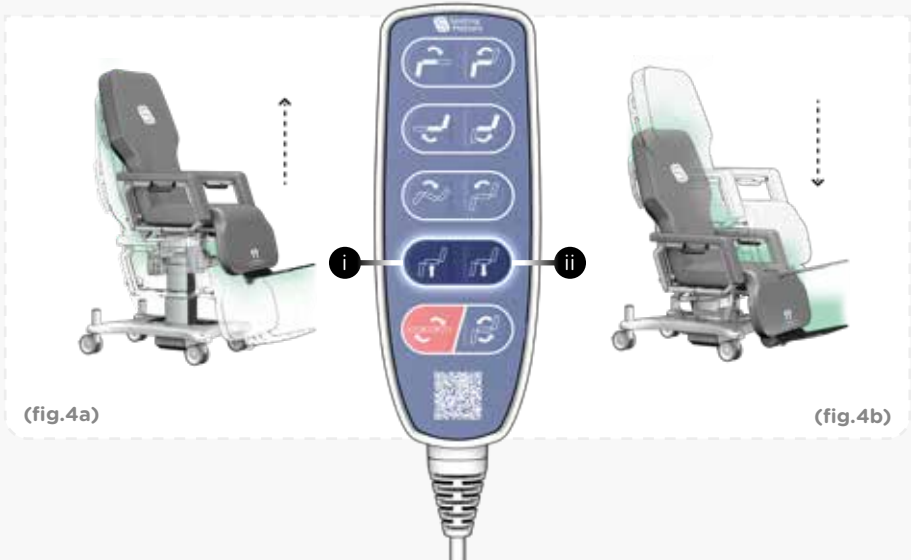
Seat Height Adjustment

To adjust the seat height of the chair (fig.4).

- i. To elevate the position of the seat height (fig.4a).
- ii. To lower the position of the seat height (fig.4b).



(fig.4)



(fig.4a)

(fig.4b)

Preset Positions

To move the chair to flat transfer position and upright sitting position (fig.5).

- i. To flat transfer position (fig.5a).
- ii. To upright sitting position (fig.5b).



(fig.5)



(fig.5a)



(fig.5b)

Arm Adjustment

To adjust the position of the arm (fig.6).

The arms of the chair are adjustable in height and can fold down to achieve a fully flat position.

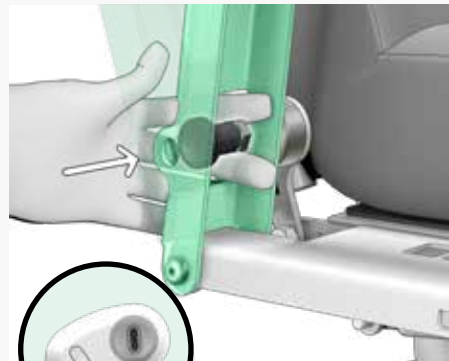
Disengage the spring plunger by pulling it outwards (fig.6a). With the plunger disengaged, adjust the arm to the required position. Release the plunger to lock the arm into place (fig.6b).



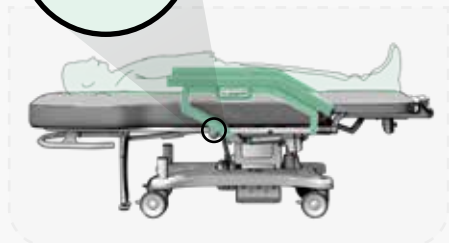
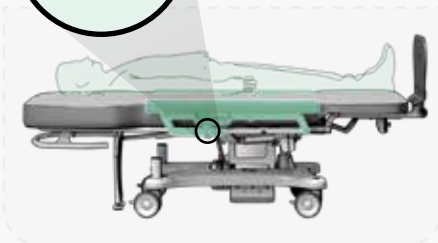
(fig.6)



(fig.6a)



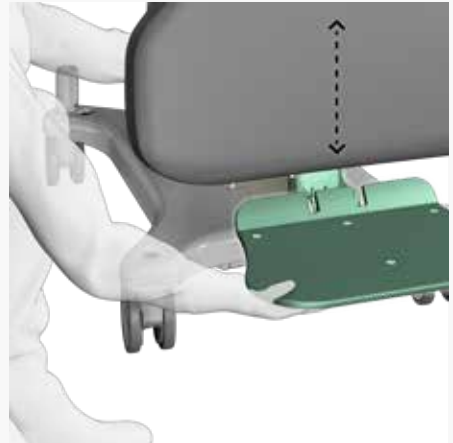
(fig.6b)



Footplate Height

To adjust the height of the footplate (fig.7).

From behind the leg rest, locate the footplate height plunger highlighted and pull the plunger backward toward the midline of the chair, to disengage the mechanism (fig.7a). While disengaged, adjust the height of the footplate and release the plunger allowing it to locate into the next available height setting (fig.7b).



Footplate Stowage

To stow the footplate away (fig.8).

Unhook Sydney GoFlat™ calf pad strap at either side of the calf pad (fig.8a).

Lift the Sydney GoFlat™ mattress, flip the footplate behind the mattress (fig.8b) and re-attach Sydney GoFlat™ calf pad straps.



(fig.8a)



(fig.8b)

Mattress Replacement

Removal and fitting of the Sydney GoFlat™ mattress (fig.9).

Unhook Sydney GoFlat™ calf pad straps at either side of the calf pad (**fig.9a**). Loosen and remove **yellow** grip knob (**fig.9b**). Lift mattress upwards until retaining bolt can be removed from key slot on the back frame (**fig.9c**). Remove the mattress from the chair (**fig.9d**).

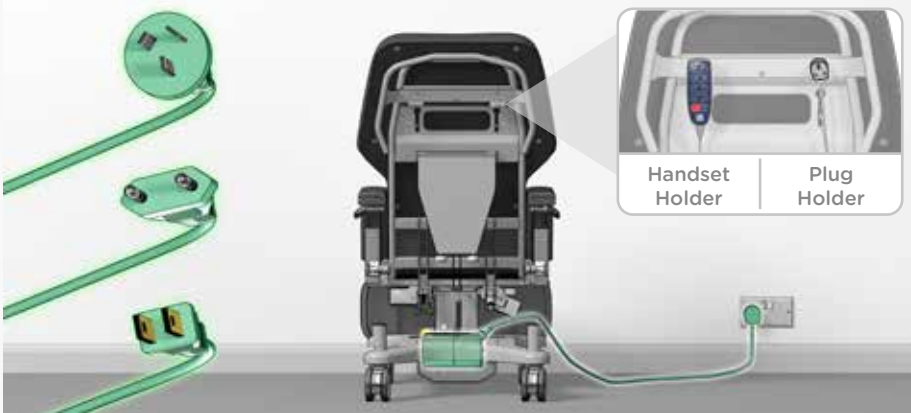


Charging Your Chair

Your chair will arrive fully charged.
It is recommended to charge your chair daily to maintain battery health.

Regional Plugs

The charger will arrive fitted with a plug compatible with your region.
To charge your chair, plug the charger into a wall socket (**fig.10a**).

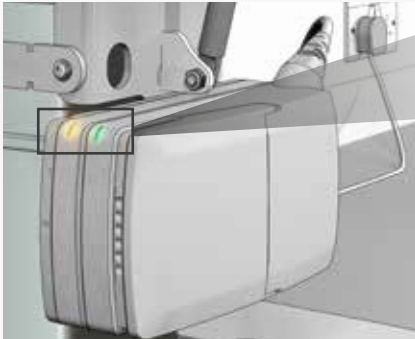


(fig.10a)

Charging Status

Status lights are located on the left side of the control box and battery. (**fig.10b**).

Monitor the charging status of your chair using the status lights.



(fig.10b)

Battery Control Box	Plugged in, charging.
Battery Control Box	Plugged in. Fully charged.
Battery Control Box	No lights. Normal state. Not in operation.
Battery Control Box	Chair in operation. Using battery power.
Battery Control Box	Orange flashing light. Error.



The buzzer will make a warning when a button on the hand control is pressed and the battery is low.



When error light shows switch off and unplug your chair immediately. Contact: technical@seatingmatters.com

Chair Movement

For control of direction and manoeuvrability while pushing the chair (fig.11c).

Combination Castor

The combination castor is located on the front left side of the chair (fig.11).

Directional Lock Only

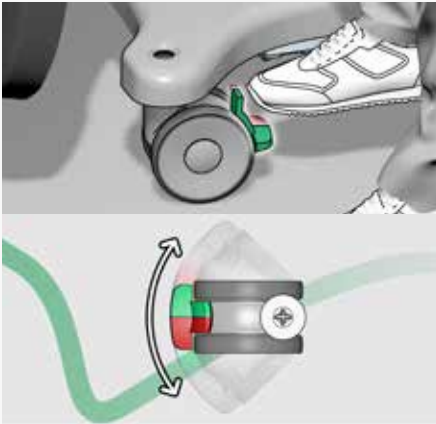
To engage directional lock simply press the green pedal with your foot (fig.11a) and swivel the castor until it clicks into the forward line (fig.11b).

Braking

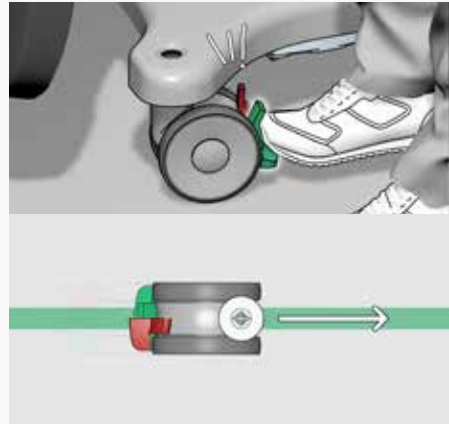
Press red and green pedals simultaneously.



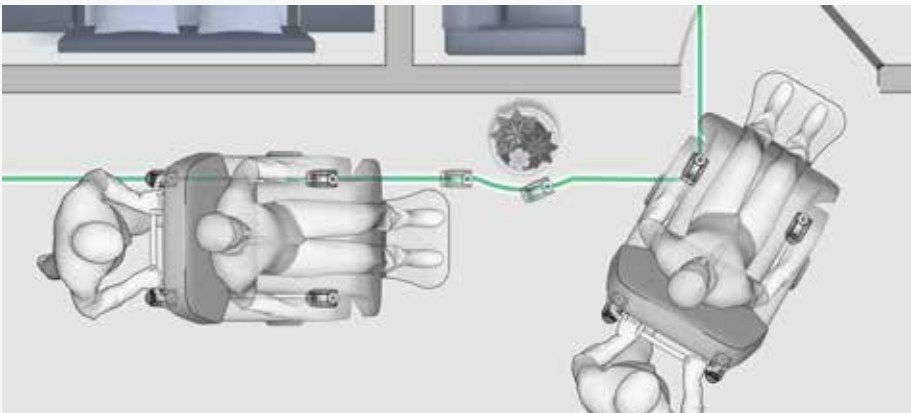
(fig.11)



(fig.11a) Directional lock disengaged.



(fig.11b) Directional lock engaged.



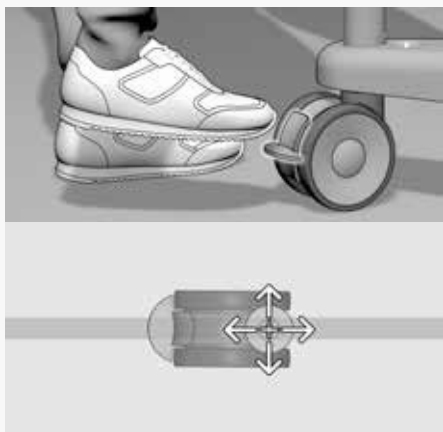
(fig.11c) Image showing use of the directional lock to improve manoeuvrability.

Braking Castors

To lock the chair in position (fig.12c).

All other castors on the chair are total lock castors (fig.12). When engaged, the swivel and rotation of the castor will be locked.

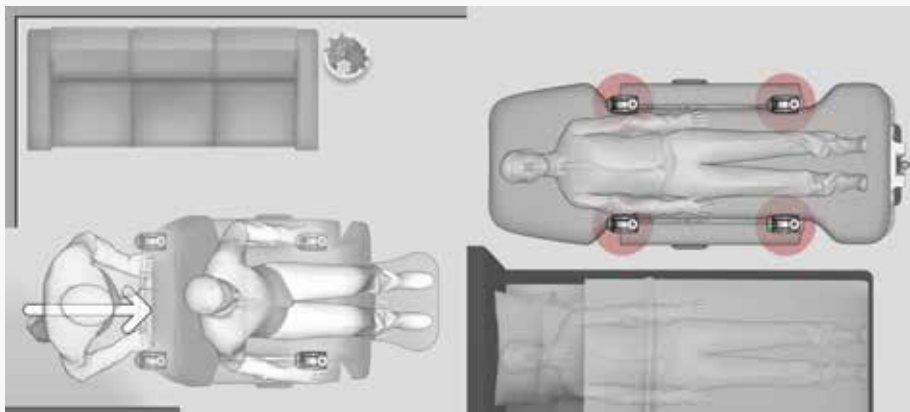
To engage the braking castor simply press the pedal with your foot until it clicks in place (fig.12b).



(fig.12a) All locks disengaged.



(fig.12b) Braking castors engaged.



(fig.12c) Image showing chair in locked position.

IV Pole & O2 Tank Holder Installation

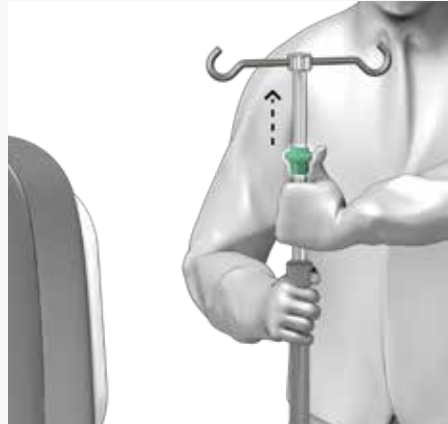
To attach an IV Pole and O2 Tank Holder to the chair (fig.13).

Installation

Insert the base of the IV pole into either of the sockets at the head end of the chair. (fig.13a). Twist the IV pole while pushing down, until it locks into position. Attach IV equipment as required. (fig.13c) and (fig.13d)

Adjustment

Push up the locking collar (fig.13b) and slide the top section of the IV pole up or down to the required height.





Cleaning & Maintenance of Upholstery

Your Seating Matters chair is upholstered with Dartex multi-stretch material. See image above for how to identify this on your chair.

Dartex Multi Stretch Fabric

Properties

Dartex is waterproof, has the ability to be wiped clean and has biostatic (anti-mycotic) coatings to provide an impenetrable barrier to virus and bacteria.

Cleaning

Superficial dirt may be removed by wiping with a soft cloth moistened with water containing a neutral detergent. More persistent contamination may be treated by wiping with alcohols or turpentine substitute, followed by hot water and detergent.

Routine cleaning and disinfection may be carried out on the coating with hand hot water and a neutral detergent or with a bleach solution (0.1% or 1000 parts per million available chlorine). The material is compatible with the 10,000ppm available chlorine in solution required for the decontamination of blood spills. Excess solution must be removed and the surface thoroughly rinsed and dried prior to reuse or storage.

Proprietary disinfectants may be used provided manufacturer's instructions are followed.

All cleaning agents, and disinfectants, must be thoroughly rinsed off and the item dried after cleaning.

What you can use:

1. Warm Soapy Water	Use warm soapy water to wash down your chair. Bear in mind that it is important to dry the surface afterwards.
2. 70% Alcohol	This can be used in line with the manufacturer's guidelines.
3. Bleach	Concentrations of bleach from 1,000ppm to 10,000ppm available chlorine, is likely to be considered effective cleaning. Use bleach sparingly.

Example of Dilution Ratio

The ppm of available chlorine may vary with each different brand of bleach.

Search online for its data sheet and adjust your ratio accordingly to achieve a dilution of approx. 1000ppm of available chlorine.



Water



Bleach

For an in-depth guide to cleaning, please consult our Clinicians Guide to Infection Control, available on our website.



Assembly, Installation, Warnings & Hazards

- ① A competent person, or User, trained in the use of the chair, who is either a suitably qualified medical professional, or is working under their guidance and instruction, should make adjustments and set up the chair according to the Patient requirements and dimensions before the Patient sits in the chair. Where possible, adjustments should be made when the Patient is not in the chair to avoid injury to the User and Patient.
- ② This chair, and its accessories, should be used in accordance with local or regional guidelines regarding the use of such medical devices.
- ③ This chair should be fully assembled, all fixings secured and the chair checked for safety by a competent person before use.
- ④ The User must ensure that the chair is in good condition before use (check all nuts and bolts are fastened, fabric in good condition etc). If there are any problems, these must be reported to your Seating Matters provider and corrected before the chair is put into use.
- ⑤ Keep all body parts away from the mechanisms under the chair. Repairs and maintenance should only be carried out by fully trained technicians.
- ⑥ Exercise care in using the release lever for the reclining mechanisms and adjustments to avoid injury.
- ⑦ Pressure ulcer or pressure injury reduction is not a guarantee with this equipment. The User must ensure that the Patient has a period out of the chair after prolonged sitting to raise tissue oxygenation levels. Although the chair offers pressure management, the body tissue still needs time to recover. In many places, local or national guidelines recommend a maximum of 2 hours sitting at any one time. You must also observe Patient specific recommendations and guidelines as set by their health professional with regard to the use of tilt and recline for appropriate pressure management.
- ⑧ The chair must be used on a level, plain, hard surface with the brakes engaged to avoid it moving during use and to ensure stability. When the chair is not in transit, all the braking castors on the product must be engaged to prevent risk of injury when being used.
- ⑨ The chair may not be left in an outdoor environment. More information on fabrics and their environment can be found later in this manual.
- ⑩ Ensure there is more than one competent person there when making adjustments to ensure they are correct and safe for the Patient.
- ⑪ If in doubt as to any the adjustments, feel free to contact Seating Matters direct at technical@seatingmatters.com.
- ⑫ Under no circumstances must the User or Patient stand or sit on the footplate of the chair.
- ⑬ The chair should not be transported in a vehicle while the Patient is seated on the chair.
- ⑭ This chair should not be lifted at any time unless by competent persons trained in such manual handling.
- ⑮ When operating the leg rest and recline features on the chair please ensure there is a 450mm / 18" gap around the chair to prevent the back or leg rest coming into contact with a wall or any other object.
- ⑯ On powered options, please ensure that your chair is charged daily.

Please call your Seating Matters provider if you have any questions on these points.

Regularly servicing your Seating Matters chair will prevent untimely and inconvenient breakdowns, reduce repair costs and extend the chair's working life. Damage to the chair can also cause excess strain for the User and Patient.

Important

Parts can only be changed by service persons trained in Seating Matters products and use only Seating Matters parts. We recommend that your chair is serviced every year by a Seating Matters approved provider for any running repairs and maintenance.

Maintenance

Carry out the following regular checks to ensure the operation and safety of the chair. If you are in any doubt about the functioning of your chair contact your Seating Matters approved provider immediately.

Daily

- 1 Check that the castors are not damaged.
- 2 Check that the castors turn freely.
- 3 Make sure that the castor forks run free and are not bent.
- 4 Check all fabrics for damage or contamination and replace where necessary.
- 5 See Cleaning Instructions section in the manual for cleaning instructions.
- 6 Check batteries and electrical connections are secure.

Weekly

- 1 Check the castor fittings for hair and dirt etc. which could restrict the castor movement.
- 2 Pick out any such material with tweezers or take the spindle out, clean it and then replace it.
- 3 If it is still not free (one continuous turn without it sticking) contact your Seating Matters approved provider for a replacement.

Monthly

Castors

Make sure the top of the castor housing is parallel with the floor. Any variation will cause restricted movement. If it is damaged contact your Seating Matters approved provider for a replacement.

Mechanisms

Check all tilting mechanisms are working smoothly.

Check that cables are not kinked or frayed.

Check that all nuts and bolts are present.

Check that all nuts and bolts are secure.

Note: If nuts or bolts need attention, contact your Seating Matters approved provider IMMEDIATELY and DO NOT USE the chair until it has been serviced.

Leg Rest

Check that all leg rests are easily removed/swung-away and replaced or repositioned easily. Ensure that parts lock in place securely. If parts are not locking try lubricating. If the problem still remains contact your Seating Matters approved provider.

Frame

Check the visible parts of the frame for cracks, splits, large dents or other damage. If you find any of these things DO NOT USE. Contact your Seating Matters approved provider immediately.

Seating Matters are committed to reducing waste and improving our care for the environment. Where possible we have manufactured our chairs with recyclable materials. Guidance on recycling can be found below.

The WEEE Directive

The WEEE Directive, 2012/19/EC, urges producers of Electrical and Electronic Equipment (EEE) to provide information on how these products can be treated, reused or recycled.

In order to comply with this directive in the European Union, Seating Matters electrical components are marked with a crossed out wheelee bin. This indicates that the electrical components should be treated in accordance with the WEEE regulations after their useful life.

Advice on Recycling

- 1 Your Seating Matters chair may contain batteries which should not be disposed of in household waste.
- 2 Never dispose of the battery in a fire. This may cause an explosion.
- 3 The chair may contain substances that could be harmful to the environment.
- 4 Electrical components must be taken to a proper recycling facility.
- 5 Your Seating Matters chair contains component parts which can be recycled.
- 6 We thank you for being environmentally responsible and for making efforts to recycle your Seating Matters chair at the end of its' safe and useful life.
- 7 Contact your local authority or governmental agency for the regulations that apply in your area.
- 8 If you wish to have Seating Matters recycle your chair on your behalf, you are welcome to return the product to our company.



Plastic Components

Many of our plastic components are made from polypropylene and can be recycled as long as they are recycled with other polypropylene resin materials. Polypropylene sheets can be recycled with any other materials that have this symbol.



Plastic Trays

Our plastic tray tables are made from Polyethylene Terephthalate Glycol (PETG) which is a sturdy, transparent, easily cleaned material. Like acrylic, PETG is 100% recyclable and can be recycled and re-purposed indefinitely. Capable of being sterilized, it's a renowned food-safe material and will help us meet a higher standard towards infection prevention & control. PETG's damage resistance is far higher than that of acrylic & has an impact resistance 30 times that of glass. PETG can be recycled with any other materials that have this symbol.



Safety

The **Sydney GoFlat™** is CE marked to show conformance to the Medical Devices Directive 93/42/EEC and conforms to BS ISO 7176 at medium hazard.

Regional Variations

The device referred to as a "**Sydney GoFlat™**" is a Seating Matters product category and the information included in this document reflects common features of this group of products. In some regions of the world, we supply product design variations of equivalent function and ease-of-use but with alternative specifications or reinforcements.

The following table outlines the parts covered under frame warranty and the warranty period specific to your chair;

Chair	Frame Warranty Period	Frame Parts Covered
Adult Phoenix & Sorrento	7 Years	(a) Metal base frame. (b) Metal seat frame. (c) Metal back rest frame. (d) Armrest brackets. (e) Cracks or tears in metal work. (f) Leg rest linkages.
Kids Phoenix & Sorrento		
Bariatric Sorrento		
Atlanta		
Monaco		
Milano	3 Years	(g) All mounting points for gas struts and electric actuators. (h) All metal fixings and hinges.
Sydney GoFlat		
Denver	1 Year	(i) All welds on chair frame.

The following table outlines the parts covered under components warranty;

Chair	Component Warranty Period	Components Covered
Adult Phoenix & Sorrento	1 Year	(a) Actuator systems including control box, handset and charger/charger lead. (b) Gas struts including release cables and component parts. (c) Upholstery if there is a clear and obvious manufacturing error. (d) Castors (e) Wing knobs and adjustment handles. (f) Bolts and attachment fixings.
Kids Phoenix & Sorrento		
Bariatric Sorrento		
Atlanta		
Monaco		
Milano		
Sydney GoFlat		
Denver		

For full terms and conditions visit our website or scan the QR code here:



Seating Matters are at the forefront of seating research and design, therefore we take the protection of our intellectual property very seriously and have our designs, patents and trademarks protected in many jurisdictions throughout the world.

The Seating Matters Trademark is registered throughout the European Union and various countries globally.

Patent Pending No. GB1915470.7

US Design Patent No. 601360S
No. D611718
No. 600932
No. D602704S

Australian Design Registration No. 325536
No. 324011
No. 325537
No. 324012

Community Design Registration No. 001016364-002
No. 000942180-0004
No. 002428813-0001
No. 001016364-001
No. 012673018

Canadian Design Registration No. 130224
No. 128763
No. 130217
No. 128764

We are here to help

For any questions or queries regarding your Seating Matters chair please contact:
contact@seatingmatters.com



Notes



Notes



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