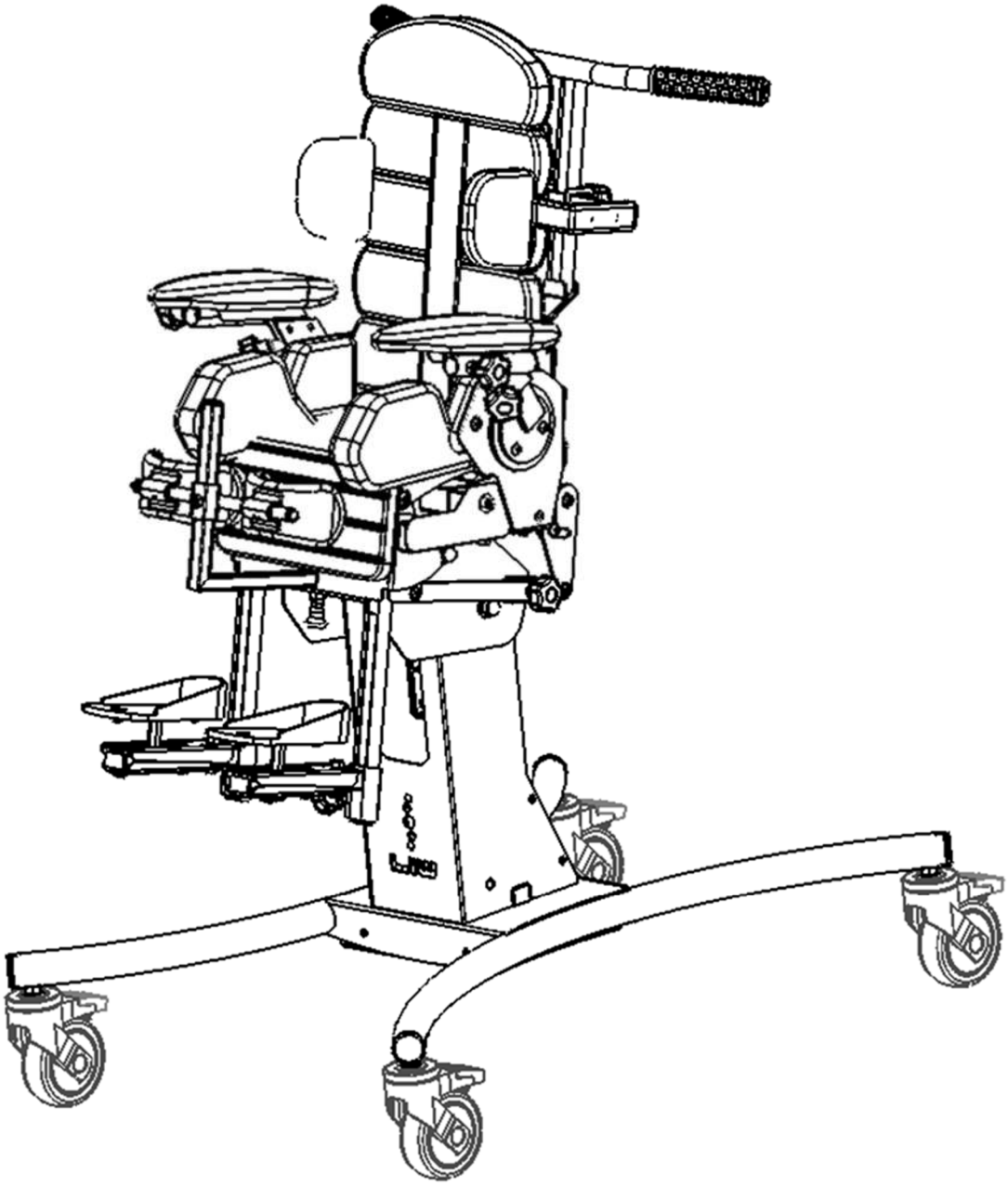
ENG

# INSTRUCTIONS FOR USE

# BAFFIN Automatic



Sizes: S, M,L
Control: Automatic

CE

MD

Revision 4 – 08.05.2025

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**ATTENTION!** DEVICE IS DEDICATED FOR INDOOR USE.
DEVICE USE TEMPERATURE RANGE +5°C » +45°C

**ATTENTION!** WHILE USING AND SERVICE, ALSO DURING INSTALLATION AND ADJUSTMENT ALL THE MECHANISMS, THERE IS A DANGER OF ENTRAPMENT OR/ AND COMPRESSION SOME PARTS OF A USER/ USER'S ASSISTANT BODY INSIDE OF THE GAPS/ SLOTS BETWEEN ELEMENTS. THIS ACTION SHOULD BE TAKEN WITH EXTRA PRECAUTION. AFTER FINISHING ADJUSTMENT, THERE IS A NEED TO STABILIZE POSITION BY PRECISE TIGHTENING OF THE KNOBS/ BOLTS.

**ATTENTION!** THE PACKAGE OF THE PRODUCT SHOULD BE KEPT IN CASE IF PRODUCT REQUIRES RE-TRANSPORTATION FOR WARRANTY PURPOSE.

**ATTENTION!** WHILE USING THE BAFFIN AUTOMATIC MULTIFUNCTIONAL DEVICE THE CHILD SHOULD NOT BE LEFT UNSUPERVISED. THE DEVICE IS DEDICATED FOR USE OF ONE PERSON ONLY.

**ATTENTION!** THE MAXIMUM LOADING OF THE BAFFIN AUTOMATIC MULTIFUNCTIONAL DEVICE SHOULD NOT BE EXCEED.

**ATTENTION!** IF THE BAFFIN AUTOMATIC MULTIFUNCTIONAL DEVICE IS MISSING SOME PARTS OR HAVE THOSE DAMAGED, IT IS FORBIDEN TO USE ONE.

**ATTENTION!** ADJUSTMENT AND REGULATION OF THE DEVICE TO MEET THE REQUIREMENTS OF AN INDIVIDUAL PATIENT MUST BE PERFORMED BY A PHYSIOTHERAPY SPECIALIST OR A TRAINED PERSON.

**ATTENTION!** IN THE EVENT OF A SERIOUS MEDICAL INCIDENT, THE USER/PATIENT SHOULD REPORT THE INCIDENT TO THE NATIONAL COMPETENT AUTHORITIES AND TO THE MANUFACTURER IMMEDIATELY.

**ATTENTION!** THE DEVICE CONTAINS SMALL PARTS THAT MAY POSE A RISK OF CHOKING OR SWALLOWING BY A CHILD.

**ATTENTION!** IT IS NECESSARY TO CAREFULLY READ THE INSTRUCTION FOR USE BEFORE USING THE DEVICE, AND RETAIN IT UNTIL THE END OF ITS USE.

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## 1. Introduction

The BAFFIN Automatic Multifunctional device developed by LIW Care Technology Sp. z o.o. was designed and patented to provide new quality in rehabilitation. We have made every effort to ensure that the BAFFIN Automatic Multifunctional device was as easy to use as possible while providing vast anatomical adjustment possibilities and the best posture correction.

Before using the Multifunctional device, please familiarize yourself with this manual.

By following all recommendations included in this manual, you will be able to avoid any situations that might damage the equipment and ensure your safety and comfort while using the device.

You will be able to take full advantage of all the benefits of the device only when it is properly fitted to the patient's body and their personal needs.

## 2. General safety conditions

It is essential that you read this manual before using the appliance. Follow all the instructions in the manual, you will avoid situations where you could damage the appliance and ensure your total safety and comfort during the entire life of the product.

The biggest concern of LIW Care Technology Sp. z o.o. is to ensure the safety of our patients using the device. In order to guarantee full safety of the user of our multifunctional device, you have to follow these recommendations:

1. Prior to any attempt to use the device, thoroughly familiarize yourself with this manual. If in doubt, contact the seller or manufacturer.
2. Make sure that all the information, recommendations and warnings contained in these chapters are fully comprehensible. This manual includes paragraphs marked WARNING, which is meant to call special attention to its contents. It means the following:
3. The child must not be left in device without supervision by a career.
4. If child is using a device make sure that child is properly secure.
5. Baffin Automatic is intended for use by one person at a time.
6. Incorrect use of product may be hazardous to health and cause injury to the user.
7. During the use and holding of the Baffin Automatic and when assembling and adjusting its mechanisms, particular attention should be paid to moving parts that create a real safety hazard such as squeezing the body in openings or between components. After each adjustment, stabilize the position by carefully tightening the nuts/bolts and make sure that the upright's components are in the sated and secured position.
8. It is forbidden to transport patient in Baffin Automatic traveling by car or by plane(as a car seat) Child cannot use device during traveling by car or plane
9. It is forbidden to ride devices up or down stairs both with or without patient.
10. It is forbidden to move the patient in the device.

The device meets fire protection level FT2.

The device may cause electromagnetic field interference.

All modifications of the device made by customers not considered by instruction for use are not allowed by the manufacturer and might cause warranty loss.

Pay attention to the device condition. The occurrence of any damage or signs of excessive wear on the unit should be checked and, if necessary, such an incident reported to the distributor or manufacturer.

The instruction for use attached to devices manufactured by LIW Care Technology Sp. z o.o. include paragraphs marked with the word NOTE, intended to emphasise the content of the given paragraph. The significance of the above-mentioned symbol is as follows:

**ATTENTION!** THIS SYMBOL IS USED TO STRENGTHEN THE FOCUS OF THE READER ON THE CONTENT MARKED WITH THIS SYMBOL. FAILURE TO COMPLY WITH THE CONTENT UNDER THIS SYMBOL MAY ENDANGER THE LIFE OR HEALTH OF THE USER.

## 3. Intended Use

Baffin Automatic is a device that stands up and positions in an upright position. It is used in those diseases where verticalization is indicated and the patient has lost this function temporarily or permanently. The decision to introduce verticalization in the rehabilitation process is made by the rehabilitation doctor who writes an order for this type of equipment.

The multifunctional device is most often used in the following diseases:

- cerebral palsy,
- genetic syndromes,
- metabolic syndromes,
- muscular dystrophies,
- spinal muscular atrophy – SMA,
- paralysis of various origins,
- spina bifida,
- myelomeningocele,
- conditions after spinal injuries,
- conditions after craniocerebral injuries,
- conditions after strokes,
- posture defects,
- spinal scoliosis.

**Indications:**

- improvement of cardiovascular function,
- prevention and treatment of venous stasis,
- improving lung ventilation and preventing pneumonia,
- prevention of pulmonary embolism,
- prevention and treatment of osteoporosis,
- prevention and treatment of stasis in the urinary tract,
- improvement of intestinal peristalsis,
- improvement of mental state,
- prevention of muscle atrophy,
- prevention and treatment of contractures,
- preventing and slowing down the progression of scoliosis in children and adolescents with lost gait function.

In the first period of using the equipment, it is worth getting the patient used to the new supplies. The process of accepting the equipment can take from several minutes to several days – depending on the patient's health condition. The first verticalization should take place in the presence of a physiotherapist and last up to 5 minutes, at an upright angle of 30-45 degrees, especially in patients who are in a lying position after a long hospitalization and patients in whom verticalization has not been carried out for a long time. The time spent in the device is not strictly defined and depends on the patient's health condition and the rehabilitation process. The device provides the patient with stabilization and facilitates the development of cognitive functions. It also ensures the comfort of working with the child and its safety. Upright positioning is carried out on demand several times a day and lasts from 5 to 60 minutes, depending on the recommendations of the physiotherapist or rehabilitation doctor treating the patient.

**Contraindications** to the use of the Baffin Automatic multifunctional device coincide with contraindications to standing upright. These include:

- atypical adverse reaction to upright positioning,
- inflammation of joints of various origins,
- post-traumatic conditions after fractures of long bones with incomplete union,
- conditions after dislocation and other injuries of the joints of KKD,
- large contracture in the knee joint (see description below),
- increased body temperature,
- a large deformity around the feet, which prevents the patient from being properly loaded.

Baffin Automatic device, thanks to its design, does not exclude verticalization of patients with fixed contractures of the knee joint, however, due to the small degree of angle adjustment in the knee joint, special attention and control of the child is recommended in such cases. Such cases should be considered individually, and verticalization should take place under the strict supervision of a doctor or physiotherapist.

## 4. Identification plate

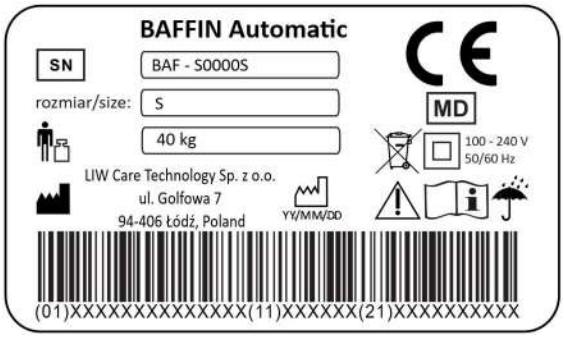


**Fig. 1**

## 5. Symbols meaning

Manufacturer's name

Date of manufacture

Serial Number

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User's permissible weight

Avoid contact with water

**ATTENTION!** Follow instructions for use.

Protection class II
100-240V – voltage
50/60 Hz – frequency

Medical device

Parts and movement direction

Mark of conformity according to the Regulation 2017/745 of the European Parliament and of the Council (EU) dated from April 5th, 2017, on medical devices, Annex V.

Do not dispose of this device with household waste.

Device operating temperature.

## 6. Compliance with the safety requirements for medical devices

The multifunctional device Baffin Automatic meets requirements of the Regulation of the European Parliament and of the Council (EU) 2017/745 dated from April 5th, 2017, on medical devices.

The multifunctional device Baffin Automatic in accordance with Annex VIII of the Regulation of the European Parliament and of the Council (EU) 2017/745 dated from April 5th, 2017, on medical devices is a non-invasive, active class I medical device according to the rule 1.

Conformity declaration of the device can be obtained in the Sales Department of the manufacturer.

**ATTENTION!** In case of any modification of the device, the use of non-original spare parts or use with products of another manufacturer, the CE marking must be removed.

## 7. Application

The multifunctional device Baffin Automatic makes it possible to support the rehabilitation of patients whose conditions prevent them from maintaining a proper body position on their own. The product enables standing position. The device allows correct positioning (in an optimal position) of the child's spine and pelvic. With correct posture, quality of life improves.

Due to its design, which tries to reproduce the physiological curvatures of the spine when correctly positioned, it perfectly corrects scoliosis in a smooth way and passively restores the correct alignment of the kyphosis and lordosis of the spine. The adjustment of the pelvic position (the pelvic in the sitting position is the base for the whole body) corrects the alignment of the spine, which makes it possible to force the correction of the patient's whole body. The ability to infinitely adjust the load on the buttocks has an excellent anti-decubitus effect (prevents and facilitates healing), with less skin irritation. The device allows the child's head to be held in the correct position, making it easier, for example, to feed, teach and play the child. Each Baffin automatic multifunctional device is individually adapted to the child. An innovative feature of the device is that it 'grows' with the child. It can be adjusted to the child's current position and height.

In addition to the verticalization function, the Baffin automatic multifunctional device allows for a sitting or lying position.

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## 8. Technical parameters of BAFFIN Automatic Multifunctional device

Three sizes of the Multifunctional device are available. Basic dimensions are given in the table below:

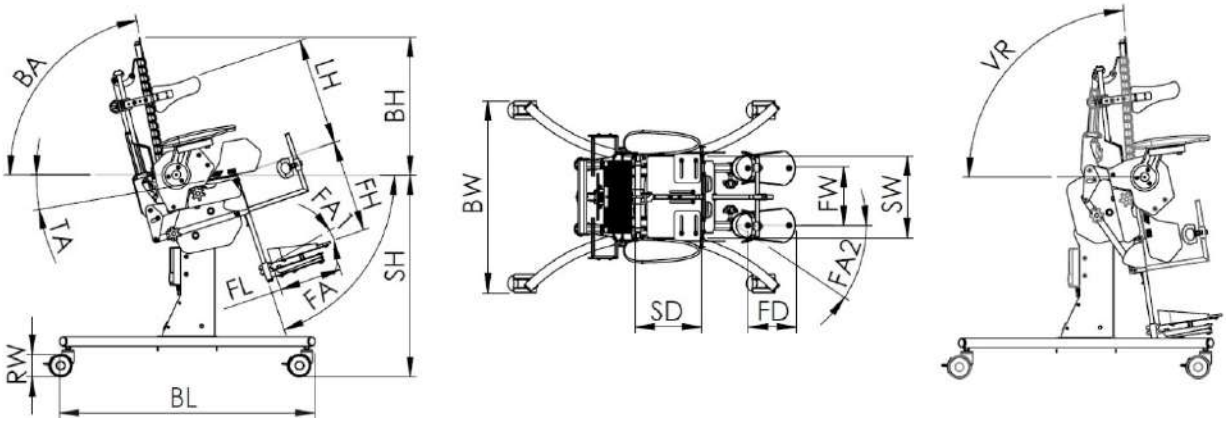


**Fig. 2**

| No. | Parameter | Size | | | | | |
|---|---|---|---|---|---|---|---|
| | | S [cm] | M [cm} | L [cm] | S [Inches] | M [inches] | L [inches] |
| 1 | Seat height (SH) | 69 | 69 | 69 | 27 | 27 | 27 |
| 2 | Back height (BH) | 44<br>*52**<br>*60** | 52<br>*44**<br>*60** | 60<br>*44**<br>*52** | 17.3<br>20.4*<br>23.6* | 20.4<br>17.3*<br>23.6* | 23.6<br>17.3*<br>20.4* |
| 3 | Back angle (BA) | 0°÷90° | 0°÷90° | 0°÷90° | 0°÷90° | 0°÷90° | 0°÷90° |
| 4 | Verticalization range (VR) | 0°÷86° | 0°÷86° | 0°÷86° | 0°÷86° | 0°÷86° | 0°÷86° |
| 5 | Base length (BL) | 88 | 88 | 88 | 34.6 | 34.6 | 34.6 |
| 6 | Base width (BW) | 65 | 65 | 65 | 25.6 | 25.6 | 25.6 |
| 7 | Foot platform height (FH) | 16÷33 | 16÷33 | 30÷48 | 6.2÷13 | 6.2÷13 | 11.8÷18.9 |
| 8 | Foot platform length(FL) | 17 | 21 | 23 | 6.7 | 8.3 | 9.0 |
| 9 | Wheel diameter (RW) | 10 | 10 | 10 | 3.9 | 3.9 | 3.9 |
| 10 | Seat depth (SD) | 18÷28 | 21÷31 | 29÷39 | 7÷11 | 8.2÷12.2 | 11.4÷15.3 |
| 11 | Seat width (SW) | 18÷29 | 22÷33 | 22÷33 | 7÷11.4 | 8.6÷13 | 8.6÷13 |
| 12 | Footrest angle (FA) | 0°÷90° | 0°÷90° | 0°÷90° | 0°÷90° | 0°÷90° | 0°÷90° |
| 13 | Footplate angle (FA1) | -/+5° | -/+5° | -/+5° | -/+5° | -/+5° | -/+5° |
| 14 | Footplate angle (FA2) | -/+45° | -/+45° | -/+45° | -/+45° | -/+45° | -/+45° |
| 15 | Footplate depth range (FD) | 6 | 6 | 6 | 2.4 | 2.4 | 2.4 |
| 16 | Footplate width range (FW) | 10÷30 | 12÷35 | 12÷35 | 3.9÷11.8 | 4.7÷13.8 | 4.7÷13.8 |
| 17 | Tilt angle (TA) | 13° | 13° | 13° | 13° | 13° | 13° |
| 18 | Lateral support height (LH) | 21÷38 | 21÷38 | 21÷40 | 8.3÷15 | 8.3÷15 | 8.3÷15.7 |
| 19 | Maximum user's weight | 40kg | 60kg | 60kg | 88.2lb | 132.3lb | 132.3lb |
| 20 | Weight of the device | 34,1kg | 38kg | 39,5kg | 75.2lb | 84lb | 86lb |

* To be selected at the equipment order stage

The device is supplied with power supply 100 - 230 V.

The unit can have a battery/battery pack of 25.2 V and 1800 mAh.

Components used in the control and power supply have insulation class IP 42.

The device emits 55 dB and 50 Hz during operation.

The device should be recharged systematically and at least once a month, and should not be allowed to run down completely.

The unit complies with EMC requirements.

## 9. Construction of the Multifunctional device

**Fig. 3**

The Baffin Automatic Multifunctional device consist of:

1 – Central Core (Spine)
2 – Lateral support
3 – Hip Support
4 – Tight Support
5 - Armrest
6 – Knee pads
7 – Footrest
8 – Foot Platform
9 – Standing Base
10 – Seat
11 - Actuator
12 – Headrest

The equipment of Baffin Automatic Multifunctional device is available depending on the Continent, Country

## 10. Adjustment and adaptation

**ATTENTION!** Adjustment and adaptation must be performed by a person authorized by the manufacturer of the Multifunctional device. The adjustments listed below have to be made according to doctor's or physical therapist's recommendations.

### 10.1 Adjusting tools

For full adjustment of device and accessories tools listed below are necessary:

H4 - Allen key 4
H5 - Allen key 5
H6 - Allen key 6

## 10.2 Adjusting the width and depth of the Multifunctional device

### 10.2.1 Adjusting the width

The width of the seat can be adjusted using the knob (3) marked with a red arrow (Fig. 2). The knobs are located on the right and left sides of the device. Their effect is independent of each other. This enables symmetrical and asymmetrical positioning of the user's body.

To change the width of the left or right side:

a) loosen the securing bolts (1 and 2) on the back and bottom of the device using the Allen key 4mm (Fig. 4).

b) turn the knob (3) marked with a red arrow using the Allen key 4mm (Fig. 4) to change the width of the left or right side of the device.

c) tighten the securing bolts (1 and 2) on the back and bottom of the device (Fig. 4).

Repeat this procedure for the opposite side if necessary.

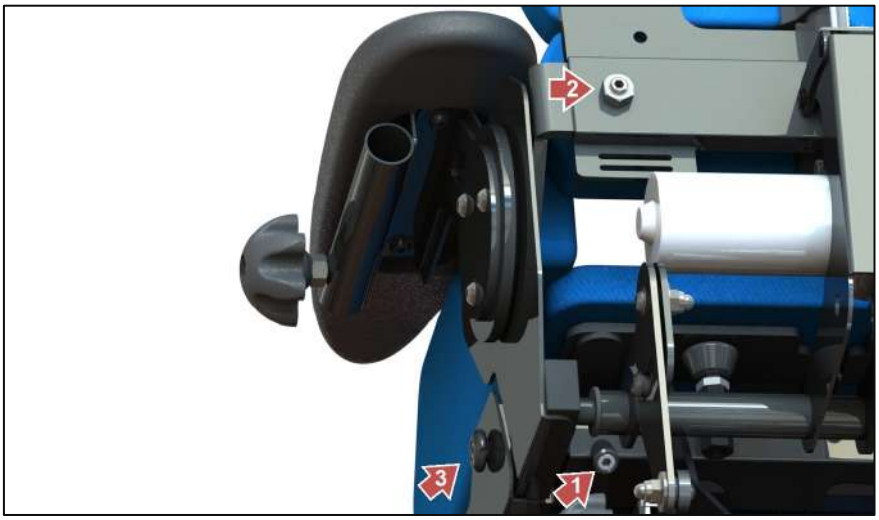


**Fig. 4**

### 10.2.2 Adjusting the spacing of thigh supports

The high support spacing adjustment is done using two adjustment screws below the supports (Fig. 5). To make the adjustment, raise the upholstery on the thigh supports and loosen the adjustment screws to position the supports appropriately. After setting the desired position, tighten the adjusting screw to lock the supports in place. Thigh supports can be positioned at an angle to the longitudinal axis of the device, thus increasing thigh angle. Thigh support positioning has an impact on the correct position of knees in relation to the pelvic.

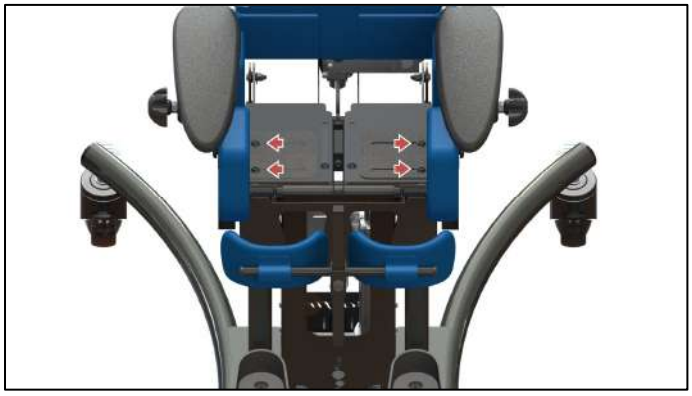

**Fig. 5**

The adjustment screws are located on the right and left sides of the device. Their effect is independent of each other. This enables symmetrical and asymmetrical positioning of the user's body.

**ATTENTION!** After adjustments are made, make sure that all the adjusting screws are tightened. Failure to tighten them may be hazardous to the patient and may damage the device.

### 10.2.3 Adjusting the depth

Seat depth can be adjusted by sliding the back of the device into or out of the base. Adjustments should be carried out with the device in the full sitting position.

To make the adjustment, loosen the knobs on the side pulls (Fig. 6) on the right and left sides of the device, then loosen the securing screws located underneath the seat (Fig. 6) on the right and left sides. Next, insert or pull out the rear of the unit (backrest and actuator) to obtain the desired depth of the seat. After adjustment, tighten the previously loosened screws, pull and secure screws.

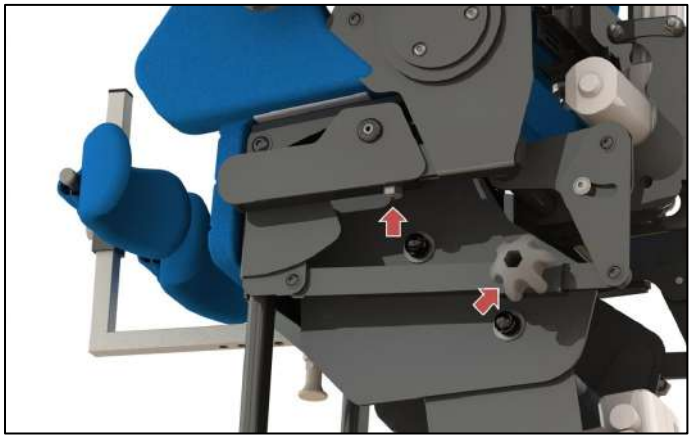

**Fig. 6**

**ATTENTION!** Adjustments should be carried out with the device in the full sitting position. After adjustments are made, make sure that all the adjusting screws are tightened. Failure to tighten them may be hazardous to the patient and may damage the device. Once the depth adjustment is done, adjust the seat position.

### 10.2.4 Adjusting the seat position

Seat position is adjusted by sliding the right and left seat supports back or forward (Fig. 7). The adjustment should be carried out with the device in a recumbent position, after loosening all six screws (three per each support). A properly adjusted seat will have a space of approx. 1 cm between the seat supports (left and right) and the bottom of the backrest when the device is in a recumbent position.

To make the adjustment, remove the cushions from the seat and loosen all six screws securing the left and right seat supports (three per each support) (Fig. 7). Put the device in a recumbent position and slide the seat supports back or forward, so there is a space of approx. 1 cm between the supports and the bottom of the backrest. After the adjustment is completed, tighten all six screws.

**Fig. 7**

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**ATTENTION!** The adjustment should be done with the device in a recumbent position after loosening all securing screws. After each depth adjustment, make sure none of the seat supports collide with the backrest.

### 10.3 Adjustable armrests

**Fig. 8**

There is possibility to adapt adjustable armrest to Baffin Automatic. To adjust armrest there is need to loos knob close to tight support on the outside of device (see Fig. 8) then move armrest up or down on directions shown by arrow. To use tray armrest on both sides should be on the same level. The armrests can rotated on the side. That adjustment can provide front of armrest pointed up or down with reference to seat cushion. Standard position parallel to seat can be adjusted 30 degree up and 30 degree down. To start angle adjustment three bolts should be loosen up on the side of armrest.

### 10.4 Adjusting the width and height of lateral supports

The width and height of lateral supports are adjusted using the knobs marked with a red arrow (Fig. 9). Left and right armpit supports are adjusted independently. The knobs are located on both sides of the unit and operate independently of each other, making it possible to set the supports symmetrically and asymmetrically with respect to the axis of the body.

To adjust the height and width of the arm support, loosen the adjustment knob (Fig. 9), set the armpit support in the desired position and tighten the adjustment knob. Perform an analogous regulation on the opposite side.

**Fig. 9**

Lateral supports can be installed with elbow blocks or without.

### 10.5 Adjusting the foot platforms

The foot platforms is used to support the feet while sitting, lying down and tilting. The following parameters of the footrest can be adjusted:

- height,
- angle and position of the foot platform

#### 10.5.1 Adjusting the height of the foot platforms

The foot platform's height adjustment knob is marked with a red arrow (Fig. 10). To change the height, loosen the knob and move the footrest up or down. After setting the desired height, tighten the knob as much as possible. Foot platforms can be adjusted independently of each other, so that they can match lower limbs of different lengths. Foot platforms can be equipped with heel support when there is a need to strap up the leg above the ankle.

**Fig. 10**

#### 10.5.2 Adjusting the angle and position of the foot platform

To adjust the angle and position, use three adjustment screws located underneath the platform support. Adjustment is made by changing the angle and/or position of the foot platform.

To adjust it, loosen the three adjustment screws (Fig. 11) underneath the foot platform support, set the platform to the desired position and tighten the adjustment screws.

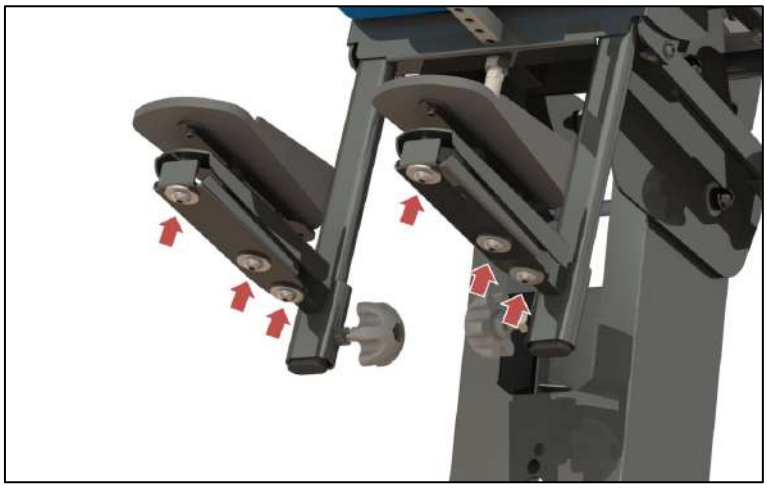

**Fig. 11**

**ATTENTION!** Improperly tightened knobs and footrest adjustment screws may result in the footrest being moved or dislodged when tilting, thus injuring the user or damaging the device.

### 10.6 Knee pad fitting and adjustment.

Knee pads are used to support the lower limbs during the tilting process. Properly set knee pads must support the lower limbs directly underneath the patient's knees. A properly fitted knee pad cannot put too much pressure on the limb when in an upright position. The knee pads should be adjusted with the patient in a recumbent position. The knee pad can be adjusted in three planes:

a) up-down
b) angle and left-right position
c) forward backward

Adjusting the angle of the knee pad position and left-right position is done by moving and rotating pads of the knee pad (4) on the knee pad's bar (2) (Fig. 12). To make an adjustment of the knee pad angle and left-right position, you should loosen the knob 5 (Fig. 12), set the knee pad's pad into the required position and then tighten knob 5. Adjustment is made separately for both the left and right knee pad's pad.

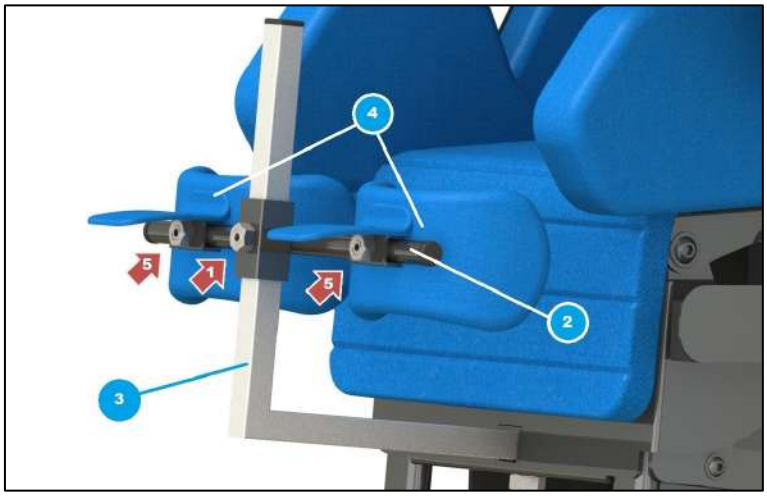


**Fig. 12**

The forward and backward adjustment of the knee pads is done by setting the pad at a desired depth. To adjust it, pull back the pin securing the knee pad (Fig. 13), set the knee pad to a desired depth and release the pin. After the pin is released, make sure that the pin is safely located in the hole in the knee pad support. If knee pad is not used it might get attached to a magnet on the side of the column.

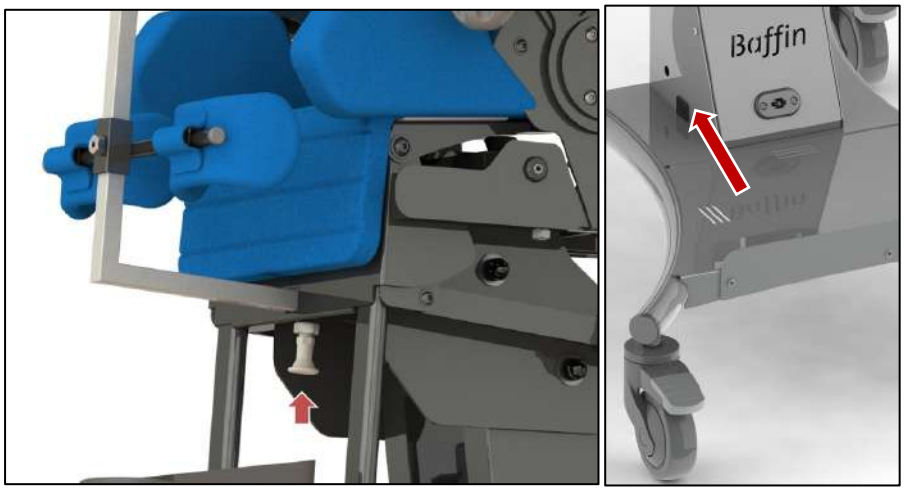


**Fig. 13**

**ATTENTION!** The knee pad is used to support the leg while standing only. Each time you install the knee pad, make sure it is secured in place by pulling it in the direction of the support unlocking.

**ATTENTION!** Do not use the knee pad while moving from sitting to lying position. Do not change the position from lying to sitting (or vice versa) with the knee pad in place.

**ATTENTION!** The device has electrical interlocking, when the knee pad is in place the actuator in back support is blocked. That means that the device will not move from sitting to lying position.

### 10.7 Modelling (fitting) the backrest

The BAFFIN devices feature a globally unique backrest modelled after a human spine. This construction allows for setting the user's back in an anatomical or corrective position.

To adjust the backrest, loosen the adjustment screw (Fig. 14), set the desired shape of the backrest and tighten the adjusting screw. After tightening the screw, the backrest will be fixed in place.

**Fig. 14**

**ATTENTION!** Rehabilitation using a Multifunctional device cannot start without prior consultation with a doctor taking care of the patient. The shape of the backrest can only be adjusted according to the recommendation from a doctor or physical therapist.

For special needs the built-in-spine can be equipped with built-in-spine system lock. For the lock installation, knobs (two marked by blue pointers on (Fig. 15) should be loosened, and then the lock should be moved on profiles on devices back. After gaining the desired height of lock, knobs should be tightened. For lock adjustment, four screws should be loosened (four marked red pointers on (Fig. 15), then tightened to the main core, and finally blocked by tightening the screws.).

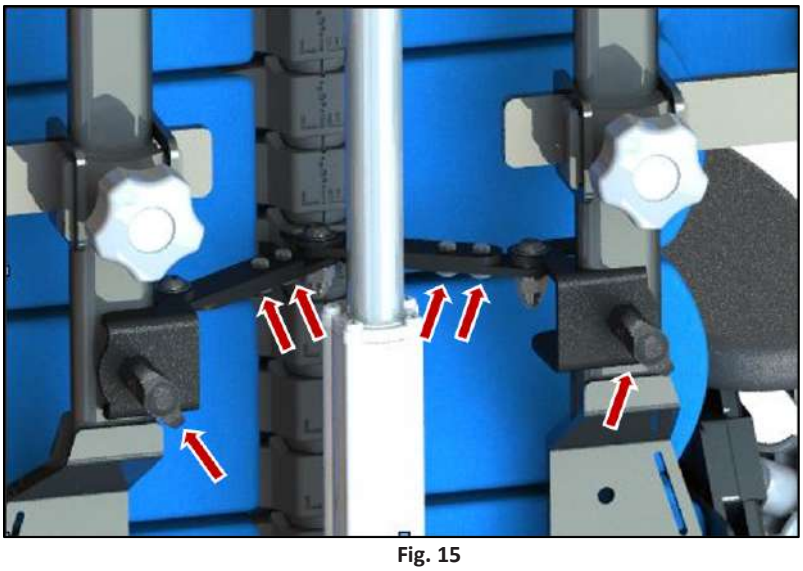

**Fig. 15**

### 10.8 Fixing and adjusting the vest and pelvic belts

The device is equipped with a vest and pelvic belts for securing the user's position in the chair. The vest and pelvic belts are attached to the device with straps. To properly secure the vest, the straps should be threaded through the holes in the mounting loops. The loops can be found in the upper and lower part of the backrest (Fig. 16). The length of the straps can be adjusted by pulling them through the loops or through the buckles securing the straps to the vest. Pelvic belts are attached to the beam at the back of the backrest (Fig. 12). Adjusting the length of the belts is done by pulling the straps through the loops.

**Fig. 16**

**ATTENTION!** Before starting the verticalization process, ensure that all the straps are assembled accurately in the belt loops, and that all the clampers of the vest and pelvic belts are tighten rightly.

## 11. Repositioning manual

The BAFFIN automatic multifunctional device is equipped with a remote controller, which allows you to easily change the position of the seat. The device allows tilting from a recumbent position**.** Before first use, remote control should be plugged into central socket (Fig. 17).

**ATTENTION!** Before tilting, make sure all straps are properly secured in the mounting loops and all buckles of the vest and lap belts are properly fastened.

**ATTENTION!** Do not start verticalization until all adjustments have been finished. Make sure all security and adjustment screws are properly tightened. Do not change the position from recumbent to sitting (or vice versa) with the knee pad in place.

**ATTENTION!** Before verticalization do the following:
1) prior to moving from the sitting to recumbent position (or vice versa), make sure that the knee pad is removed
2) install the chest belt and fasten all clamps on it so the user is safely secured to the device.
3) install and fasten the thigh straps
4) lock the wheel brakes
5) remove all items from the tray

### 11.1 Changing the position from sitting to recumbent

**ATTENTION!** Stability of the device can be endangered in the event of unexpected push, tilt or leaning on the device.

To change the position from sitting to recumbent, press the button marked with blue arrow (Fig. 17) -the backrest will start tilting backwards and leg supports will raise. Hold the remote-control button until you reach the recumbent position. This procedure can be interrupted at any time to stop the device at an intermediate position. To return to a sitting position, press the remote button marked with a red arrow.

**Fig. 17**

### 11.2 Changing the position from sitting to upright

After making sure that all the steps listed at the beginning of this chapter have been completed, you are ready to tilt the device. Tilting is done by going through the recumbent position.

To move to the upright position:
a) put the user in a recumbent position.
b) tighten the vest straps and the lap belt.
c) attach the knee pads.
d) press and hold the remote-control button marked with a blue arrow until the device is upright. This procedure can be interrupted at any time to stop the device at an intermediate position.

**Fig. 18**

To return to a sitting position:
a) press the remote-control button marked with a red arrow (Fig. 18) until you reach the recumbent position.
b) remove the knee pads.
c) gently loosen the vest straps and lap belt.
d) put the user in a sitting position.

**ATTENTION!** The device can change its position (tilting, seating, laying down) continuously for a maximum of 2 minutes, followed by an 18-minute break. This requirement is dictated by the design features of the actuators. Failure to follow it may result in permanent damage to the device.

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## 12. Additional equipment

The multifunctional device can be additionally equipped with:
1) headrest
2) anatomical headrest
3) tray
4) respirator shelf
5) single foot platform
6) battery

### 12.1 Headrest

**ATTENTION!** The headrest should provide support for the head, especially when lying down.

#### 12.1.1 Adjusting the headrest

To install headrest properly, you should follow these steps: (Fig. 19)
1. Unscrew the spine adjusting bolt together with the pad (13),
2. Overthrust headrest's fastening (15) on upper fastening of the spine (14),
3. Put and tighten the adjustment bolt of the spine together with the pad (13).

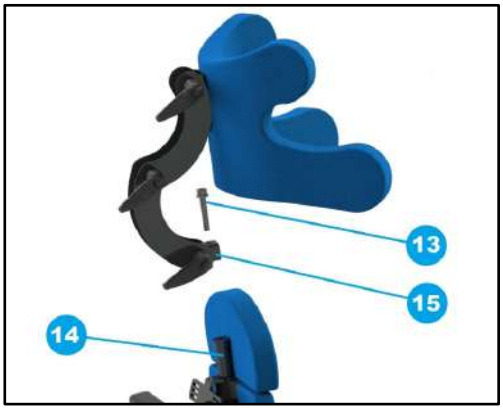

**Fig. 19**

#### 12.1.2 Headrest adjustment

To change the headrest position, adjusting knobs should be loosened (Fig. 20 – size S, Fig. 21 size M & L), headrest should be putted into required position, and then the above mentioned knobs should be tightened.

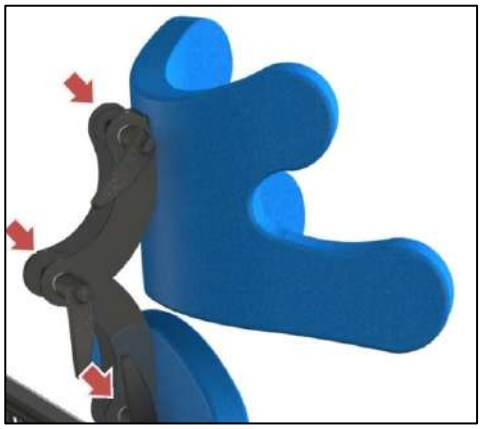
**Fig. 20**

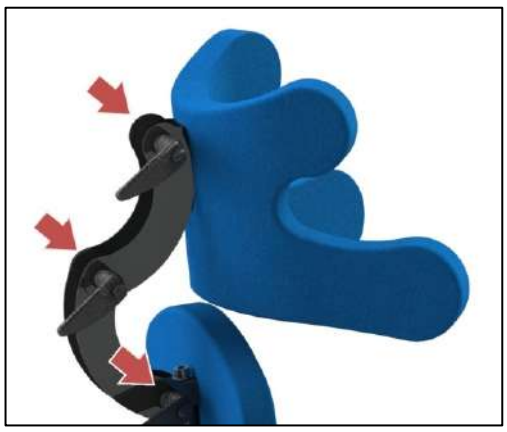
**Fig. 21**

### 12.2 Anatomical headrest.

Fig. 22

Attach the foam headrest to the selected part of the spine. For assembly, first put the vertical elastic loops through the spine part and then fasten the headrest with a strap, Fig. 22 and Fig. 23.

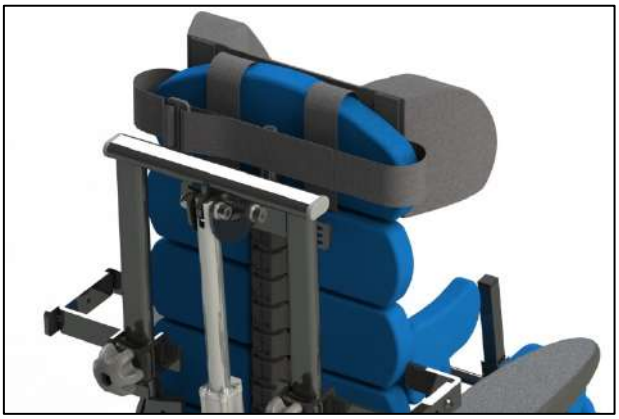

Fig. 23

### 12.3 Tray

**ATTENTION!** Before mounting the tray on the device, adjust the tray handles to the armrests. Improper width of the handles may make the tray unstable, damage the device or injure the user.

#### 12.3.1 Adjusting the spacing of tray handles

To adjust the tray handles to the sockets located underneath the armrests, loosen the screw's nuts (Fig. 24) on the handles above the tray top. Then slide the handles out or in to fit the socket spacing and tighten the screws.

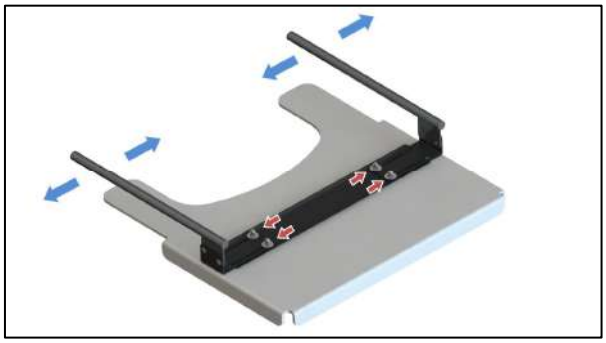

Fig. 24

### 12.3.2 Installing the tray

To mount the tray on the Baffin, loosen the locking knobs and push the handles of the tray in the sockets located underneath the armrests. After sliding the tray into the right depth, tighten the locking knobs (Fig. 25).

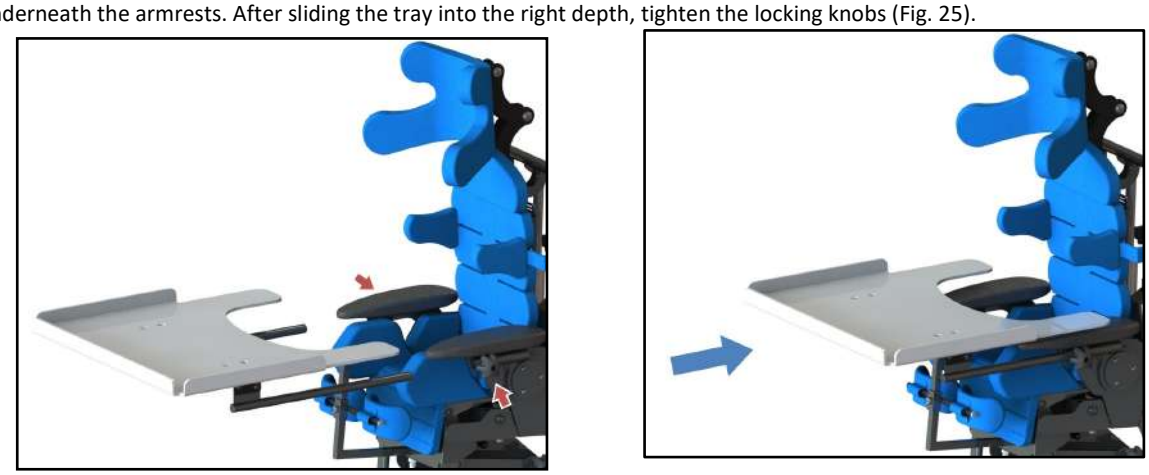

**Fig. 25**

### 12.3.3 Adjusting the angle of the tray

The tray angle can be adjusted by loosening the screws located above the handles and below the tray top. After setting the desired angle, tighten the screws (Fig. 26). The adjustment screws are located on both the left and the right side of the tray.

**Fig. 26**

### 12.4 Respiratory shelf

The device can be equipped with respiratory shelf (Fig. 27) which can provide support for some necessary assistive products needed for caring for a child using the device. Shelf can be attached by two screws under the device.

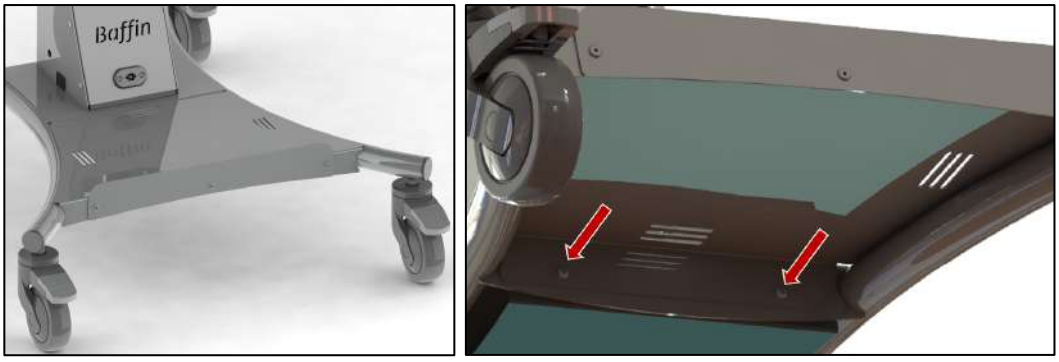


**Fig. 27**

### 12.5 Single foot platform

Baffin can be equipped with a single foot platform (Fig. 28). It is a simple solution without any angle adjustment where both feet's lay close together on the same level. Holes in footplate allow you to carry straps for feet hold. For installation and adjustment it is necessary to slightly unscrew knobs on the back of the footplate marked by blue arrows. Move of footplate marked by ed arrows shows that it can be placed up or down of the footrest.

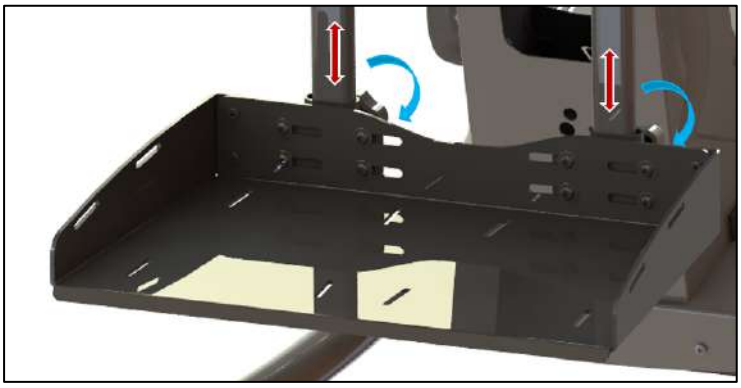

**Fig. 28**

### 12.6 Battery

**ATTENTION!** Before first use of the device, it should be plugged into power supply 100 – 240V to unlock electronics of the battery and its full charging.

To plug the device in, you should use the power supply unit to the socket (16) which is placed on the back of the device's base (Fig. 29). Battery is an independent power source, which enables using the device without the necessity of plugging it into an electrical power supply 100 - 240V. After the battery gets discharged, it needs to be charged again. On the battery casing, there is placed a diode which signals status of charging during loading – it is visible through the slot in the frame's base (Fig. 29).

**Fig. 29**

**Charging mode** (while the device is connected to the power supply 100-240V, for charging the device's battery, you should plug the power cord into the power supply (16) placed on the back of the device):
- diode is orange – short, constant impulses with 1s frequency – charging
- diode is green – monotonous light – the loading is over, battery fully charged.

Low status is signalled with repetitive, short sounds, which are a reminder for the necessity of plugging the device into the power supply 100-240V to charge it again.

First sound signal means that there is still 10-15% of the energy, which enables complete verticalization and safe return of the device to the starting position.

**ATTENTION!** After the first appearance of the warning sound suggesting low battery status, the verticalization process should not be started before plugging the device into the power supply 100-240V. There is a danger of completely discharging the battery, sudden stop of the device and impossibility to go put the standing frame back to the starting position.

**Battery technical data:** Ion-lithium battery. Output parameters: 25.2V 1800mAh 45Wh

**Charger technical data:** Impulse power supply. Input parameters: AC 100-240V 1.5A. Output parameters: DC 29 V 2A.

**ATTENTION!** To maximize the life of the battery, charge it at least once a week for a minimum of 12h. After the battery is discharged, it should immediately be connected to a power supply. Leaving a battery in a fully discharged state leads to its permanent damage. Complaints caused by improper operation of the battery will not be accepted.

## 13. Spare parts and consumables

The manufacturer does not provide for the replacement of components by the end customer. Repairs and replacement of components should be carried out by technically competent persons so as not to damage the equipment or pose a risk to life or health during replacement.

The equipment does not provide for the use of consumables in the sense of parts replaceable by the target customer.

Contact your distributor or the manufacturer's customer service department for replacement parts. See the warranty and service section for contact information.

## 14. Troubleshooting

When the swivel wheels do not turn to turn, check that the swivel lock is not blocked.

When the swivel-wheel unit has difficulty moving, check that the wheels are not blocked by intermediate components or pedals blocking rotation or turning.

When the device does not change position, check if the battery is charged or the device is plugged.

When the device does not change position from sitting to standing, take out knee pads.

Adjustments are described in the use and adjustment section.

## 15. General Care and Cleaning

A Multi functional device is a mechanical device with a supporting structure made of steel and aluminium, covered with powder coating. On the metal construction there are fixed sponge-foam filling. Foams are enclosed with covers made of textile fabrics.

Multifunctional devices, just as any other medical device, should be kept with fair clarity and used following the instructions for use

### 15.1 Cleaning and maintenance recommendations

Cleaning should be carried out whenever the appliance has been excessively soiled. Clean the appliance with such frequency that the upholstered parts and the frame and other parts of the appliance are not hazardous to health.

Devices should undergo regular inspections and maintenance activities listed in the table below to ensure long-lasting and trouble-free operation. If the user is unable to perform the following activities independently, they should seek assistance from a specialized medical equipment service center or contact the manufacturer's service directly. These activities are not covered under the current warranty and are performed at a cost.

| Activity | Every day | Every week | Every month |
|---|---|---|---|
| Check the proper functioning of the wheel brakes | X | | |
| Check the fastening of the vest, abduction belts, and pelvic belts | X | | |
| Visual inspection of structural elements (damage, cracks) | X | | |
| Check screw connections (eliminate any looseness) | | X | |
| Inspect the fastening of the footrest | | X | |
| Visual inspection of the wheels | | | X |
| Check the proper functioning of the tilt adjustment mechanism | | | X |
| Check the proper functioning of the back angle adjustment mechanism | | | X |

- Clean paint coatings with a cloth dampened with water. The use of mild agents for cleaning household appliances is allowed.
- You should systematically look after the frame, remove dirt and mud from moving parts.
- Do not use aggressive cleaning agents. Possible corrosion or damage to paintwork or foams and sponges.

**ATTENTION!** Do not wash the foam inserts.

The foam insert:

- Should be vacuumed mechanically or cleaned using a soft-bristled brush.
- Can be cleaned with a damp cloth and a mild detergent, then dried thoroughly at room temperature.

Devices can be equipped in two kinds of upholstery. Which defines the type of cleaning.
Guidelines for washing mesh upholstery (3D mesh):

- Remove foam inserts from the covers before washing.
- The covers should be washed by hand or in an automatic (tumble) machine at 30 C.
- Use detergents for delicate products in quantities specified on the package.
- For children prone to allergies, use grey soap or special detergents.
- To remove excess water – use a short spin cycle, do not wring.
- Drying – hang to dry at room temperature. DO NOT TUMBLE DRY.

**ATTENTION!** While washing the upholstery covers, particular attention should be paid to the velcro fasteners. To prevent any damage to the upholstery, ensure the velcro fasteners are unfastened during the washing and that they do not come into contact with the upholstery.

Guidelines for washing wipeable medical upholstery:

- Upholstery can be cleaned with moist damp cloth and a mild detergent.
- If any circumstances upholstery can't be cleaned this way it should be cleaned by disinfection with 25% ethanol.

### 15.2 Disinfection

If the device is used by different people (e.g. in a rehabilitation centre), disinfectants should be applied. For manual disinfection of metal and plastic parts of the product, INCIDIN PLUS in a concentration of 0.25% to 0.5% or similar disinfectant is recommended.

Wipeable medical upholstery can be also cleaned with 25% ethanol.

Please follow the manufacturer's instructions for use of the disinfectant.

**ATTENTION!** The device should undergo maintenance, performed by a qualified service technician, at least once a year (every 12 months). During maintenance, the safety of the device should be checked - the condition of the movable connections, snap-in and adjustment mechanisms should be checked. Periodic inspections of the device ensure long-term and problem-free operation.

**ATTENTION!** The device is not waterproof. Do not allow the device to come into direct contact with water. Use the device indoors at room temperature. Do not expose the device to direct contact with weather conditions.

## 16. Disposal of the product

If the user abandons further use of the product, he is obliged to dispose of the product in accordance with environmental regulations. Disinfection must be carried out before disposal, as a product which has not been disinfected in accordance with current environmental regulations is hazardous waste.

The user may:

- Contract a company that has the required authorizations to receive the equipment for decommissioning.
- In the event of disposal of the product, the plastic and metal parts used must be disposed of separately in accordance with environmental protection requirements and waste separation requirements.
- If you have any questions, please contact your local authorities, waste disposal companies or the appliance manufacturer.
- Disposal of electrical parts - electrical components (drives, controllers, manual panels, batteries, etc.), should be disposed of as electrical scrap according to the WEEE directive.

## 17. Conditions of use, storage and transport

**Fig. 30**

Moving the device BAFFIN Automatic requires two people. The frame of the device should be grabbed with both hands, evenly lifted and then taken to the required place.

**ATTENTION!** During transportation, the remote control should be plugged off, to prevent unwanted start-up while the device is on the move (Fig. 31).

**Fig. 31**

**ATTENTION!** It is not permitted to carry the device with the patient.

The product is intended for use in buildings.

For the necessary dimensions and weights of the unit for handling and transport, please refer to the technical data section.

Do not transport people in the unit in a motor vehicle such as a car, ship or aircraft.

Transport, handling and storage are best carried out on an empty folded product so that no damage is caused to the product, to third parties or to the transporting vehicle.

**ATTENTION!** During use, the product may change the temperature of the patient/user interface depending on the external heat sources to which it has been exposed (e.g. sunlight)

The manufacturer does not provide for repackaging of the product except in cases of service. It is recommended to keep the original packaging for warranty purposes. The appliance should be packed in such a way that no additional damage to the product occurs during transport by the supplier/courier.

**ATTENTION!**
The device can be stored/transported and used at temperatures between +16°C and +30°C and relative humidity between 10% and 60%; however, it is recommended that the device is stored/transported at room temperature and humidity.

If the device has been stored/transported in high ambient temperatures and has been exposed to direct sunlight, ensure that the device is at a safe temperature for use, i.e. the carer should check that the temperature of the device is not too high before the user has any contact with the device.

### 17.1 Push handle.

Push handle is dedicated to move devices on a wheels on relatively flat surface. Do not raise the device by push handle.

**Fig. 32**

## 18. Service and Maintenance

Should you notice faults or defects, you should stop using the buggy immediately and contact your dealer or manufacturer. Defective units must be protected against enlarging the area of damage. Never attempt to disassemble or repair the product. Do not replace original parts with the ones coming from a source other than the manufacturer recommends.

If any defects or damage are noticed, stop using the device immediately and contact the seller or manufacturer. Protect a defective device to prevent the damaged area from expanding. Do not attempt to repair the unit yourself. Do not replace the original parts of the device with parts made by yourself or obtained from other sources than recommended by the manufacturer.

- If the user decides to discontinue the operation of the device, he is obliged to dispose of it in accordance with environmental regulations.
- The manufacturer determines the product life to be 5 years.
- The post-warranty service of the device is performed by the manufacturer.

**Contact details of the service department:**
**LIW Care Technology Sp. z o.o.**
**ul. Golfowa 7**
**94-406 Łódź, Poland**
**www.liwcare.pl**
**e-mail: reklamacje@liwcare.pl**
**tel.: +48 42 212 35 18**

- Current address details are available at www.liwcare.pl.
- Terms of the warranty have been specified in the warranty card.

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