

Manual wheelchair maintenance for Glide products range of chairs.

The following checklist is as a guide for all manual chairs. Preventative maintenance is an important aspect of ownership and should be developed as a routine to maintain your independence and life style. A well maintained chair lasts longer.

This checklist is not intended to be a long drawn out process but a quick visual of the main components of the chair. For those people unable to do the repairs themselves this check list will help identify areas which can be passed onto the service person.

Armrests

- Check for cracks or sharp edges on arm pads
- Check that arms fit snugly into mounting sockets
- Check that button locks operate and engage in holes correctly
- Check that all accessories mounted on armrest are secure
- Apply Dri – Lube to front and rear mounting socket



Upholstery

- Check for torn or fraying edges (can be a source of irritation behind legs which can impact on skin integrity)
- Check for loose screws and tighten any with “Phillips” screwdriver
- Check for tautness of seat upholstery (G2 sailcloth style can be retensioned). Firm seat upholstery enhances posture and comfort.
- Check for tautness of back upholstery.
- If fitted to chair, make sure the backrest spreader bar fits easily into fittings and also keeps the upholstery taut.

Framework

- Fold chair to check that cross over mechanism is free in its movement and that the centre bolt is secure. (When folded out chair should “snap” into position)
- Check seat rails are not bent
- Check backrest bars are not bent
- Check for any loose nuts and bolts on frame work



Brakes

- Brakes should securely lock the tyre and prevent it from turning.
- (check tyre pressure before checking or adjusting brake)
- Adjust brake so that when it is in the "OFF" position there is approximately 1cm between tyre surface and locking bar
- Check that all locking screws and clamps are tight
- Check that the locking bar is not worn. (It can be rotated to a new position)

Wheels and Castors

- Check that axle locking nut is tight
- Tilt chair on side and check for excessive "wobble" or side movement in bearings of rear wheels
- Check for any missing or loose spokes
- For those chairs fitted with quick release axles these should be operated at least once per week to prevent them from seizing. Wipe axle clean and apply dri – lube. At the same time remove any hair or foreign matter from around axle and the axle socket.
- Check for any sharp edges on pushrims and that it is secured properly to wheel.
- Check front castor fork for excessive movement both up and down as well as back and forward. Locking nuts should be tight and axle should have minimal clearance in top nylon bush.
- Tilt front of chair up and spin castor wheels. They should spin freely. Remove any hair or foreign matter from around axles at this time.
- With chair on level ground check that chair rolls in a straight line. If it veers to one side check the following: 1. Castor axle housing is square/vertical to ground. 2. Front frame work is not bent.

Footrests

- Check spring mechanism on footplate hanger. Should move freely.
- Check that footplate fits easily onto mounting lugs and is held securely by spring loaded latch mechanism
- Check that all adjustment screws are tight

Tyres

- 24" X 1 3/8" Pneumatic
- 7" MCP (solid) front castors

Tyre Pressure

- 24 X 1 3/8" – 60PSI (check every week)
- Chairs with pneumatic front castors – 30psi (check every week)

Cleaning

- Chair upholstery can be washed with a mild soapy solution every 2 weeks or as required
- Framework can be cleaned using "Mr Sheen" or equivalent.
- (Note: Do not use on upholstery as it can cause it to crack)