

## MS3C-300WC Battery Operated Stair Climbing Trolley for Wheelchairs User Manual

### Deploying Wheelchair Stair Chair:

1. To unfold chair, grasp backrest with one hand and grasp the seat with other hand. Slowly guide chair into a fully open position.
2. Chair will automatically lock when it reaches its fully open position. You may now roll chair.

### Battery Installation:

1. Align battery power along battery support rail located on the back of chair.
2. Slide battery into place.
3. Lock battery onto rail by turning locking key.
4. Chair is now ready for use.



**IMPORTANT: Follow all local safety protocols**

### Loading Wheelchair into Trolley:

1. Position wheelchair in front of trolley's red wheel supports to have a visual reference of the distance needed between the supports.
2. Pull red wheel support adjustment knob out and up to release locking mechanism on trolley's wheel supports.
3. Slide the red wheel supports in or out to the distance necessary to allow for wheelchairs wheels to slide onto wheel supports.



**Note: Adjust wheelchair so that it is centered on the trolley before locking the wheel support knob. Wheelchair should be all the way back, with trolley frame centered between the wheelchair push handles.**

**Note: The red wheel supports are depth adjustable. If the back of the chair is not touching the trolley's frame, you can adjust the depth of the support to accommodate your specific wheel size. There are 2 bolts on each support.**

4. Lock wheel supports into place by pulling red knob out and down.
5. Next, you will need to adjust locking side supports to lock your wheelchair onto trolley.
6. Secure the wheelchair into place with red wheelchair frame locking supports located on each side of the trolley.
7. To adjust width of the locking supports, pull out on black knob located on each side support. Slide the locking side supports in or out to the necessary position.
8. Lock the side supports by releasing black knob.

**NOTE: Locking side supports should grab wheelchairs back frame uprights, either above or below the armrests. Some armrests may need to be removed to secure wheelchair to trolley.**

**Note: If the side supports need to be height adjusted to accommodate the chairs arm rests, you can adjust them with the black knobs located on the front side of the trolley's frame. Unscrew knobs on both sides, slide the supports to the desired height and lock both knobs.**

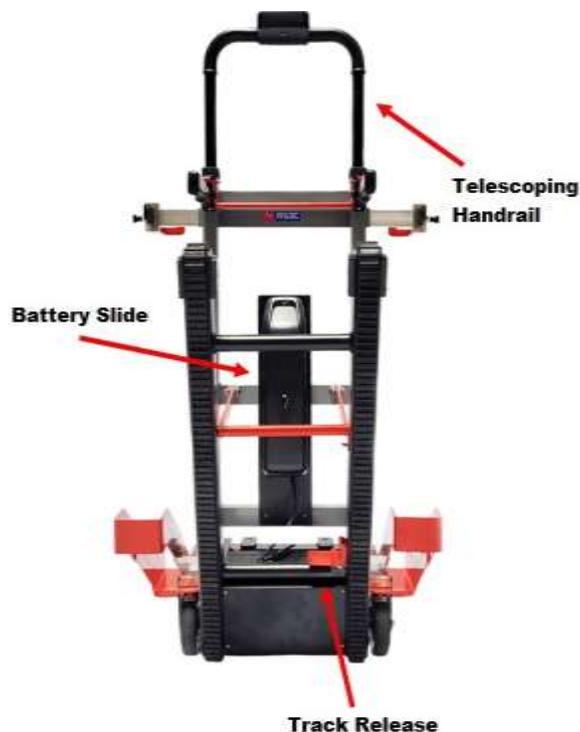
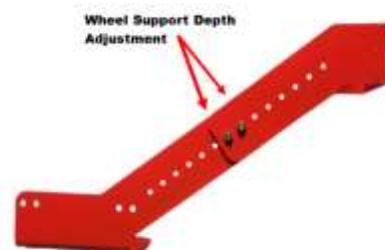
#### **Preparing for passenger loading:**

1. Roll wheelchair evacuation trolley next to patient, once chair is in position, LOCK rear casters.
2. To lock rear casters, push down red lever located on top of rear wheels.
3. Make sure locks are engaged by trying to move chair.
4. If chair does not move, you are ready to seat and secure your passenger.

#### **Loading your Passenger:**

1. Assist your passenger into seat using wheelchairs handlebars for support and balance if necessary.
2. Secure your passenger with horizontal lap belts (if provided)

**Patient Transport Descending: cont'd next page**





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1. Operator will roll the evacuation chair to top of the staircase.
2. Turn on battery with red button located on the bottom of the battery pack.
3. Operator will LOCK rear casters.
4. Open track system
5. To open track system, push red release level located behind seat.
6. Fully extended track and lock. Make sure track is in locked position by trying to slide the track in or out. If it does not move, track is locked.
7. Raise guide bar located behind passenger's head to full extension. To extend guide bar squeeze red horizontal bar located across back of seat.
8. Attach passenger head support around upright guide bar, firmly secure with Velcro.
9. When ready operator will disengage locked casters by pushing red unlock tab located on top of rear casters.
10. Slowly, tilt chair back keeping tracks aligned with staircase and begin descent.
11. Operator will push the "DOWN" button on control panel to start descent while maintain a reclined angle by applying pressure slightly down. This will keep tracks engaged with stairs.
12. When chair reaches bottom steps, operator will tilt chair back to upright position making sure front wheels are securely placed on ground.
13. Operator will then disengage track by pushing red release bar located on the back of the chair and pushing in. Make sure track is in closed locked position.
14. Make sure track is locked by pulling in or out. If track does not move, track is locked. Disengaging track will engage rear wheels.
15. To roll chair, operator will lower the HEAD END push handle and extend rear push handles.



#### **Patient Transport Ascending Stairs:**

1. Position evacuation chair with patients back to the stairs.
2. Slowly, tilt chair back keeping tracks aligned with staircase and begin ascent.
3. Operator(s) will maintain guide angle.
4. HEAD END operator will apply pressure slightly down. This will keep tracks engaged with stairs.
5. Operator will push the "UP" button on control panel and guide chair up one stair at a time.
6. Once at top of the stairs, operator will back up far enough to safely lower chair into its full upright



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position making sure front wheels are securely placed on ground.

7. Operator will then disengage track by pushing red release bar located on the back of chair and pushing in. Make sure track is in closed locked position.
8. Make sure track is locked by pulling in or out. If track does not move, track is locked. Disengaging track will engage rear wheels.
9. To roll chair, operator will lower push handle to a comfortable height.

#### **To Fold Trolley:**

1. Grab backrest with one hand and pull red folding bar located under chair with other hand.
2. Guide trolley into its folded position.

#### **To Charge Battery:**

1. Turn locking key to release battery lock
2. Slide battery off rail
3. Plug battery charger cord into battery
4. Plug power outlet cord into wall socket
5. Turn "ON" battery power switch to start charging battery
6. Push charge level display button on battery to view charge level.
7. When battery is sufficiently charged, un-plug cord from wall socket and remove charger cord from battery. Repeat Battery Installation steps above.

#### **Digital Display:**

1. When digital display is working properly, there will be an illuminated green bar that only displays the battery charge level.
2. There are six buttons on control panel. (1) Green Arrow DOWN/DESCEND (2) RED POWER Button (3) Yellow Night Light (4) Blue UP/ASCEND (5) Blue + Increase Speed (6) Blue – Decrease Speed



#### **Accessories Available:**

- Wall mount bracket

#### **YouTube Demo Video:**

<https://youtu.be/7aTLYxFLvw>

