



toll free: 1-877-706-4480  
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[www.MS3C.co](http://www.MS3C.co)

## MS3C Battery Powered Stair Evacuation Chair

### Deploying Chair:

1. To unfold chair, release seatbelt, grasp backrest with one hand and grasp the seat with other hand. **Pull black lock knob located under seat on right side.** 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 under 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**

### Preparing for passenger loading:

1. Roll evacuation chair next to patient, once chair is in position, LOCK rear wheels.
2. To lock rear wheels, 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 side handlebars for support and balance if necessary.
2. Secure your passenger with horizontal lap and shoulder belts.
3. Place passenger's feet on footrest

### Patient Transport Descending Stairs:



**Knob to unlock chair is located under seat on RIGHT**





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**NOTE: Steps listed can be done with One Operator, second operator steps are optional but preferred when possible.**

1. HEAD END operator will roll the evacuation chair to top of the staircase.
2. Turn on battery with the red button located on the bottom of the battery pack.
3. HEAD END 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 END to a comfortable height. To extend guide bar push horizontal chrome bar located across back of seat.
8. Attach passenger head support around upright guide bar, firmly secure with Velcro
9. LOWER operator (if available) will extend telescoping lower guide bars by pushing red release buttons located on the top of the guide bar. Extend lower guide bars into outmost locked position.
10. Make sure guide bars are locked by pushing or pulling on the bars without pressing on red button. If they do not move, bars are locked.
11. Spotter (if applicable) will position themselves behind LOWER operator (when available).
12. When ready HEAD END operator will disengage locked casters by pushing red unlock tab located on top of rearcasters.
13. Slowly, tilt chair back keeping tracks aligned with staircase and begin descent.
14. HEAD END operator will push the "DOWN" button on control panel to start descent.
15. Operator(s) will maintain guide angle
16. HEAD END operator will apply pressure slightly down while LOWER operator (when available) applies pressure slightly up. This will keep tracks engaged with stairs
17. When chair reaches bottom steps, HEAD END operator will tilt chair back to upright position making sure front wheels are securely placed on ground.
18. LOWER operator (when available) retracts telescoping guide bars back to locked closed position.
19. HEAD END operator will then disengage track by pushing red release bar located on back of chair and pushing in. Make sure track is





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in closed locked position.

20. Make sure track is locked by pulling in or out. If track does not move, track is locked. Disengaging track will engage rear wheels.
21. To roll chair, HEAD END 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 while LOWER operator (when available) applies pressure slightly up. This will keep tracks engaged with stairs
5. Operator(s) will push the "UP" button on control panel and guide chair up one stair at a time.
6. Spotter (if applicable) will be positioned behind HEAD END operator.
7. Once at top of the stairs, HEAD END operator will back up far enough to safely lower chair into its full upright position making sure front wheels are securely placed on ground.
8. LOWER operator (when available) retracts the telescoping guide bars back to locked closed position.
9. HEAD END 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.
10. Make sure track is locked by pulling in or out. If track does not move, track is locked. Disengaging track will engage rear wheels.
11. To roll chair, HEAD END operator will lower push handle to a comfortable height.

### To Fold Chair:

- Grab backrest with one hand and pull red folding bar located under chair with other hand.
- Guide chair into its folded position.
- Use seatbelt to lock chair in its folded position by placing seat belt around outside of the chair and locking it. Pull seatbelt tight to secure seat into its locked position.

### To Charge Battery:

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



### Digital Display:

- When the digital display is working properly, there will be an illuminated green bar that only displays the battery charge level.
- There are four raised buttons on control panel. From Left to Right when standing behind chair (1) DOWN/DESCEND (2) POWER On/Off (3) Night Light (4) UP/ASCEND (5) Increase speed (6) decrease Speed



### **Accessories Available:**

- Dust Cover
- EZ Store Cabinet
- Wall mount brackets



**YouTube Instructional Video:** [https://youtu.be/liXyG\\_eq394](https://youtu.be/liXyG_eq394)

### **Adjusting Track Tension:**

- 1) To increase tension on track, locate tension adjustment bolts located on both sides of track (4 bolts total).
- 2) With provided Allen wrench, turn tension adjustment bolt clockwise to increase tension and counterclockwise to decrease tension.



Counterclockwise decreases tension



Clockwise increases tension

3) Make certain to turn both bolts in the same direction and equal number of turns. Repeat step until desired track tension is achieved.

### **Note:**

Tension on tracks is factory set.  
After tension adjustment, make sure to test without a passenger.

