

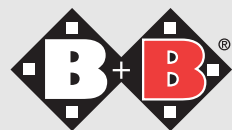
Bischoff & Bischoff

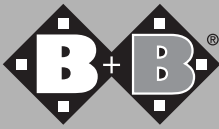
Instruction manual

S-Top / S-Top XL



Enjoy mobility.

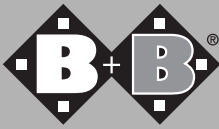




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1. Preface

Dear user,

with the purchase of your Bischoff & Bischoff standard wheelchair from the S-Top Series you are now the owner of a high-quality German product, thousands of which are already in professional use.

This instruction manual will familiarise you with the operation and use of your wheelchair.

1.1. Important instructions

Important instructions for the use of the wheelchair and your safety are highlighted in this manual. They always start with this header:



Please pay particular attention to the highlighted sections Important instructions which are specially marked.

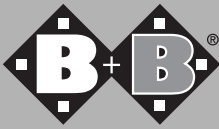
Please note that repair work that is not described in more detail in this instruction manual must be carried out by authorised dealers only or by Bischoff & Bischoff (referred to below as B+B).

Please also note that the B+B wheelchairs described in this manual must not exceed a maximum load of 120 (170*/150**) kg.

* Special seat widths 51 / 56 cm (S-Top XL)

** Special seat widths 51 / 56 cm

with drum brake (S-Top XL)



1.2. Checking the delivery

All B+B wheelchairs are inspected before they leave our factory and the CE mark is applied. B+B wheelchairs are delivered folded in a special carton. The wheelchair is delivered and instruction in its use is given by a qualified dealer in medical products.

If the wheelchair is delivered by rail or road transport it must be inspected for shipping damage in the presence of the delivery person. If any damage is found, please note the following:

- record the facts
- prepare a declaration of assignment; all claims resulting from the damage are assigned to the delivery company
- return the record of facts, waybill and declaration of assignment to B+B.

2. Overview

The instructions for use of your B+B wheelchair include detailed illustrations to make it as easy as possible for you to familiarise yourself with its use and handling.

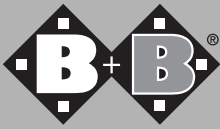
See the following illustration below for the names and interaction of the various modules. (Fig. 1)

Please pay particular attention to the highlighted sections:



Important instructions

which are specially marked.



- Handle
- Back rest
- Arm rest
- Side section
- Seat cushion
- Side section lock
- Brake lever
- Leg rest release
- Drive wheel
- Leg rest
- Wheel hub
- Castor socket
- Swivelling wheel

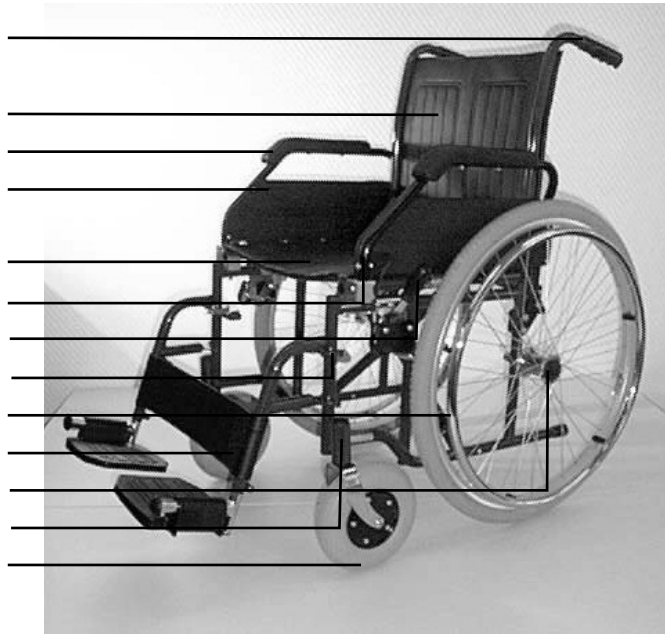


Fig. 1

3. Folding

3.1. Delivery

Your new B+B wheelchair is delivered fully assembled and folded.

Attached parts are supplied separately to prevent damage during transport (Fig. 2).

3.2. Unfolding

Position the folding wheelchair beside you. Tilt it towards you until one drive wheel is off the floor (Fig. 3).

Now press down on the seat frame section closest to you with the flat of your hand to unfold the wheelchair (Fig. 4).

3.3. Folding

- Position your B+B folding wheelchair beside you.
- Grip the seat base front and back and pull it evenly up until the wheelchair is completely folded (Fig. 5).



To prevent injury when tilting or lifting the wheelchair do not use the arm rests.

The foot plates must be folded up first if they are installed.



Fig. 2



Fig. 3



Fig. 4



Fig. 5



Fig. 6

3.4. Installing leg rest with foot plate

The two leg rests are supplied with the foot plates (Fig. 2).

The foot plates on the two leg rests can be folded up in the seating position.

- Hold the leg rest to the top frame section with the leg rest pointing out. Insert the leg rest into the two pins (Fig. 6).
- Now the leg rest is simply folded forward and automatically locked in position.



Before use check that the leg rests are locked.

4. Leg rests with foot plate

4.1. Removing leg rests

The leg rests with foot plates can be completely removed to make the folding wheelchair as compact as possible for transport.

- Press the locking lever slightly inwards (Fig. 7) to release the lock.
- Swing the leg rest outwards.
- Pull the leg rest out upwards.

4.2. Installing leg rests

See Section 3 Part 3.4 of this manual.

4.3. Swinging leg rests outwards

To make it as easy as possible to enter and leave your B+B folding wheelchair, the leg rests can simply be swung to the side out of the way. It is not necessary to remove them.

- Press the locking lever slightly inwards (Fig. 7) to release the lock.
- Swing the leg rests outwards (Fig. 8).
- If necessary, fold the foot plates up first.

To restore the original status, just swing the leg rests forward and lock them in place.



Be careful not to stand on the foot plates when standing up from the wheelchair.



Fig. 7



Fig. 8



Fig. 9



Fig. 10

4.4. Horizontally adjustable leg rests (optional)

Horizontally adjustable leg rests can be ordered as an option to support the leg or legs in comfortable horizontal position.

See Sections 2.4 and 3.1–3.3 for instructions on installing, removing and moving the leg rests.

The leg rest is adjusted to a horizontal position as follows (see Fig. 10):

- Push lever forward
- Lift or lower the foot plate support tube to move the leg rest to the required position.
- Release lever. Leg rest will lock automatically.



Make sure that both leg rests are set to the same height and that the adjusting screws are tight.

5. Brakes

5.1. Actuating the pressure-dependent parking brake

For drum brake see next page

To set the brake simply push the handbrake lever forward until it locks (Fig. 11).

To release the parking brake, just pull the handbrake lever back (Fig. 11).

5.2. Adjusting the pressure-dependent parking brake

If you find that the braking is inadequate or uneven, proceed as follows:

- first check the tyre pressure. It must be 3-4 bar.
- The brake must be adjusted so the distance between the surface of the wheel and the brake pad is 12 mm with the brake open (Fig. 12).
- After loosening the stop nut on the brake retainer (Fig.13) the brake can be correctly positioned.



Fig. 11

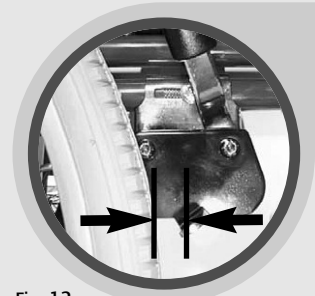


Fig. 12



Fig. 13



Fig. 14

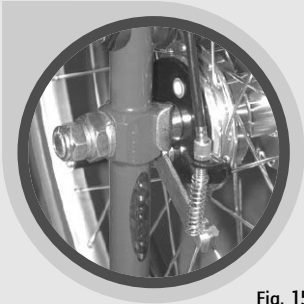


Fig. 15

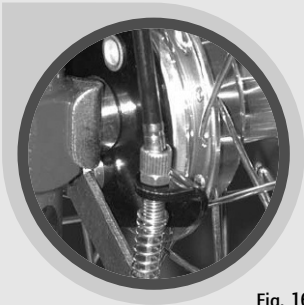


Fig. 16



To ensure that the brake operates correctly the tyre pressure must be 3-4 bar. The brake will not operate if the tyre pressure is not correct.

The brakes operate on only one drive wheel each.

Make sure that the drive wheels always have the same air pressure to ensure that the wheelchair will move in a straight line.

When the adjustment is complete, tighten the screws again and test the brake.

In general!

Adjustments of the braking system should be made by the authorised dealer only.

Because the parking brake is one of the most important pieces of safety equipment on your wheelchair, a braking system that uses a drum brake that is independent of air pressure can be ordered as an option.

With the drum brake the brake pad is not on the tyre but in the brake drum at the wheel hub, which makes this braking system independent of the tyre pressure, and therefore significantly safer.



Fig. 14

5.3. Actuating the pressure-independent drum brake

To set the brake just pull the brake lever and press the locking lever upwards (Fig. 14).

To release the parking brake, just pull the brake lever briefly. The lock is released automatically (Fig. 14).

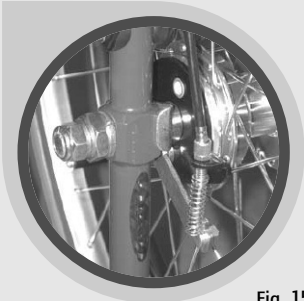


Fig. 15

5.4. Adjusting the drum brake

The drum brake is adjusted with the cable clamping screw (Fig. 15). The fine adjustment is made with the adjusting screw on the brake cable. When the screw is unscrewed this increases the braking affect.



To ensure that the brake operates correctly the tyre pressure must be 3-4 bar. The brake will not operate if the tyre pressure is not correct.

The drum brakes operate on only one drive wheel each.

Make sure that the drive wheels always have the same air pressure to ensure that the wheelchair will move in a straight line.

Drum brakes also wear over time. If the brakes do not operate efficiently, the wheelchair must not be used. Have the brakes checked every six months by your authorised dealer for your own safety.



Fig. 16



Drum brakes also wear over time. If the brakes do not operate efficiently, the wheelchair must not be used. Have the brakes checked every six months by your authorised dealer for your own safety.

When the adjustment is complete, tighten all screws again and test the brake.

In general!

Adjustments of the braking system should be made by the authorised dealer only.

If the selected equipment includes an additional braking system for assistants, it must also be adjusted (see included assembly manual).

6. Wheels

The spoked wheels are permanently mounted to the frame by a machine screw (M12) (Abb. 17).



Check that the wheels are tight after every assembly.



Fig. 17



Fig. 18



Fig. 19

7. Tyres

7.1. Drive wheels

Your „S-Top“ has rubber tyres with tubes size 24x1³/₈“ as standard equipment (Fig. 18). The wheelchair can optionally be fitted with puncture-proof PU tyres. The tyres must be replaced by your authorised dealer when they are worn or faulty.



A pressure of 3-4 bar must be maintained in the tyres to ensure that the brakes operate safely and that the wheelchair can be used safely.

7.2. Swivel wheels

Your S-Top has rubber tyres with size 200x50 mm tubes as standard equipment. The wheelchair can optionally be fitted with puncture-proof PU tyres of the same size (Fig. 19).

The tyres must be replaced by your authorised dealer when they are worn or faulty.



A pressure of 2-2.5 bar must be maintained in the swivel wheel tyres to ensure that the wheelchair can be used safely.

8. Side section

8.1. Swing out side section

The two side sections with arm rests can be swung out to make it easier to enter and leave the wheelchair. Press the lever (Fig. 20) lightly and swing the side section back at the same time (Fig. 21). To lock it allow the side section to drop into the lock.



Before locking the side section make sure that no clothing or any other object can be jammed. Before use check that the side sections are locked.

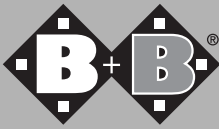
Do not use the side sections to lift the wheelchair.



Fig. 20



Fig. 21



9. Technical data

Description

Chassis and attachment parts:	Steel, painted or chrome
Simple folding mechanism:	accurate central guide, simple cross-brace or double cross-brace*
Drive tyres:	pneumatic or PU, 24x1 ³ / ₈ " on aluminium rims
Swivel tyres:	pneumatic or PU, 200x50 mm
Desk side sections:	long swivelling
Leg rests:	removable and swivelling; (Optional horizontally adjustable)
Seat and back covers:	are high-quality, washable and easy-care synthetic leather, colour black
Brakes:	pressure-dependent parking brake. (Optional drum brake for operation by assistant).
Drive axles:	M12 screw axle
Colours:	Bordeaux red and chrome

Seat width (cm): 38/ 41/ 43/ 45/ 48/ 51*/ 56*

Seat depth (cm): 42 / 45*

Seat height (cm): 50 / 52*

Seat back height (cm): 40

Weight

with seat width: (cm): 43 = 19.5kg

51 = 26.3kg

56 = 26.9kg

Max. user weight: 120 / 170*kg

* S-Top XL: Seat widths 51 / 56cm



Fig. 22



Fig. 23

10. Operation

Seat yourself in your B+B wheelchair. Make sure that you are sitting as far back in the seat as possible. The wheelchair is set in motion with the hand rims on the drive wheels. Practise moving it carefully to start with until you are used to moving around with the wheelchair.

Wheelchairs have only limited stability against tipping and slipping. Special care is required with braking, starting or turning on inclines or slopes. Leaning out of the wheelchair too far will also increase the danger of tipping. For greater safety all wheelchairs can be fitted with a safety belt and an anti-tilt mechanism (not standard equipment).

Assistants who are pushing the wheelchair over obstacles can make it easier by positioning the wheelchair at right-angles to the obstacle by pressing the foot tube down with the foot (Fig. 22).

According to German road traffic regulations manually operated wheelchairs used in traffic (including on footpaths) must have a permanently installed lighting system. This consists of at least (passive):

- two red reflectors at the rear
- two yellow reflectors on both sides If the wheelchair is used at night, the following are also required (active):
- one white light at the front
- one red light at the rear.

The lights must be powered by an independent source (batteries).



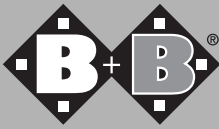
The parking brake must be set before entering or leaving the wheelchair. Users should have some experience with the wheelchair before taking it outdoors. If possible, users should be accompanied by an assistant.

The static stability for the base model is 5° (approx. 8%)

The critical obstacle height* for the base model in an unfavourable situation (max. displacement of centre of gravity to the rear) is 36 mm.

The critical obstacle height* is the height at which the centre of gravity (with user) is exactly above the edge of the obstacle.

If the user tries to move the wheelchair over the obstacle without moving the centre of gravity forward, the wheelchair will tip backwards.



11. Care and maintenance

Your B+B wheelchair will retain its attractive appearance for years with proper care. Wipe all parts regularly with a dry soft cloth to keep them bright. Use a standard cleaning agent for cleaning stubborn dirt. Treat bright parts regularly with Vaseline after cleaning to prevent them from becoming dull.

Moving parts, particularly the cross brace and telescopic tubes, should be greased regularly.

To ensure a long service life for your B+B wheelchair, like any other vehicle it should be checked and serviced by your dealer every 6 months.



Do not use aggressive or acidic cleaning agents for cleaning your wheelchair.

12. Liability and defects

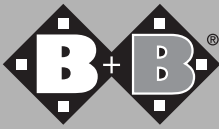
Defects must be reported to the dealer immediately or no later than eight days after receipt of the goods.

This is based on the date of receipt. The dealer is required to repair or replace at his discretion correctly notified defects within a reasonable period. No further claims can be accepted.

If the repair or replacement of parts is not done within a reasonable period or attempts at repair are not successful, the purchaser is entitled to demand a reduced price or cancel the purchase contract. The purchaser must set a deadline of 14 days in writing in either case. In the event of repair or replacement the purchaser is required to send the goods in question to B+B on request. We will reimburse the costs of repairs undertaken by the purchaser only if we issued approval in writing beforehand.

In general, the current business terms and conditions of B+B are applicable.

B+B reserves the right to make technical modifications to improve and develop our products.



13. Annex

Care, hygiene and maintenance instructions for the Bischoff & Bischoff instruction manual

Like all technical products devices for transporting handicapped persons and movable walking aids should be inspected and serviced regularly by authorised technicians. The primary purpose of the checks is to ensure the safety of the user. In addition, regular care of the product will ensure that it remains in good operational condition even after extended use. The following section includes instructions for care, a hygiene plan and a service schedule. We hope that this will give you a good overview of the most important care, hygiene and maintenance work required for your Bischoff + Bischoff product.

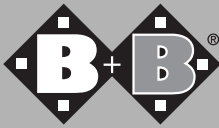
a) Care instructions

Clean the material of the seats and seat backs with warm water and a sponge and/or a soft brush. A standard detergent can also be used for stubborn dirt.

Note: never use aggressive cleaning agents such as solvents, scouring agent or hard brushes.

Plastic parts are best cleaned with a standard plastic cleaner. Please pay particular attention to the product information of the cleaning agent.

The high-quality surface coating provides optimum protection against corrosion. If the paint is damaged by scratches or otherwise, the area can be touched up with a paint brush. Chrome parts are first wiped dry. Dull sections and very adhesive dirt are best removed with the appropriate standard cleaning agents.



Hygiene plan and risk assessment of medical devices before preparation

In accordance with: Second Law for Amendment of the Medical Device Act (2nd MPG-ÄndG) of 13 December 2001 Article 11 §4 Part 2, Amendment of the Medical Devices Marketing Regulations

29.04.2005

1. Product/s

Wheelchair S-Top & S-Top XL*

2. Risk classification

Uncritical medical device. Medical device that only comes into contact with intact skin

3. Hygiene frequency

No later than after every change of user

4. Type of process

Wipe disinfection
with standard disinfectants (Meliseptol or similar)

5. Pretreatment of the product

Not required

6. Disinfection

1. Use gloves for preparation of the product
2. Spray areas to be treated with disinfectant
3. Wipe treated areas with paper towels, repeat if necessary
4. Dispose of gloves and paper towels

7. Special marking

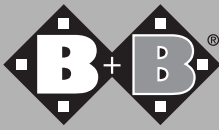
Not required

8. Sterilisation

Not required

9. Critical process steps, Special requirements

*Replacement of seat and seat back covers recommended



Maintenance schedule

When

Before every use

What

Function test of brake system

Actuate brake to the limit stop. The braked wheels must not rotate under normal use.

Check of wear of pressure brake

Move brake lever sideways.

Checking the tyre pressure

Standard tyres front: 2 - 2.5 bar

Standard tyres rear: 3 - 4 bar

Light tyres: 6 - 7.5 bar

Checking the tyre tread

Every 4 weeks (depending on the frequency of use)

Oil all moving parts

- All pivots on the cross-strut
- Moving parts on the side sections
- Brake lever bearings
- Leg rest bearings

Check that screws are tight

Please note

The check must be run by the user or an assistant.

If a brake is faulty it must be repaired by an authorised dealer.

The check must be run by the user or an assistant.

If there is too much play in the brake lever, the brake must be repaired by an authorised dealer.

The check must be run by the user or an assistant.

Use a tyre pressure gauge.

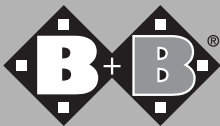
Caution!

If the tyre pressure is too low, it will adversely affect the braking performance.

The inspection must be done by the user. If the tyre tread is worn down or the tyre is damaged, it must be repaired by an authorised dealer.

The check must be run by the user or an assistant. Clean off old oil before oiling parts. Remove excess oil.

The check must be run by the user or an assistant.



Maintenance schedule

When

Every 6 months (depending on the frequency of use)

What

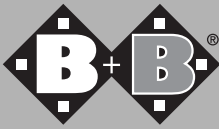
Checks

- Cleanliness
- General status

Please note

Follow the directions for care and hygiene.

If any faults are found please have repairs made by authorised dealers only, because only authorised dealers are trained to carry out the required work and they generally have sufficient trained technicians.



14. Warranty

Warranty claims can be made for all defects of the wheelchair that can be confirmed as due to material or manufacturing faults. If you make a claim under the warranty, please submit the completed warranty certificate.

Our Series S-Top folding wheelchair is supplied with a warranty of 5 years on the frame and the folding section. All other components are guaranteed for one year.



Caution!

No following the instruction manual, incorrectly conducted maintenance work and particularly any technical modifications and additions (attachments) without the approval of B+B will cancel the warranty and any claims for product liability in general.

If you have any questions our B+B customer service is ready to answer them. The phone number is + 49 (0)700/6000 7070.

Warranty certificate

(Please note our general business terms and conditions)

Model: S-Top / S-Top-XL

Serial number*:

(to be entered by dealer)

Dealer:

Date and stamp:

* See the cross-brace for information stickers

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