

HiBack[®] Hospital Bedside Chair User Manual



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on how to use the
HiBack Chair.



How to Use The HiBack Bedside Chair

The HiBack Bedside Chair has been designed to be as simple to operate and adjust as possible:

1. To begin with, you should ensure that the height of the chair is set correctly for the user (see instructions on the next page). To measure what height the chair should be set at measure the distance from the back of the knees to the bottom of the foot.
2. Next, when the user is sitting in the chair, you need to ensure that their trunk is central and that their elbows are close to the body.
3. If necessary adjust the width of the chair so the patients elbows are just resting on them when the shoulders are relaxed.
4. Check the users feet are flat on the floor, and that their legs are resting at the same angle as the seat, with the cushion touching the back of the knees.
5. If the patient has been given their own pressure cushion you can remove the seat cushion and place this in instead - DO NOT PLACE ON TOP OF THE EXISTING CUSHION!

IMPORTANT NOTE: You should not attempt to move or adjust the chair with the patient in it!

Remember, always limit the time the user is in the chair. You may need to re-adjust their position after a certain period of time to prevent pressure injuries. If you are using a new chair we advise that you start with short sitting sessions, and slowly increase them over the period of a week.

Parts List

Code	Description
VCSGHS100005	Upholstered Armrest Pad - Left
VCSGHS100006	Upholstered Armrest Pad - Right
VCSGHS100007	Wheels (Pair)
VCSGHS100008	Standard Upholstery (Back and Seat)
VCSGHS100003	Upright Upholstery (Back and Seat)





Adjusting the Seat Depth

To increase the seat depth for taller patients, lift the seat cushion and pull it forward to a maximum of 2". Then place it firmly back down onto the friction strip.



Removing the Backrest Cushions

Grasp the upholstery near the push button fixing and pull firmly up. Then repeat on other side. To re attach, hold button firmly, locate in slot and then pull down with the fabric until you hear a click.



Adjusting the Seat Height

Remove the seat cushion and covering lid, then rotate the handle left (to go up) or right (to go down). For larger adjustments, use the pull up handle. Replace the lid after adjustment.



Adjusting the Seat Width

Remove both arms and swap to the other side. When the arms overhang to the outside, the seat width is 20". When they overhang on the inside, the seat width is 16".



Removing the Arms

Remove the pin from the back of the arm and move the arm forwards and up. To replace, locate the back tooth first and rotate forwards to engage the other teeth, then replace the pin.



Moving the Bedside Chair

From behind, tilt the chair towards you, preferably using the handle at the top of the backrest. The seat height can be adjusted to get the handle to the right height for you.



Cleaning Instructions

This step-by-step cleaning process will ensure that your chairs remain hygienic, functional, and meet the infection control standards required by your hospital.



Preparation:

1. Gather Cleaning Supplies: Hospital-grade disinfectant (compatible with healthcare equipment and effective against bacteria, viruses, and fungi), disposable gloves, clean microfiber cloths or disposable cleaning wipes, and a bucket of warm water with mild detergent (if needed for non-disinfectant cleaning).
2. Put on the appropriate PPE: Disposable gloves, and other PPE as required by the hospital's infection control policy.
3. Inspect the chair: Remove any items that may be on the chair (e.g. patient belongings, cushions) and then remove loose debris/dirt using a vacuum cleaner or dry cloth.



Clean External Surfaces:

1. Remove the seat, backrest cushions and arms, bring the chair to full height, and then wipe down the frame: use a cloth or disposable wipe soaked with hospital-grade disinfectant to clean the chair frame. Focus on high-touch areas such as armrests. Also make sure you clean the inside of the frame underneath the seat, which is easily accessed when the chair is at full height.
2. Clean the upholstery on the cushions: Use a disinfectant wipe or cloth for all cushion surfaces. Pay attention to seams and edges. The cushion covers can be removed for machine washing if desired.
3. Clean all moving and adjustable parts, such as height adjustment mechanism and the castors. Use a soft brush to remove dirt from crevices if necessary, followed by a disinfectant wipe. Rotate the castors to ensure full coverage of disinfectant.
4. If there are scuffs or marks not responding to disinfectant please use acetone. The chair can also be fogged if required.



Drying and Re-Assembly:

1. Allow surfaces to air-dry: Ensure the disinfectant remains on surfaces for the recommended contact time (check the product label). Avoid wiping the surfaces dry unless specified by the cleaning product.
2. Inspect for residue: Once dry, check for any streaks or residue. Re-clean if necessary with a damp microfiber cloth and allow to dry.
3. Re-attach the backrest and place the seat cushion back on the seat base. The chair is now ready to use.

