



# User manual Excel G-Modular



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## General introduction

Before you are going to use your new Excel G-Modular, you and your attendant must fully read and understand this user manual. Also, as you have this user manual, you agree to the conditions mentioned in this user manual. We want to thank you for the confidence in our Excel ® products.

The policy of Van Os Medical is focussed on continuously improving the quality and reliability of our products. We therefore reserve the right without further notice to make any changes to this user manual.

It is important you read this user manual very carefully, before you are going to use your wheelchair. This user manual contains important information about the safe use and maintenance of your wheelchair. We recommend you keep this user manual, because it is also your proof of warranty.

The safety instructions within are general guidelines, which must be seen as overall guidelines. It is possible that you develop your own way to make common movements. However, we advise you to consult a professional for assistance in developing safe and effective techniques, regarding your daily activities within your physical capabilities.

Your new wheelchair requires frequent maintenance, much of which you can do yourself. We advise you to take your wheelchair to a professional for a check at least once a year. You will find a maintenance schedule further on in this user manual.

## Attention!

In this user manual you will find tips and warnings. These are clearly identified by the symbols and display of the text, like you can see below.



### Tip

The tips mentioned in this user manual are meant to make better use of your Excel G-Modular wheelchair.



### Warning

The warnings mentioned in this user manual must always be followed, in order to prevent damage to the Excel G-Modular wheelchair or injury to yourself.



## Fill in the information of your authorised dealer below:

Company: .....

Address: .....

Phone number: .....

Fax number: .....

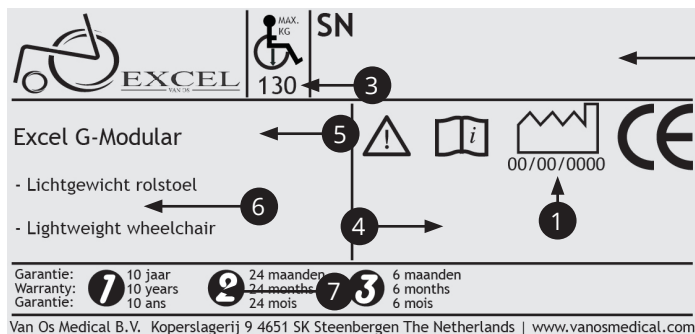
E-mail address: .....

Website: .....



## 1. Identification

Your wheelchair is equipped with a unique serial number. You will find this number on the frame of your wheelchair. Below, you can see an example of the frame label, where you can find the identification number. Furthermore, you will find the explanation of the various data stored on the frame label listed below.



### 1. Production date

The date of manufacture.

### 2. Serial number

Every wheelchair has its own unique serial number. You need this number if you have any technical questions or if you want to order any warranty parts for the wheelchair.

### 3. Maximum weight

The maximum weight allowed on the wheelchair.

### 4. Model number

This number indicates which model of wheelchair you have. You need this number if you have any technical questions or if you want to order any parts for the wheelchair.

### 5. Model name

The model name of your wheelchair starts with the brand name Excel. The brand name Excel, followed by the additional model description forms the model name of the wheelchair. You need the model name if you have any technical questions or if you want to order any parts for the wheelchair, in this case the Excel G-Modular.

### 6. Description

The intended use of your wheelchair is described here.

### 7. Warranty

Here, the warranty period of your wheelchair is reflected. Chapter 10 describes the warranty conditions in further detail.



## 2. General information

### 2.1. Components of your wheelchair

1. Ergonomic pushhandles
2. Height adjustment handles
3. Back
4. Tension bar
5. Depth adjustment armrest
6. Height adjustable armrest
7. Folding mechanism armrest
8. Detachable handle leg rest
9. Brake
10. 24" rear wheels (Quick-Release)
11. Stepper
12. Heel straps
13. 7" front wheels (castor wheels)
14. Foldable foot rests



Your wheelchair is equipped with various components and parts. You should know these components and parts before proceeding with the reading of this user manual. Designs and specifications could be changed without further notice.

### 2.2 General explanation about your wheelchair

Your new Excel G-Modular wheelchair is a lightweight wheelchair. The wheelchair is equipped with ergonomic handles so that your attendant can push the wheelchair properly. In addition, the handles are easily adjusted (Euro spec chair only). Also, the armrests of the wheelchair can be folded backwards. The footrests can swing away and are removable. To fold the wheelchair you can fold the foot plates upwards. In addition, the foot plates are adjustable in height. However, this is only possible with the supplied Allen key. Finally, the wheelchair is equipped with 8" front wheels and 24" rear wheels. The 24" rear wheels are removable using the quick-release axle. This means that you can take off the rear wheels simply and transport the wheelchair easier.



## 3. Safety regulations

Van Os Medical B.V. specifically disclaims responsibility for anybody injuries or property damage, which may occur during any use when the recommendations and warnings described in this user manual are not followed. The Excel G-Modular is a very safe and stable product when used correctly, it is possible if you use wheelchair incorrectly that dangerous situations may occur.

### 3.1 General safety regulations

Protect your wheelchair by checking it regularly. When a part of your Excel G-Modular doesn't function correctly, a dangerous situation could occur. Therefore, you must keep your wheelchair in perfect condition, to ensure safe use. Periodical inspection, a correct adjustment and replacement of broken or worn parts in quick time will result in use for years without any problems. A qualified Excel dealer, who will only use Excel replacement parts, will take care of your wheelchair and make sure you can use your wheelchair for years without problems.

### 3.2. Warnings for safe use

To prevent any damage to your property, the wheelchair or the user of the wheelchair, you must read the following warnings. Van Os Medical B.V. is not responsible for any damage, provided that the warnings are heeded. After reading the warnings, you agree with the regulations, mentioned in this user manual.

- When you get your wheelchair, always check if all components are present and if there are any damages. If components are missing if there is any damages, you must immediately contact your supplier;
- Do not use your wheelchair on streets or roads, only on the pavements;
- Do not use your wheelchair in sand, rough area, wet and slippery surfaces or surfaces with little grip;
- Do not lean on the push handles of the wheelchair. This can result in rolling over the wheelchair;
- Do not try to ascend any inclines without installed anti tippers
- Never go on or off an increase in height without help of your attendant;
- Before leaning or reaching forward, sit back into the wheelchair to prevent falling out of the wheelchair;
- Before getting in or out of the wheelchair, sit back into the wheelchair and face the castors forward;
- Do not stand on the footrest, because this will cause the wheelchair to tip and injure the user;
- Place the wheelchair on a stable, flat surface before you get in or out;
- The lowest point of the footrests should be a minimum of 7 cm above the ground;
- A wheelie (tilting the wheelchair until it is in balance) is extremely dangerous for the user and will cause serious damage to the wheelchair;
- Engage the brakes when you use the wheelchair in a lift or on a wheelchair lift and when you want to get out of the wheelchair;
- When your chair is transported in a certified vehicle or otherwise Van OS Medical accept no liability for any damage that occurs;
- If you want to transport your chair we recommend you use a certified tie down system that is appropriate your situation;
- While travelling, the wheelchair is not to be used as a seat under any circumstances
- Never use your wheelchair when something is broken;
- Never stand on your wheelchair;
- Never connect anything to the wheels, this may cause damage to the chair and also effect the balance of the chair and may injure the user;
- Do not push the wheelchair if you engage the brakes of the wheelchair. This may cause damage to the wheelchair and a dangerous situation may occur;
- The maximum user weight capacity has been indicated on your frame label. Do not exceed it;





- The wheelchair is suitable for one person at a time. Also, do not take anybody on your lap while using the wheelchair;
- A sudden change of direction may cause the wheelchair to fall over;
- Never independently go up a slope that is steeper than 10°. You should only go up an increase or slope that is steeper than 10° with your attendant;
- Unauthorised modification and or use of unofficial Van Os Medical parts will void the warranty of this chair and may lead to injury to the user and damage to the chair.



## Warning

The implementation of changes to the Excel G-Modular wheelchair, which are structural changes, is at all times at the expense of the warranty.



## 4. User instructions

It is very important that you teach yourself the correct user instructions. Therefore, you need to know all the components of the wheelchair as described in this user manual. Always check with an expert about developing safe methods regarding your physical abilities to use your wheelchair.

### 4.1 Balance

Daily operations such as getting in and out of the wheelchair, reaching and bending in wheelchair will cause change to the weight distribution and the centre of gravity of you and your wheelchair. You will need to perform these movements and techniques as shown below.

#### 4.1.1 Getting in and out of the wheelchair

Getting in and out of the wheelchair is a common operation. The difficulties of getting in and out depend on your physical capabilities. In this user manual, we describe the actions that must be followed when you want to get in or out of the wheelchair without help. When you can't do it independently any longer, we recommend that you make an appointment with an occupational therapist to discuss your options and to determine how you can best get in and out of the wheelchair.

##### Getting in the wheelchair

Before you get in your wheelchair, you must make sure the wheelchair is on a flat surface, the wheelchair must have the brakes applied and the leg rests need to be flipped sideways. Make sure you are as close as possible to the wheelchair and the castors are in the forward direction. Now you can, leaning on the armrests, make the transfer to the wheelchair.

##### Getting out of the wheelchair

When you want to get out of the wheelchair, you must follow the same instructions for getting in to the wheelchair. Make sure you are as close as possible to the wheelchair and put the castors in forward direction. Also, the brakes must be applied and the leg rests need to be flipped sideways. Now you can, again, leaning on the armrests, make the transfer out of the wheelchair.

### 4.2 Bending and/or reaching

It may occur when you are in your wheelchair that you need to reach something. This can be in any direction. To avoid tipping your wheelchair over you must follow the steps below.

#### 4.2.1 Bending and/or reaching forwards

If you want to get something that is in front of your wheelchair, please follow the steps below.

- Make sure that you are as close as possible to the object;
- Make sure the front wheels are facing forward. If not, go forwards and then backwards to turn the wheels fully to the front;
- Make sure the wheelchair brakes are applied on both sides;
- You can now move towards the target, with caution to keep the wheelchair from falling.



#### 4.2.2 Bending and/or reaching to the side

If you want to get something that is next to you or your wheelchair, please follow the steps below.

- Make sure you are as close as possible to the object with your wheelchair. Use the rear wheels of the wheelchair as a target;
- Make sure the front wheels are turned forward. If not, go forwards and then backwards to turn the wheels fully to the front;
- Make sure the wheelchair is put on the brakes on both sides;
- You can now move to the side without the risk of losing balance. Make sure you move along the wheelchair as close as possible while lifting the item.

#### 4.2.3 Bending and/or reaching backwards

If you want to get something that is behind you or your wheelchair, please follow the steps below.

- Make sure you are as close as possible to the object with your wheelchair. Make use of your rear wheels. For example, place it against a closet;
- Do not put the wheelchair on the brakes. If you lose your balance you are better off rolling backwards then flipping backwards;
- You can now bend backwards without the risk of losing balance. But do not bend backwards too far. Then the wheelchair will tilt as well.

### 4.3 Going up and down curbs and thresholds

It may happen that you have to go up or down a curb or threshold with your wheelchair. In addition, we describe in this user manual first how to do this independently and then how you can do this with an attendant.

#### 4.3.1 Going up a curb or threshold

If you want to go up a curb or threshold you have to do it in a forward motion. Make sure your weight is, as far as it is possible, is brought forward by bending over. By now making a so-called "wheelie", the castors are lifted at the front. This way you can get over a curb or threshold in your wheelchair.



#### Warning

You should only go up a curb or threshold after you have discussed with a specialist, such as an occupational therapist, how to do this best.

You can also go up a curb or threshold with your attendant. This can be done in two ways.

1. Your attendant should place the wheelchair in a forward motion for going up a curb or threshold. By pressing down on the handles, the castors at the front wheel will come off the ground. Simultaneously, your attendant should put his foot on the so-called stepper. This will create a leverage effect so the wheelchair can be pushed up a curb or threshold.
2. Your attendant should reverse the wheelchair when going up a curb or threshold. By sitting as far back as possible in the wheelchair and slightly tilting the wheelchair backwards, your attendant can pull the chair up a curb or threshold. Your attendant should not lower the wheelchair until the castors are on the curb or threshold.



### 4.3.2 Going down a curb or threshold

If you want to go down a curb or threshold yourself, you should always do this backwards. When you do this forward, there is a risk of falling out of your wheelchair. However, you should practice with an occupational therapist before you go down a curb or threshold with your wheelchair yourself.

We advise you to go down a curb or threshold with your attendant. Your attendant should push your wheelchair to the edge of the curb or threshold. Now the user has to sit back and the attendant has to tilt the wheelchair backwards. When the wheelchair is balanced your attendant can slowly push the wheelchair down a curb or threshold. The wheelchair should only be pushed further if the castors touch the ground again.

### 4.4 Going up and down inclines

Most people can climb a short and not too steep incline itself. This depends on your physical capabilities and the degree of the incline. Most people also develop methods to go up and down an incline. If it is necessary you should stop during going up or down the incline, do not make sudden movements that can cause you to fall over.



#### Tip

Make sure the incline is inspected to climb up and down. That way you will know what to expect and you can safely go upwards or downwards.

#### 4.4.1 Going up an incline

When you go up an incline yourself, we advise you to bend your upper body forwards. This allows you to transfer the heaviest point forward and it is easier to get up an incline. We also recommend you to attach the anti-tip to the wheelchair when going up an incline. This will increase the safety during going up an incline. It is also important you don't carry extra weight such as bags on your wheelchair. This changes the centre of gravity to behind the wheelchair and with that, the chance of tipping increases.

If your attendant pushes you up, he or she must be aware that sufficient strength is required.



#### Warning

Always be careful when getting up and down an incline. An incline steeper than 5° is already dangerous to go up or down with your wheelchair.



#### 4.4.2 Going down an incline

Make sure that the footrests of the wheelchair are at least seven centimetres away from the ground. You should always be facing forward. However, never lean forward when you go down an incline. This may result in a forward tilt of the wheelchair. In order to increase the stability you can better slightly lean backwards.

To maintain control over your wheelchair, it is important you do not go down too quickly. You can control the speed by the amount of grip that you apply to the hand rims. That will cause the hoops to slide through your hands and will also cause friction. To avoid a friction burn on your hands, we recommend wearing gloves. Do not use the wheel brakes whilst going down the incline. These brakes are only suitable for use when stationary. It is also advisable to avoid suddenly changing the direction when negotiating an incline. This increases your chance of falling over.

If your attendant supports you when going down an incline, he or she must be aware that considerable traction should be exercised.

#### 4.5 Going up and down stairs

Stairs are one of the largest obstacles for people who use a wheelchair. However, it is possible, together with two attendants; to go up and down a flight of stairs with your wheelchair. You and your attendants must be aware of the rather heavy weight which has to be moved.

##### 4.5.1 Going up a flight of stairs

When you want to go up a flight of stairs, you need to go up backwards. We advise that if you want to climb the stairs with a wheelchair you should do this with the help of a **minimum** of two attendants. With one attendant at the front of the wheelchair, and one at the back. The attendant at the back of the wheelchair holds the push handles and lets the wheelchair tip backwards until it is balanced. When the chair is balanced the attendant at the front of the wheelchair needs to grab the side frames. You are now in position to climb the stairs. The attendant at the front pushes the side frames up until they are above the first step and the attendant at the back takes the first step on the stairs. Repeat this technique until the last step of the stair. You can let the front castors down when the attendant at the front has taken the last step.



#### Warning

If you go up a stairway with your wheelchair, you should take a maximum of one step at a time. This prevents the risk of falling down the stairs in your wheelchair.



### 4.5.2 Going down a flight of stairs

To go down a stairs you basically follow the same operations as going up the stairs. One attendant at the front of the wheelchair and, one attendant at the back of wheelchair. The attendant at the back of the wheelchair grabs the push handles and lets the wheelchair tip backwards until it is in balance. When the chair is in balance the attendant at the front needs to grab the side frames. You are now in position to descend the stairs.

Now, the attendant at the front lifts the side frames until they are above the first step and the attendant at the back makes the first step on the stairs. Repeat this technique until the last step of the stair. You can let the front castors down when the attendant at the front has taken the last step.



### Warning

Please be aware; the footrests are not built for lifting, carrying the wheelchair with, they are removable and an accident will occur.



## 5. Specifications

Below, you will find the specifications of the Excel G-Modular.

### Technical specifications of the Excel G-Modular

Total length	101 cm (incl. footrests)
Total width	63 cm
Total height	93 ↔ 101 cm
Total weight	19 kg
User weight	Max. 135 kg
Seat width	35, 37½, 40, 42½, 45, 50 and 55 cm
Seat depth	42½ cm
Seat height	53 cm
Back height	39 cm





## 6. Components of the Excel G-Modular

In this chapter the different components of the Excel G-Modular are described. On the wheelchair are a number of components present which are adjustable. If you want to add or remove any of its components, make any adjustments or replace components, you should always follow the instructions described in this user manual.

### 6.1 Folding and unfolding the wheelchair

To fold or unfold the wheelchair, there are some steps you should follow. When folding and unfolding the wheelchair you should always be careful so that the wheelchair does not get damaged.

#### 6.1.1 Folding the wheelchair

If you want to fold the wheelchair, please follow the following steps.

- Before you can fold the wheelchair, the footrests should be raised. On photo 1 you can see how footrests are when the wheelchair is unfolded. By folding the foot rests upwards (photo 2), you can in turn fold the wheelchair. On photo 3 you see the foot rests when they are folded upwards;
- To fold the wheelchair, you must first push the orange button on the tension bar and push the tension bar down, like shown on photo 4 and photo 5;
- Now, you can lift the seat by pulling the seat sling up, as you can see on photo 6;
- Finally, on photo 7 you see the wheelchair folded.



EXCEL G-MODULAR | PHOTO 1



EXCEL G-MODULAR | PHOTO 2



EXCEL G-MODULAR | PHOTO 3



EXCEL G-MODULAR | PHOTO 4



EXCEL G-MODULAR | PHOTO 5



EXCEL G-MODULAR | PHOTO 6



EXCEL G-MODULAR | PHOTO 7





## 6.1.2 Unfolding the wheelchair

To unfold the wheelchair, please follow the following steps.

- To unfold the wheelchair, you first have to stand in front of the wheelchair;
- Now, press on the seat tubes (photo 8) to expand the wheelchair;
- To make sure the wheelchair is folded correctly, go stand in front of the wheelchair and push the seat tube as far as it will go (photo 9). Please make sure the seat upholstery is tight;
- Now you can put the foot rests down again (photo 10).



EXCEL G-MODULAR | PHOTO 8

EXCEL G-MODULAR | PHOTO 9

EXCEL G-MODULAR | PHOTO 10



## Warning

When you are unfolding the wheelchair, you must make sure it is completely unfolded. The proceeding described at photo 8 is very important.

## 6.2 The push handles

The push handles of your Excel G-Modular are ergonomically designed (photo 11). This is to enable you to have an excellent grip on the push handles. This means, for the attendant, a more comfortable experience.



EXCEL G-MODULAR | PHOTO 11



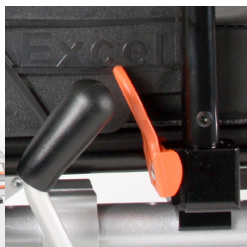
## 6.3 The armrests

The armrests of the Excel G-Modular are foldable backwards for side transfer. To flip back the armrests, you must follow the steps below.

- On photo 12 you can see the armrests of the Excel G-Modular wheelchair;
- To fold down the armrest, engage the orange lever as per photo 13.
- You can now fold the armrests backwards. The armrests cannot be folded further back than shown in photo 15;
- By pulling the lever shown on photo 16, you can remove the armrests from the wheelchair. To place the armrest back again, push the armrests into the fixing points. When they are in the correct position you will hear a satisfying click.
- Finally, the armrest is also depth adjustable (photo 17) and height adjustable (photo 18).



EXCEL G-MODULAR | PHOTO 12



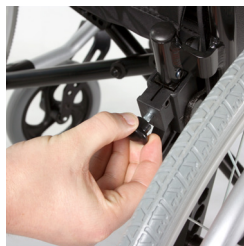
EXCEL G-MODULAR | PHOTO 13



EXCEL G-MODULAR | PHOTO 14



EXCEL G-MODULAR | PHOTO 15



EXCEL G-MODULAR | PHOTO 16



EXCEL G-MODULAR | PHOTO 17



EXCEL G-MODULAR | PHOTO 18



## 6.4 The backrest

The backrest of the Excel G-Modular (photo 19\*\* Euro spec shown) the push handles of the half folding backrest are incorporated within the tubes of the push handles. The backrest is not adjustable and not removable.



EXCEL G-MODULAR | PHOTO 19

## 6.5 The brakes

You can put your Excel G-Modular on the brakes. This is recommended when going in and / or going out of the wheelchair, but also when you left parked, you can put the wheelchair on the brake. If you want to put the brakes on the wheelchair, please follow the following steps.

- When sitting in the wheelchair and the wheelchair is not on the brake, you will see the situation as it is at photo 20;
- You can use the brake lever to put the wheelchair on the brakes. By pushing the lever forward (away from you) (photo 21), the wheelchair is put on the brakes (photo 22);
- If you are standing next to the wheelchair and you want to put the wheelchair on the brakes, you should perform the same actions. Be careful here though that the wheelchair does not move.



EXCEL G-MODULAR | PHOTO 20



EXCEL G-MODULAR | PHOTO 21



EXCEL G-MODULAR | PHOTO 22



### 6.6 The leg rests

The legrests of the Excel G-Modular are both swing away and removable. To remove or swing away the legrests, follow the following steps:

- In photo 23 you can see the footrests of the wheelchair;
- By pulling the orange lever (photo 24) upwards (photo 25), the leg rest can come in motion;
- On photo 26 you can see the leg rest can now be pulled out;
- If you want remove the leg rest, you have to lift it. You can lift the leg rest after you swung it as far round as possible;
- To place the leg rest back you put the leg rest on the fixing point and swing the leg rest into place. When you hear a 'click', the leg rest is securely attached.



EXCEL G-MODULAR | PHOTO 23



EXCEL G-MODULAR | PHOTO 24



EXCEL G-MODULAR | PHOTO 25



EXCEL G-MODULAR | PHOTO 26



## 6.7 The footrests

The leg supports also have foot plates attached. These are both foldable and adjustable in height and angle.

### 6.7.1 Folding the footrests

You can fold the footrests by following these steps:

- Photo 27: you can see how the wheelchair looks when the foot rests are not folded;
- You can fold the footrests by pushing the footrests upwards, as shown in photo 28;
- In photo 29 you can see how the leg rests look when the footrests are folded.



EXCEL G-MODULAR | PHOTO 27



EXCEL G-MODULAR | PHOTO 28



EXCEL G-MODULAR | PHOTO 29

### 6.7.2 Adjusting the height of the footrests

It is also possible to adjust the height of the foot plates. As you can see in picture 30, the footrest has five different height settings.



EXCEL G-MODULAR | PHOTO 30



EXCEL G-MODULAR | PHOTO 31



EXCEL G-MODULAR | PHOTO 32

### 6.7.3 Adjusting the angle of the footrests

It is also possible to adjust the angle of the foot plates (photo 31). You can only do this with an Allen key. By loosening the angle adjustment you can set the angle to your preference.

### 6.7.4 Adjusting the width of the footrests

It is also possible to adjust the width of the foot plates (photo 32). At the back of the footplate there is an Allen bolt. Loosen, remove, set the footplate to the desired width and re-tighten.



## 6.8 The frame

The Excel G-Modular has a scratch proof plastic powder coating. Furthermore, the wheelchair is provided with a cross-frame. This also provides additional rigidity to the wheelchair. The cross frame is shown on to photo 33.



EXCEL G-MODULAR | PHOTO 33

## 6.9 The stepper

The Excel G-Modular is equipped with two steppers (photo 34). These can be used by the attendant to put extra force when an increase in height needs to be undertaken. However, you should be careful with the steppers when you use them.



EXCEL G-MODULAR | PHOTO 34



## 6.10 The wheels

At your wheelchair there are front and rear wheels mounted. These should be checked regularly for wear.

### 6.10.1 The front wheels

The front wheels of the wheelchair are 8" and, are fastened by means of a front fork to the frame of the wheelchair (photo 35). The front wheels are important when you want to steer the wheelchair in the right direction. When the steering is not going smoothly or the front wheels will vibrate if the front wheels are not properly set and / or adjusted.

### 6.10.2 The rear wheels

The rear wheels of the chair have a 24" PU tyre (photo 36). These tyres are puncture proof. The rear wheels have handrims which enable you to propel the wheelchair. Furthermore, the rear wheels have a quick-release system. This makes them easy to remove, simply by pressing the black button (picture 37) and then pulling removes the rear wheels (photo 38).



EXCEL G-MODULAR | PHOTO 35



EXCEL G-MODULAR | PHOTO 36



EXCEL G-MODULAR | PHOTO 37



EXCEL G-MODULAR | PHOTO 38

## 6.11 The seat

The seat (photo 39) of the wheelchair is equipped with nylon, wipe able material.



EXCEL G-MODULAR | PHOTO 39





## 7 Transport of the wheelchair

Your Excel G-Modular wheelchair is designed to be easily transported by car. Your wheelchair is foldable so the total width is, on average 33 cm. Further to that your wheelchair is equipped with swing away and removable footrests. The rear wheels are also quick release and removable which aids transportation.

### 7.1 Folding the wheelchair

To fold the wheelchair, please follow the following operations:

- Remove the seat cushion (if supplied). The foot plates should be folded, as per photo 40, 41 and 42 (also see paragraph 6.7 and 6.8);
- To fold the wheelchair you have to stand next to it. Get a hold of the seat sling in the middle of the rear and the front, and pull straight up. To fold the chair completely, tilt the chair sideward (so the wheels cannot drag) and push the sides towards each other (photo 43 and 44);
- To make wheelchair even smaller so that it can be easily transported, you can take wheels of the wheelchair off by the Quick-release system (see section 6.10.1). Picture 45: Shows the function of the quick release button, you can easily release the rear wheels of the wheelchair (photo 46).



EXCEL G-MODULAR | PHOTO 40



EXCEL G-MODULAR | PHOTO 41



EXCEL G-MODULAR | PHOTO 42



EXCEL G-MODULAR | PHOTO 43



EXCEL G-MODULAR | PHOTO 44



EXCEL G-MODULAR | PHOTO 45



EXCEL G-MODULAR | PHOTO 46





## 7.2 Unfolding the wheelchair

To unfold the wheelchair, please follow the following operations:

- Make sure the rear wheels are properly attached. You do this by pushing the black button on the rear wheel (photo 47) and fix the rear wheel to the frame of the wheelchair (photo 48);
- Now, stand by the wheelchair and push the down seat on both sides at the point of the seat tubes (photo 49);
- To be sure that the wheelchair is correctly unfolded, stand beside the wheelchair and make sure the seat rails as pushed down as far as they will go (photo 50);
- You can now fit the legrests. You can do this by going through the steps to remove the leg rests but in reverse order.
- The leg supports will then engage into the receiving block with a click. (see photo 52);
- Also, don't forget your seat cushion. The wheelchair is now ready for use.

If you transport the wheelchair folded, you must make sure the wheelchair can't be dislodged whilst driving. This can be done by correctly securing the chair.



EXCEL G-MODULAR | PHOTO 47



EXCEL G-MODULAR | PHOTO 48



EXCEL G-MODULAR | PHOTO 49



EXCEL G-MODULAR | PHOTO 50



EXCEL G-MODULAR | PHOTO 51



EXCEL G-MODULAR | PHOTO 52



## 8 Maintenance

Your Excel G-Modular wheelchair needs periodical maintenance. This is necessary for long and optimum comfort for the user of the wheelchair. A badly maintained wheelchair will give you more technical problems, make it harder to steer and it won't be covered by the warranty. Preventative maintenance is very important. We advise your wheelchair is checked by a qualified Van Os Medical dealer at least once a year. This dealer will replace where necessary only Excel parts. These annual inspections will make sure your wheelchair will function correctly for years.

There are a lot of things you can do yourself to keep your wheelchair in optimum condition. If you regularly check the wheelchair and perform (small) maintenance tasks, this will extend the lifetime of your chair and increase the ease of use. In the following paragraphs these steps maintenance are further described.

### 8.1 The tires

You need to check the tyres of the wheelchair regularly, because the tyres will wear out. If the wear is at an advanced stage, then you should replace the tyres.

#### 8.1.1 Air tires

Air tyres should be checked weekly for correct tyre pressure. You will find the recommended tyre pressure on the rear wheels and, you can check it with a standard car or bicycle tyre pressure gauge. If the tyres of the wheelchair do not have the correct pressure it will lean to the side where the lower pressure is. It will also affect the ride and it will mean you have to exert more effort to move the wheelchair.

#### 8.1.2 PU tires

More and more we use PU tyres (polyurethane or puncture-free tyres) on our wheelchairs. You can easily recognise these tyres as they do not have a valve. PU tyres have the advantage that they do not need to be pumped up and cannot be punctured. The PU tyre tread can wear out just as an air tyre can. Check periodically to see if the tread is still deep enough.

### 8.2 The brakes

Before you can check the brakes, you need to make sure the tyre pressure is correct, see chapter 7.1. Inspect both brakes for sharp edges. If there are sharp edges on the brakes we advise you to replace them. Ensure that all the parts of the brake are in the right position and fastened secure;

Make sure that the mechanism is functioning smoothly. If it is not functioning smoothly apply some oil to the moving parts with one or two drips of WD40 or Teflon. Remove surplus oil and dirt. Also, make sure the brakes do not come into contact with the wheels as you are moving.



## 8.3 The crossframe

The cross frame is the basis of your wheelchair. Therefore, the cross frame should be in good condition. Check the cross frame in the following points:

- Make sure the wheelchair can easily be folded and unfolded;
- Make sure the wheelchair travels in a straight line while moving;
- Make sure the cross frame is not bent and shows no signs of wear.

When any of the above points show abnormalities, please contact the dealer where you bought the wheelchair. Only your dealer may make any repairs to the cross frame.

## 8.4 The rear wheels

You can also check the rear wheels yourself. Proper adjustment of the rear wheels increases stability. Also, it makes the chair easier to manoeuvre. Use the steps below to check the rear wheels on the following:

- Make sure that the wheels can move freely without touching anything;
- Make sure there is no play on the rear wheel bearings. If this is the case, this is often that the housing of the rear wheels is loose.

When any of the above points show abnormalities, please contact the dealer where you bought the wheelchair. Only your dealer may make any repairs to the rear wheels.

## 8.5 The castors and front fork

The castors at the front of the wheelchair, and the front fork that the castors are attached to must move smoothly and freely to enable you to steer your wheelchair. Check the castors and the front fork for the following points:

- Make sure the nut of the front fork is neither too loose or too tight. When the nut is too loose, the wheels will rotate but the ride will be uncomfortable. If the nut is too tight, the chair will be difficult to steer because of the bearings getting pushed so the balls cannot move freely. When the nut is correct in place the front wheel will stop slowly;
- Make sure the front castor shows no wear signs.

When any of the above points show abnormalities, please contact the dealer where you bought the wheelchair. Only your dealer may make any repairs to the castors or the front fork.



### Tip

Make sure the nut is securely fastened through the castor to the fork. You can check this by spinning the castor. The castor must stop slowly.



### 8.6 Upholstery

The upholstery of your wheelchair is also an important component. Torn or worn upholstery cannot carry the stated weight capacity anymore and this can be dangerous. Regular monitoring of your upholstery is very important. Check the upholstery of your wheelchair therefore on the following points:

- Check the textile coating for holes, cracks and general wear and tear;
- Check the upholstery-mounting grommets to make sure that they are all correctly aligned and secure.

When any of the above points show abnormalities, please contact the dealer where you bought the wheelchair. Only your dealer may make any repairs to the upholstery.

### 8.7 Cleaning of the wheelchair

Cleaning your wheelchair is important and should be done regularly. You can get your wheelchair best cleaned as described below.

- Clean the upholstery, chassis and plastic components on the wheelchair regularly with a mild soap and water. Never use abrasive cleaners, they can damage the varnish. Also never use steam or high pressure cleaners;
- Wax the varnish of the chassis regularly. Never use solvents, abrasive waxes, caustic chemicals or spray silicone;
- Dry the wheelchair after cleaning. Also dry your wheelchair after you have been, for example, in a rainstorm.

### 8.8 Periodical maintenance to your wheelchair

Preventative maintenance is very important and many of these things you can easily do yourself (or your attendant). We have highlighted below the maintenance you can do yourself.

#### Every week

- Check tyre pressure.

#### Every month

- Check the foldability of the wheelchair;
- Check if the quick release rear wheels work properly;
- Check upholstery for wear;
- Check wheel movement front and rear and check the wheels spin freely;
- Check if the brakes are working correct.

#### Every three months

- Check all bolts, screws and nuts and tighten if necessary;
- Check all spokes for tension;
- Check tyre tread for wear.



## 8.9 Service checklist

To maximize the lifetime of your wheelchair, we recommend you to get your wheelchair checked at least once a year, by an authorised Van Os Medical dealer. The form below can be used for this check. The intensity of the wheelchairs use can vary greatly from person to person. Therefore, it may be that your wheelchair needs a check several times a year. Furthermore, maintenance is not covered under warranty.

	Service schedule								
Service number	1	2	3	4	5	6	7	8	9
<b>Wheels:</b> <i>Excessive wear on the wheels, bearings, adjustments, quick release, tyres</i>									
<b>Hoop:</b> <i>wear and brambles, check for swipes</i>									
<b>Forks:</b> <i>check for backlash, adjustment of the ball head axle</i>									
<b>Rims:</b> <i>adjustment, readjustment, check for backlash</i>									
<b>Footrests:</b> <i>adjustment, line out</i>									
<b>Frame:</b> <i>fracture, welding seams, plastic components</i>									
<b>Armrests:</b> <i>fixation, rigid arms</i>									
<b>Sealing was / Coating / Chrome</b>									
<b>Upholstery:</b> <i>adjust straps, check for wear</i>									
<b>Fixation material on all the components.</b>									
<b>Teflon treatment for all moving parts.</b>									
<b>Seat cushion</b>									
<b>Checked by (paragraph)</b>									
<b>Inspection date</b>									



## 9. Problem analysis and solutions

Problems may arise when using your Excel wheelchair. The potential problems that may occur are described below in the table. You will also find the solutions. If you have problems with your Excel wheelchair that cannot be found in the table below, we recommend you to contact an authorised Van Os Medical dealer.

Problems	Solutions				
	1	2	3	4	5
There is excessive wear on the wheel bearings	X	X			
The wheelchair squeaks or rattles		X			
The castors flutters		X	X		X
The wheelchair moves heavy	X			X	
The wheelchair is turning slowly	X	X	X		X
The wheelchairs deviates to the left	X		X		X
The wheelchairs deviates to the right	X		X		X

1	Check if the tyre pressure is correct. Make sure the pressure is equal in both wheels.
2	Check if all nuts and bolts are stuck tightly.
3	The rear wheels and/or castors may be adjusted improperly. Make sure that both rear wheels and castor are mounted in identical positions.
4	Check if the bearings are not worn.
5	The front fork of the castors may be adjusted improperly. Make sure they are adjusted properly.



## 10. Warranty

Your user manual is also the warranty form. Enter the relevant data on page five and keep this user manual safe.

### 10.1 Warranty application

On your wheelchair is factory warranty label. It could also be possible that your dealer offers an additional warranty. However, in this user manual we are assuming the only warranty is the one given by Van Os Medical.

This warranty is only granted to you as the consumer. It is not intended to be used commercially (like hiring or institutional use). The warranty is limited to defects to materials and possible hidden shortages. Van Os Medical guarantees the following components on your Excel G-Modular wheelchair:

- Warranty period on side- and cross frame: 10 years;
- Warranty period wheels, hand brakes, front forks, arm rests, footrests and all components not stated here under: 1 year;
- No warranty on: upholstered components like seat and back upholstery and rigid arms, plastic parts as foot plates, coating and rubber parts, tyres and inner tubes.

### 10.2 Warranty conditions

The warranty period starts upon the date of purchase of your wheelchair. If within the warranty period, your wheelchair develops a defect, it will be repaired or replaced. However you do need to provide to Van Os Medical a complete warranty registration form or a copy of the bill with date of purchase. Without a warranty registration form or a proof of the purchase, the warranty will start at the date when you purchased the chair from the dealer.

Repairs and replacements must be fitted by an authorised Van Os Medical service agent. To qualify for the warranty, your wheelchair must have an up to date service schedule. Furthermore, if a problem occurs, you need to inform the Van Os Medical service agent immediately.

When parts of the wheelchair fail within 12 months of purchasing, the part or parts will be repaired or replaced free of charge, if the problem is a manufactory or material error and only if the wheelchair is with its original owner, our warranties are non-transferrable between shops or persons.

This warranty does not include any labour charges incurred by replacements. Replaced or repaired parts fall under the same warranty conditions as the original wheelchair. Worn parts are not guaranteed, unless these parts are worn as a direct result of an original manufacturer defect. These parts are for example upholstery, tyres, inner tubes and similar kinds of parts. The warranty conditions above describe all wheelchair parts, and are applied for the models bought at the normal price.



Under normal circumstances no responsibility is accepted when the wheelchair needs replacement or repairs as a direct result from:

- Not maintaining the wheelchair and parts according to the recommendations of the manufacturer, or not using the specific original parts;
- Damaging the wheelchair or parts by inattentive use, accident or wrong use;
- Adjusting the wheelchair or parts, different from the specifications of the manufacturer, or reparations done before the service agent is warned.
- If the product is not equipped with an original factory frame number and identification label as described in the manual, see chapter 1.

The wheelchair which is described and shown in this user manual can differ from your own model in details. However, all instructions are relevant, independent of slightly different details. We reserve the right to change the product in this user manual without further notice. All drawings, measures and capacities showed in this manual, are approximations and may be slightly different to your wheelchairs specifications.



### Warning

Van Os Medical UK Ltd cannot be liable for any consequent or individual damage whatsoever. While this manual is created with care, it is not exclusive. If your wheelchair does not comply with the rules contained in this user manual, you will first go to an authorised Van Os Medical dealer to discuss the problem. The warranty is only valid during the indicated period. If adjustments are made to the Excel G-Modular wheelchair, which have structural impact on the product, the warranty will expire completely.

For warranty service, contact your authorised dealer from where you bought your wheelchair. If it occurs that you are not helped to your satisfaction concerning the warranty service, please contact Van Os Medical in writing. You can find the address on back of this user manual.



### Tip

Maintenance is not covered under warranty. Your dealer may deviate from the maintenance interval.





# DECLARATION OF CONFORMITY



**VAN OS MEDICAL**

## Declaration of Conformity

### Product identification

Product group:	<b>Manual wheelchair</b>
Brand:	<b>Excel</b>
Model:	<b>G-Modular</b>
Number:	<b>VOS.TCF.EC.0243</b>

### Manufacturer

Name	<b>Van Os Medical B.V.</b>
Address	<b>Koperslagerij 3 4651 SK Steenbergen</b>
Country	<b>The Netherlands</b>

### Means of Conformity

The product is in conformity with Directive 93/42/EEC based on the use of a Technical construction file in accordance with Article 9 (Class I products) of the Directive.

### Signature of EU Representative

EU Representative:	Wijnand van Os
Function:	Director
Place:	Steenbergen
Date:	01-01-2016



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