



IMPORTANT CONSUMER INFORMATION

This manual contains important instructions that must be made available to the user of this product. Please do not remove this manual before delivery to the end user.

SUPPLIER: This manual must be given to the user of this product.

USER: Before using this product, read this entire manual and save for future reference.

MD The Headrest Mounting Hardware is a medical device.

MD The Apex Headrest is a medical device.

MD The Savant Headrest is a medical device.

Introduction

The Headrest Mounting Hardware and Wheelchair Headrests are designed for the **intended purpose** of providing support to wheelchair headrests which compensate for loss of head and/or neck control due to an injury or handicap. The **intended users** are those individuals that require head and neck support resulting from, but not limited to, the following conditions: ALS, Arthritis, Multiple Sclerosis, Dropped Head Syndrome (DHS), Radiation Fibrosis Syndrome, or Motor Neurone Disease. Other users may include a broad range of individuals that require a wheelchair headrest for support.

Contraindications for the **Headrest Mounting Hardware** are limited as the device is only to be used between two other medical devices i.e. a wheelchair and a wheelchair headrest. If these devices are not present the Headrest Mounting Hardware should not be used.

Contraindications for the Wheelchair Headrests

The Savant and Apex Headrests should not be used if restriction of range of movement of the head and neck will result in difficulty in breathing, swallowing or the aggravation of a pre-existing condition. Only a qualified health care professional should fit this device.

Any serious incident that has occurred in relation to this device should be reported to the manufacturer and the competent authority of the Member State in which the user and/or patient is established.

We want to hear your questions or comments about this manual and the safety and reliability of your product. Please feel free to write, email or call us at the contact information below:

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1 250 537 2177

NOTICE:

This product manual for Symmetric Designs headrest mounting solutions is meant to be an informational and generic resource so that a basic understanding of the product and its finite adjustment can be available for the user and caregiver. This manual should always be referenced in conjunction with a licensed clinician for more advanced fitting and support techniques. Failure to consult a licensed clinician can result in muscular and skeletal issues and/or injury to the user. The Symmetric Designs Headrests and Mounting Hardware user manual should be read and fully understood, prior to the installation, set-up, and use of this product.

NOTICE: Read Before Use

A. CHOOSE THE RIGHT HEADREST MOUNTING SOLUTION

Symmetric Designs provides a choice of many headrest mounting options, sizes and adjustments to meet the needs of the user; however, final selection of head support equipment rests solely with you and your health care professional. Choosing the best headrest mounting for you depends on such things as:

1. Your size, orientation, strength, balance and coordination.
2. Your intended use, and your level of activity.
3. The types of hazards you must overcome in daily use (in areas where you are likely to use your wheelchair).
4. The need for options for your safety and comfort.

B. ADJUST TO YOUR ABILITY

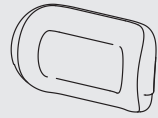
You need to work with your doctor, nurse or therapist, and your supplier, to fit this headrest mounting solution, and adjust the system for your level of function and ability.

C. REVIEW THIS MANUAL OFTEN

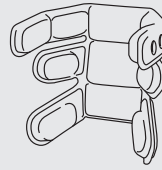
Before using this headrest mounting solution, you, and each person who may assist you, should read this entire Manual and make sure to follow all instructions. Review the warnings often, until they are second nature to you.

Headrest Mounting Hardware Components

Headrests

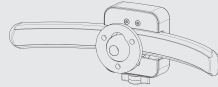


Apex Headrest



Savant Headrest

Headrest Interface

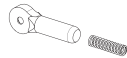


Axion Rotary Interface

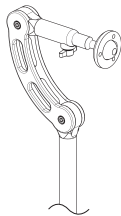
Headrest Mounting



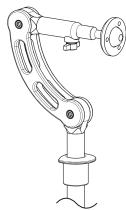
Standard



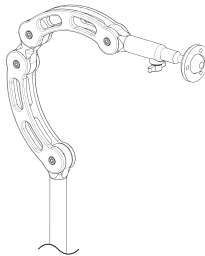
Dynamic



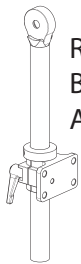
Twin



Twin Flip



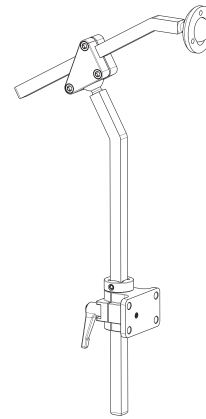
Twin Forward Flex



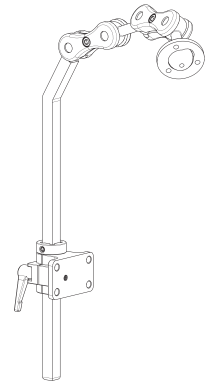
Round Base Mount Adapter Assembly



15 Square Base Mount Adapter Assembly



APEX Dual Offset

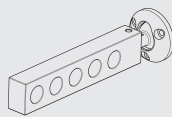


Infinity Link

Mounting Adapters



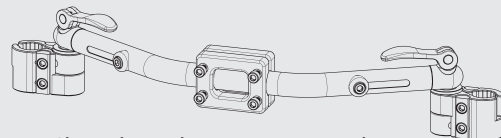
Universal Headrest Mounting Plate



Netti Adapter



Whitmyer Adapter



Clinical Headrest Mounting Adapter

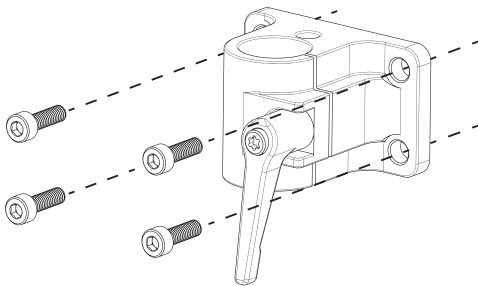
General Assembly and Adjustment Process

1) Compare received items to packing slip.

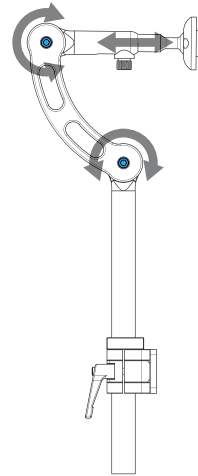
All assemblies are bagged and labelled for ease of identification.

2) Attach Base Mount Adapter to back of chair with a Clinical Headrest Mounting Adapter or a Universal Headrest Mounting Plate. Or, use holes on existing backrest.

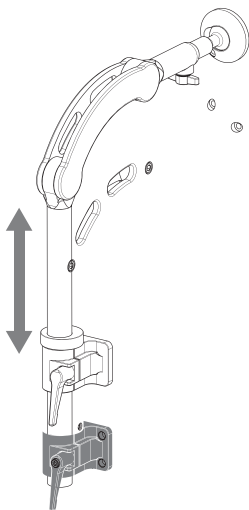
Note: Our Base Mounts are compatible with Permobil, Quantum, Invacare and most other manufacturer's equipment.



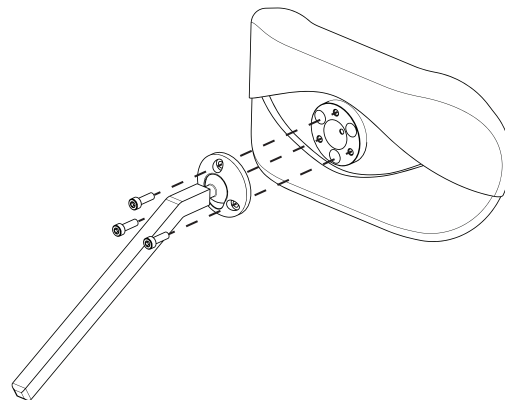
3) Adjust Headrest Mounting angles and sliders.



4) Adjust vertical position of assembly in Base Mount.



5) Attach Headrest to assembly and adjust position to suit the occupant of the wheelchair.

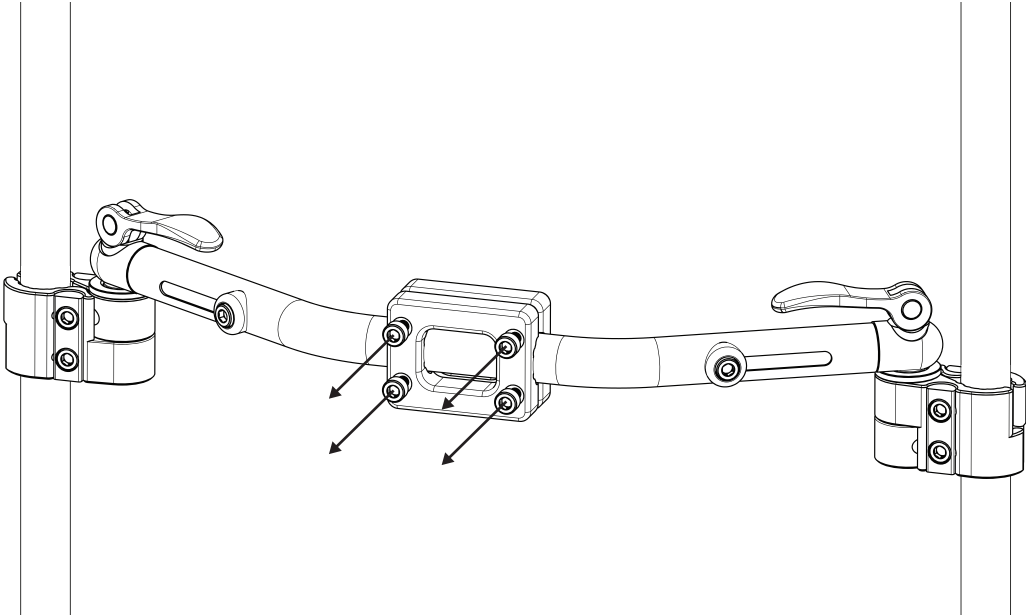


Base Mount Installation

Base Mount Installation on Clinical Headrest Mounting Adapter

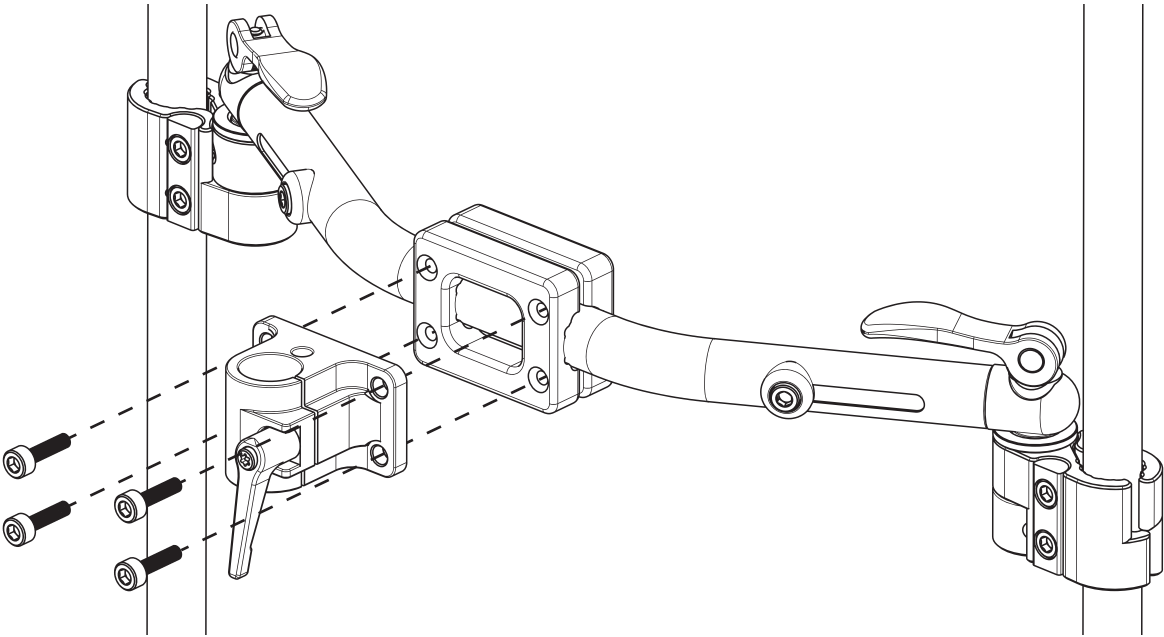
1) Remove the 4x M6x12 screws from the Clinical Headrest Mounting Adapter.

4mm Hex Key



2) Attach the Base Mount to the Clinical Headrest Mounting Adapter using the 4 screws previously removed.

4mm Hex Key

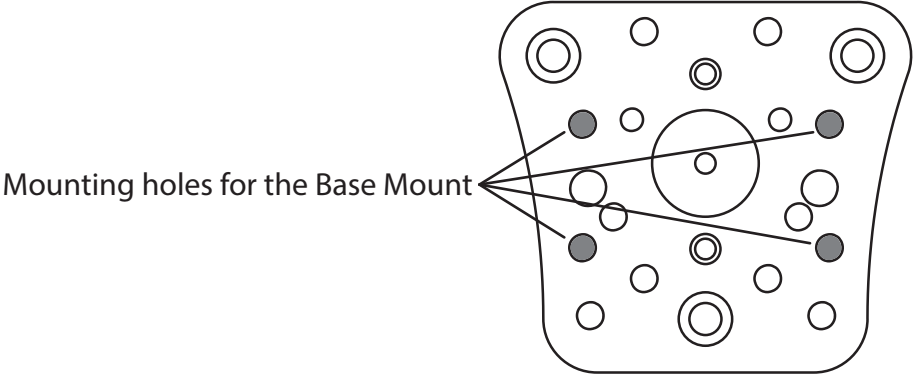
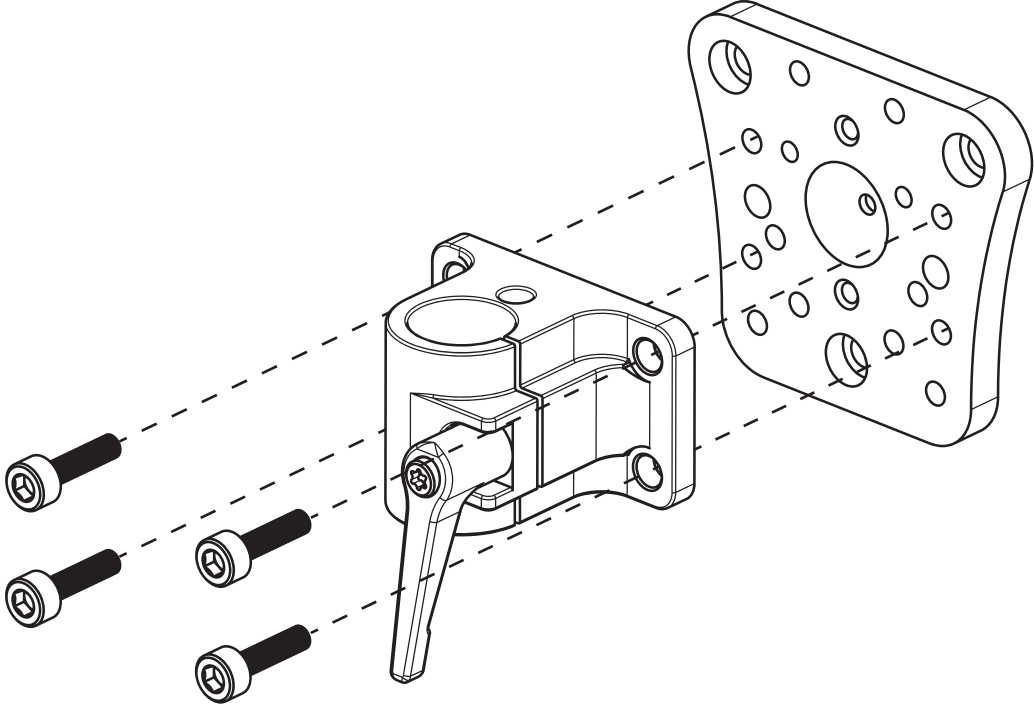


Base Mount Installation

Base Mount Installation on Universal Headrest Mounting Plate

1) Remove the 4x M6x12 screws from the Universal Headrest Mounting Plate. Use these screws to attach the Base Mount to the Mounting Plate.


○ 4mm Hex Key

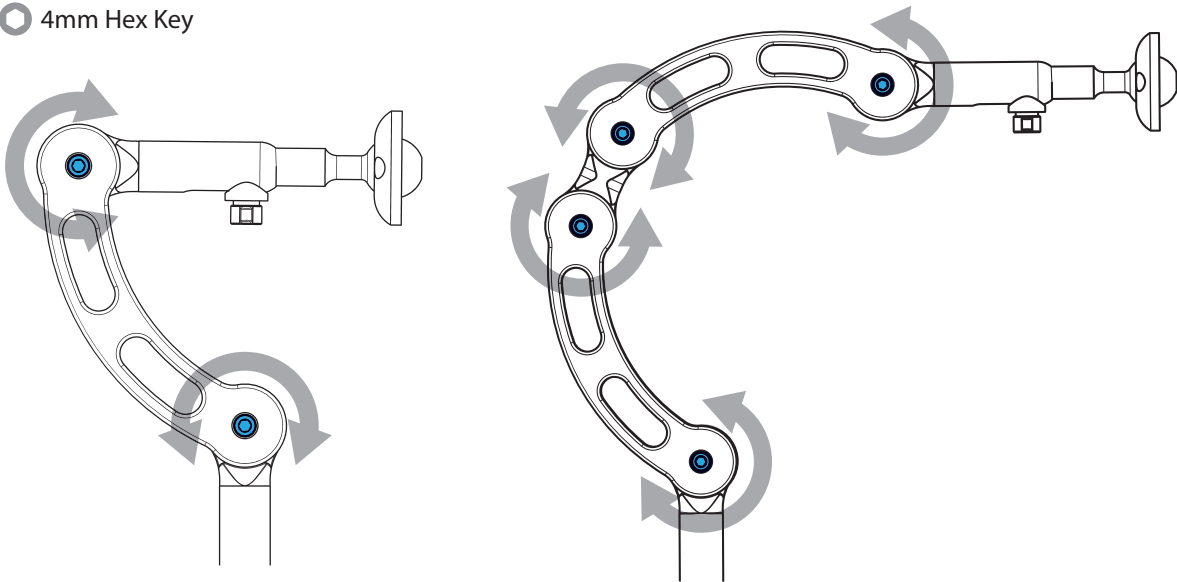


Twin Headrest Hardware Adjustments

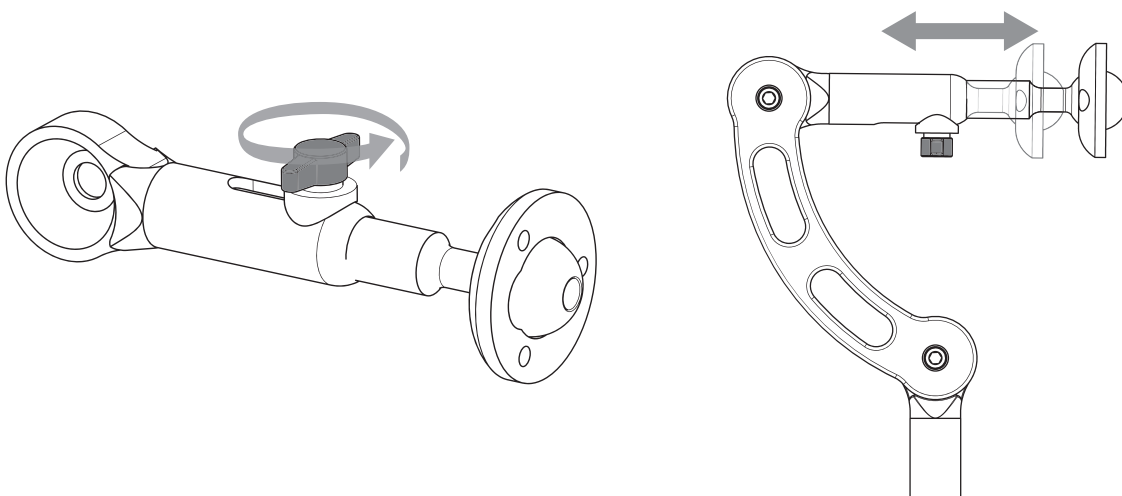
The Twin Headrest Hardware series have the same adjustment methods.

- 1) Loosen the blue M6 x 20 screws.
This will free the arm and Slider Knuckle to rotate.
Adjust the parts and tighten the blue screws.

 4mm Hex Key



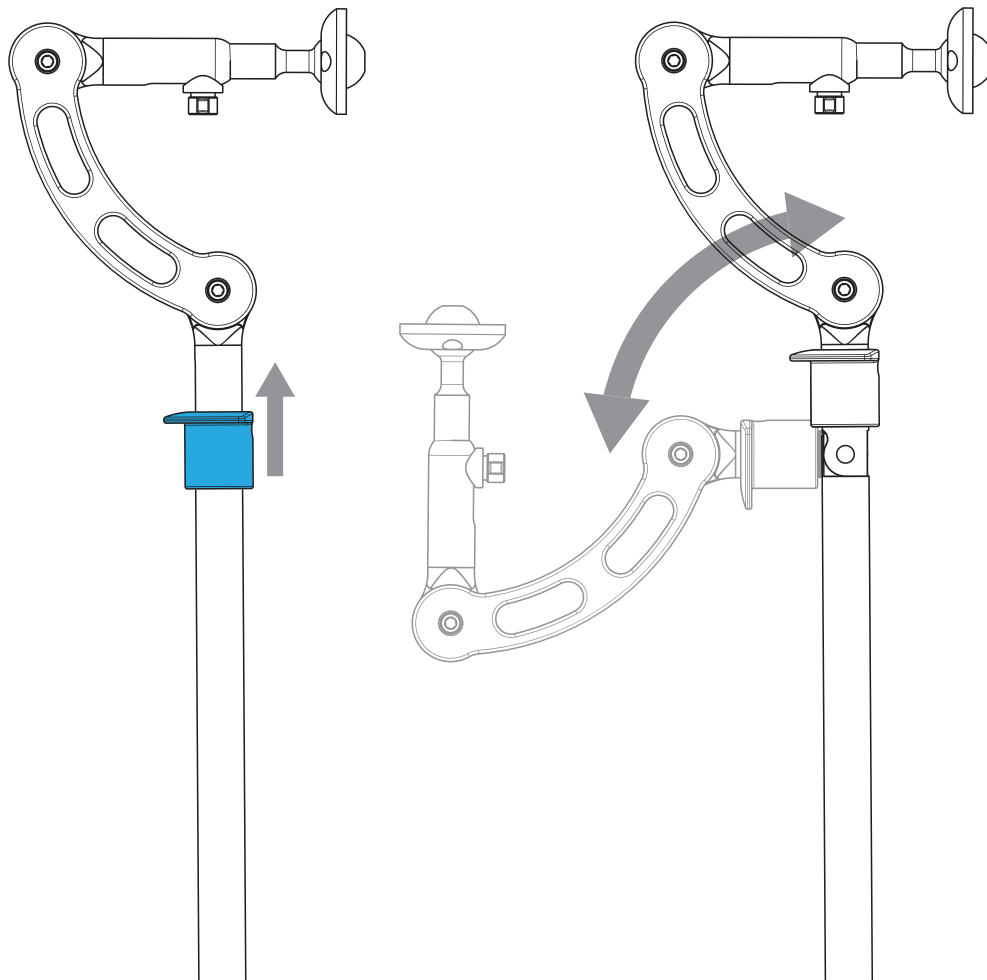
- 2) Loosen the black thumb screw under the Slider Knuckle.
This will allow the Slider Ball to move freely in the horizontal direction.
Adjust the Slider Ball and tighten the thumb screw to lock it in place.
*Skip this step for Dynamic Twin Headrest Hardware



Twin Flip Headrest Hardware Mechanism

The Twin Flip allows the headrest to flip back.

- 1) Pull the blue collar up and pull the mounting hardware back to release the mechanism. The blue collar will spring back into place when the headrest is gently repositioned.

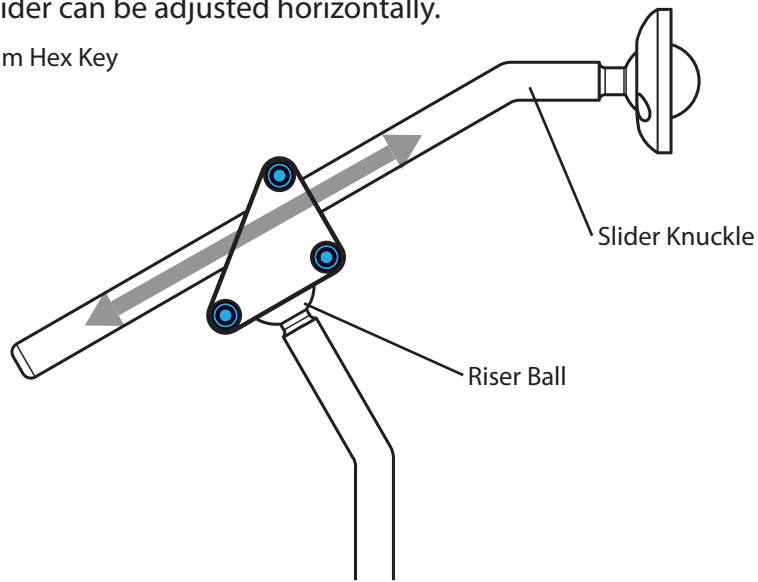


APEX Dual Offset Hardware Adjustments

Adjust the APEX Dual Offset Headrest Hardware to fit the user.

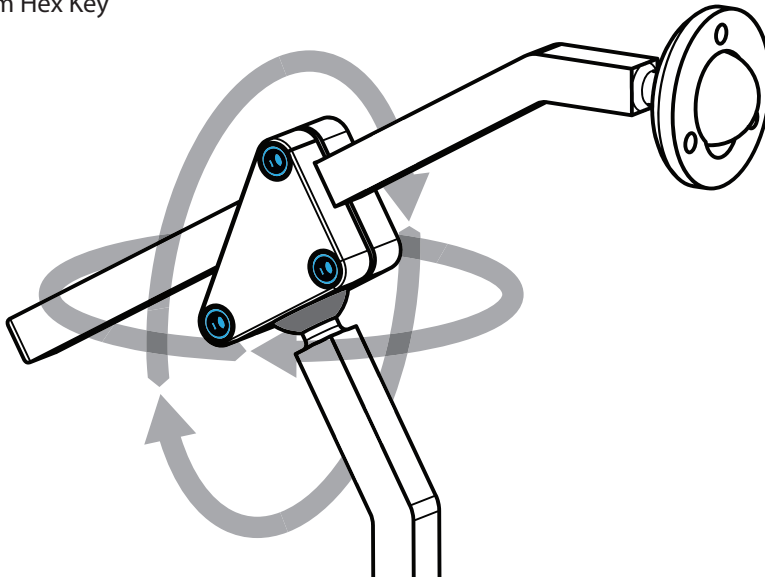
- 1) Loosen the 3x blue M6 x 20 screws.
This will free the Riser Ball and Slider Knuckle.
The Slider can be adjusted horizontally.

⦿ 4mm Hex Key



- 2) The Riser Ball can be adjusted in any direction rotating around the ball joint.
Adjust the parts and tighten the blue screws to lock everything in place.

⦿ 4mm Hex Key



Infinity Link Hardware Adjustments

Adjust the Infinity Link Headrest Hardware to fit the user.

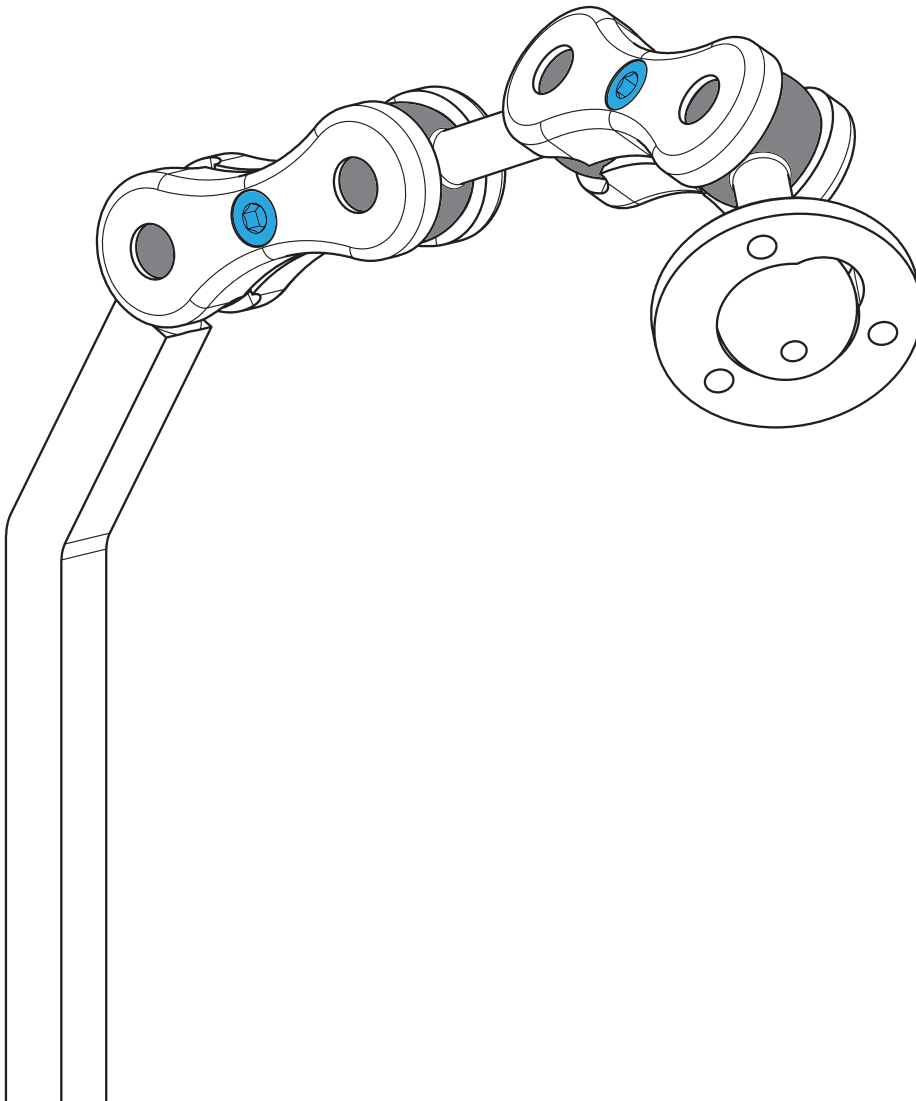
1) Loosen the 2x blue M6 x 20 screws.

This will free the Links and 2-Balls.

The Links can be rotated in any direction around all 4 ball joints.

Adjust the parts and tighten the blue screws to lock everything in place.

⦿ 4mm Hex Key

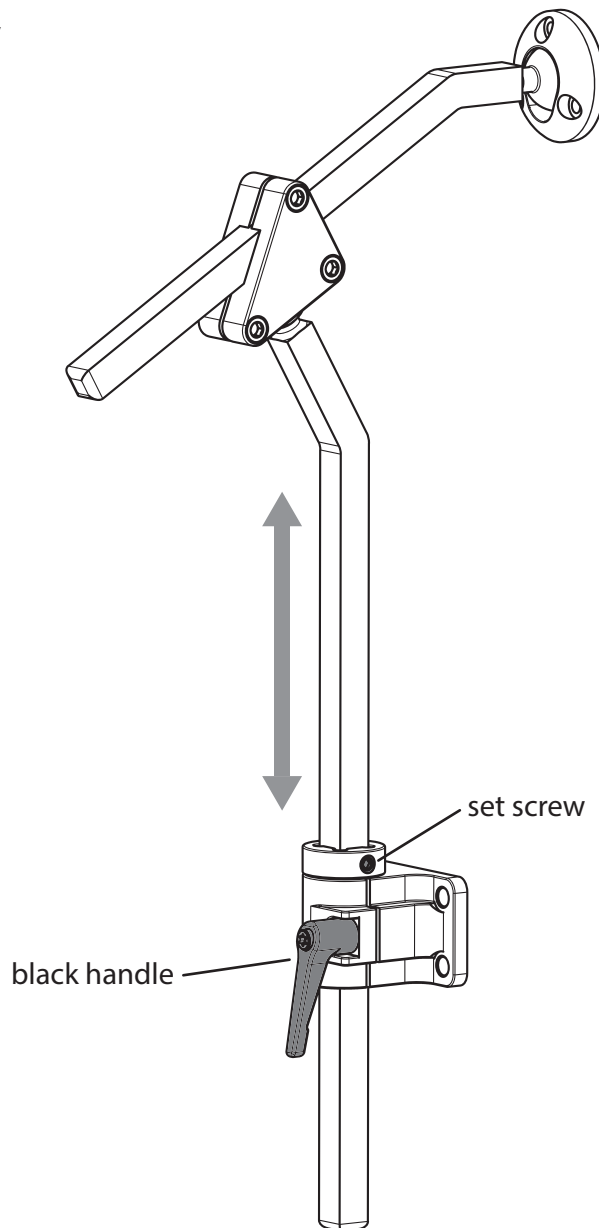


Vertical Adjustment

Adjust the vertical positioning of the Headrest Hardware

- 1) Loosen the set screw in the Stop Collar so that the Stop Collar can move freely.
Loosen the black handle on the Base Mount so that the Riser can slide freely.
Adjust the vertical location of the Riser on the Base Mount.
Tighten down the black handle to lock the Riser in place.
Tighten the set screw in the Stop Collar.

○ 3mm Hex Key



Twin Dynamic

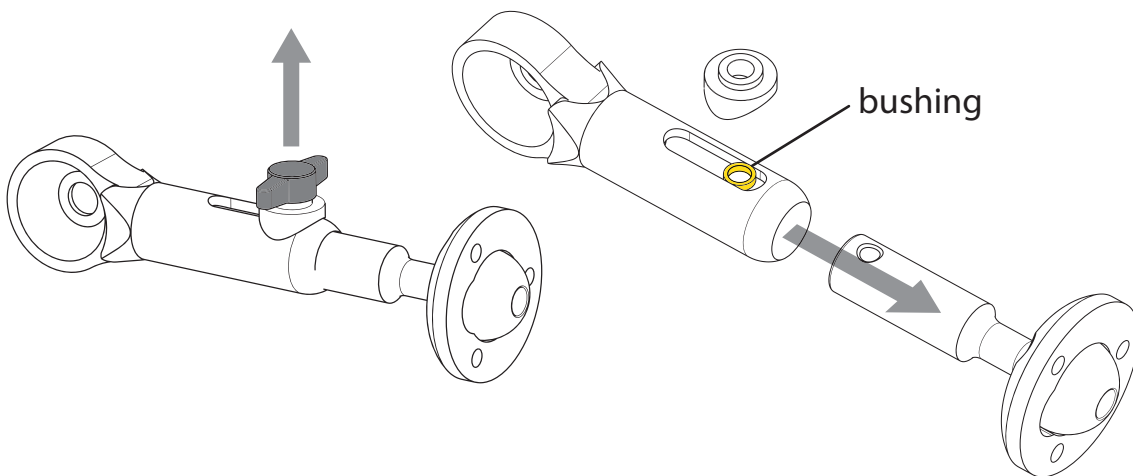
A Dynamic Spring assembly is provided in the Twin Dynamic Hardware to allow force absorption for a headrest. A firm spring is pre-installed in the assembly and a softer spring can be found in the parts bag. Choose the firm or soft spring depending on the users needs.

To change the spring:

- 1) Remove the black Thumb Screw from the Slider Ball.

Remove the Slide Ball from the Slider Knuckle.

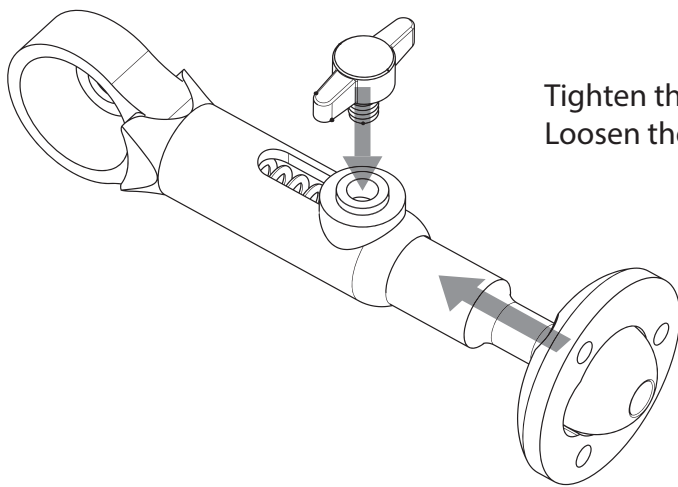
*Do not lose the brass Bushing that is hidden under the black Standoff.



- 2) Insert the Dynamic Spring into the Slider Knuckle.

Push the Slider Ball in far enough so that the threaded hole can line up with the brass Bushing in the slot of the Slider Knuckle.

Replace the Thumb Screw, making sure it goes through both the black standoff and the brass Bushing.



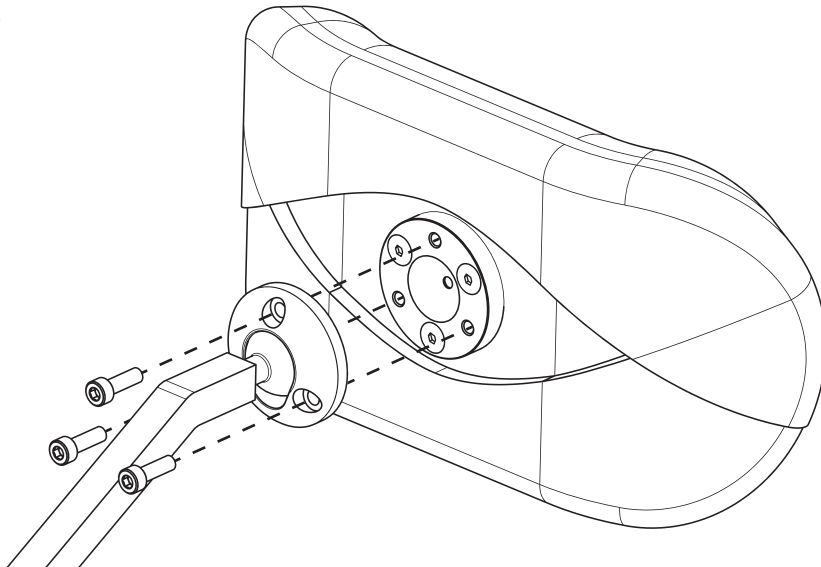
Tighten the Thumb Screw to lock the Spring.
Loosen the Thumb Screw to activate the Spring.

Install the Headrest

Attach the Headrest to the Headrest Mounting Hardware

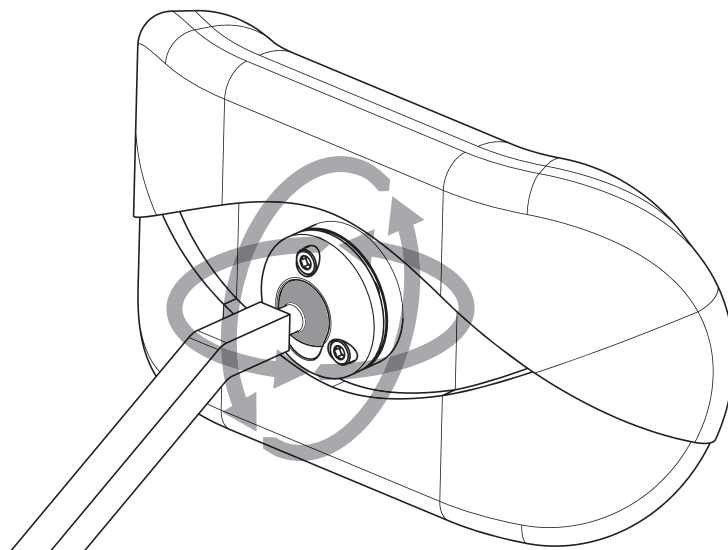
- 1) Hold the Headrest up to the Clamp Ring on the end of the Ball.
Locate the 3x M5x16 screws found in the parts bag.
Use the screws to loosely attach the Clamp Ring to the Mounting Plate on the back of the Headrest.

⦿ 4mm Hex Key



- 1) The Headrest can be adjusted at any angle around the ball joint.
Tighten down the 3 screws until the Headrest is rigid on the Headrest Mounting Hardware.

⦿ 4mm Hex Key

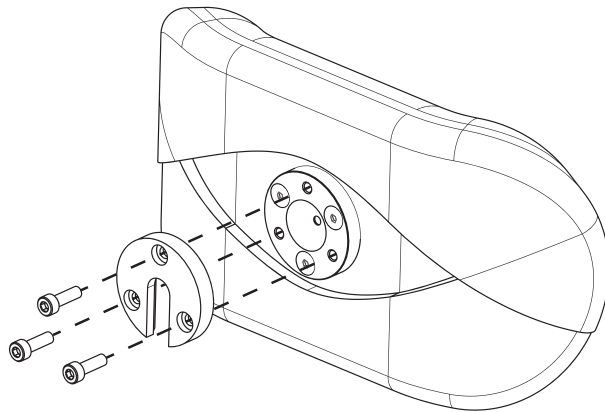


Headrest Adapters

Use the Whitmyer Adapter to attach any Symmetric Designs Headrest to the Whitmyer mounting hardware and Stealth hardware.

- 1) Use 3x M5x16 screws to attach the Whitmyer Adapter to any Symmetric Designs Headrest. The Headrest can be adjusted at any angle around the ball joint. Tighten down the 3 screws until the Headrest is rigid on the Whitmyer mounting Hardware.

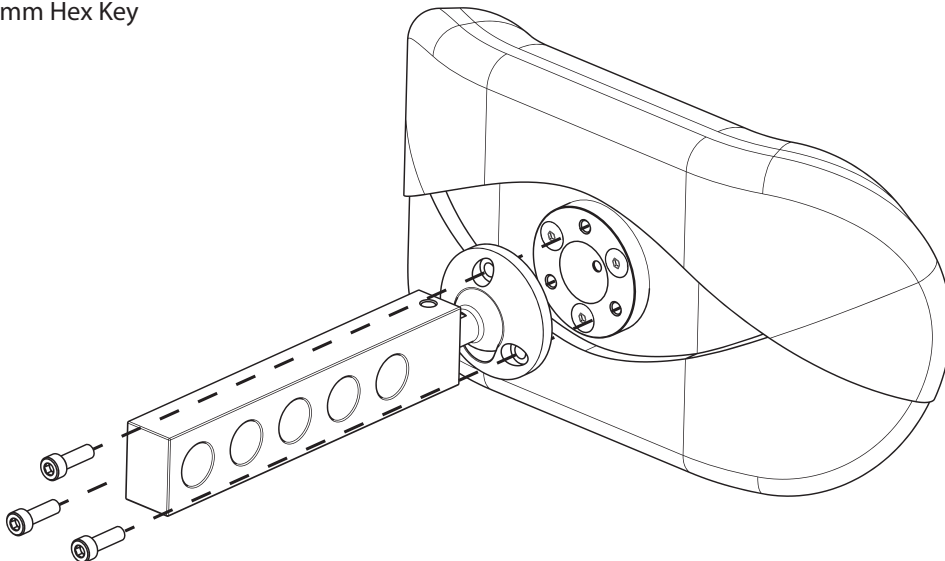
⊙ 4mm Hex Key



Use the Netti Adapter to attach any Symmetric Designs Headrest to the Netti mounting hardware.

- 1) Use 3x M5x16 screws to attach the Netti Adapter to any Symmetric Designs Headrest. The Headrest can be adjusted at any angle around the ball joint. Tighten down the 3 screws until the Headrest is rigid on the Netti Adapter.

⊙ 4mm Hex Key



A. NOTICE TO USER

Before using the head support equipment, you should be trained in its safe use by a health care provider. Failure to consult a professional can lead to extreme discomfort or serious injury for the user of this equipment.

B. NOTICE TO CAREGIVER

1. Be sure to work with the user's health care professional to learn proper adjustment, safety, and support methods that are best suited to the specific needs of the person using the head support equipment.
2. Always move the user to another seated area before installing, or adjusting the head support system.
3. To prevent injury to your back, always use good posture and proper body mechanics when adjusting headrest hardware.

C. SAFETY CHECKLIST

Before each use of the head support system:

1. Check the equipment for any loose components, and/or fasteners. Adjust the equipment to the original specifications and tighten to a sufficient torque. Failure to do so, may result in a risk of equipment failure, damage to components and/or user injury.
2. Repair any problem that you encounter. Seek help -your authorized supplier can help you find and correct any issues.
3. Never allow the head support equipment to be used unless it is fully functional and is free from significant wear to metal components and pads.
4. Before use, ensure that no component applies direct pressure to ears, eyes, throat, mastoid process (the bony prominence behind the ear), jawbone, or the temporal area.
5. Make sure that the headrest mounting system is attached securely to the back support.

D. CHANGES AND ADJUSTMENTS

1. See your health care professional, and have them adjust headrest components and accessories as growth or change occurs in the user.
2. When a support component is added to the original system, be sure to consult your health care professional and have them adjust and fit the new component.

E. ACCESSORIES

Unauthorized modifications or use of parts not supplied or approved by Symmetric Designs may change the product's structure and effectiveness. Unauthorized modifications will void any warranty and may cause a safety hazard for the user.

F. HEAD SUPPORT MISUSE

Never use the head support and mounting hardware to maneuver, lift or change direction of the wheelchair that it is attached to. It should not be used as a handle to push the chair. Misuse in this way can cause damage and excessive wear to the equipment, which could put the user at risk.

G. FASTENERS

Many of the screws and nuts on this product are special high-strength fasteners. They require periodic checks and maintenance to ensure the safety of both the user and attendant.

1. Only use fasteners provided by an authorized supplier (or ones of the same type and strength, as indicated by the markings on the hardware).
2. Do not over- or under- tighten fasteners. If screws or nuts become loose, tighten them as soon as possible.
3. ALWAYS tighten fasteners to a sufficient torque to ensure the strength and longevity of your products.

H. MOTOR VEHICLE SAFETY

If possible and feasible, never use the head support system in a motor vehicle.

1. Symmetric Designs head support equipment is not transit tested for use in a motor vehicle. When seating a user in a motor vehicle, it is always suggested to transfer the user to the original equipment manufactured vehicle seat and use the vehicle restraints.
2. In an accident or sudden stop, the rider's head may be thrust forward, backward, or to the side, and dislodge or change adjustment to the head support equipment.
3. Do not use this product if it has been involved in a motor vehicle accident.

Product Maintenance

The following suggestions will help ensure safe and successful product use.

MECHANICAL COMPONENTS

We recommend checking all system components on a regular basis. The frequency of these checks will depend on how rigorously the product is used. Checking the following items will ensure safe and functional product use:

1. Check tightness of all fasteners and hardware attachment points.
2. Review all parts for signs of wear. Pay close attention to bearings, springs, and telescoping components. Check all straps and cords for stretching and wear.
3. Review metal parts for signs of wear, cracks, bent parts or excessive flexing.
4. Replace or repair any parts showing wear.

THREADED HOLES

Do not force any fasteners. Being gentle, and tightening fasteners evenly will usually correct any fastener problems.

Warranty

Each Symmetric Designs product is carefully inspected to provide peak performance and is guaranteed to be free from defects in materials and workmanship for a period of 12 months from the date of purchase, provided normal use. Should a defect in materials or workmanship occur within 12 months from the original date of purchase, Symmetric Designs will, at its option, repair or replace it without charge. This warranty does not apply to general wear and use, including the application of excessive loads.

Claims and repairs should be processed through the nearest authorized Symmetric Designs supplier. Except for express warranties made herein, all other warranties, including implied warranties of merchantability and warranties of fitness for a particular purpose are excluded. There are no warranties which extend beyond the description on the face hereof. Remedies for breach of express warranties herein are limited to repair or replacement of the goods. In no event shall damages for breach of any warranty include any consequential damages or exceed the cost of non-conforming goods sold.


Glossary
of
Symbols

 EU Representative

 Swiss Authorized Representative

 Manufacturer

 Medical Device

 MedEnvoy Switzerland
Gotthardstrasse 28
6302 Zug Switzerland

 MedEnvoy Global B.V.
Prinses Margrietplantsoen 33 - Suite 123
2595 AM The Hague, The Netherlands



Designed and Manufactured In Canada

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