

**ichigo ichie®**

# Maki All-in-one Commode Maki 多功能便椅 (固定式扶手)

User Manual  
使用說明書



## Important suggestions!

- Read this user manual before first use of the commode and keep it at hand for the user.
- Keep this user manual at hand for future use and resale.

## 重要建議

- 首次使用便椅之前，請先閱讀此使用說明書，並妥善保存。
- 妥當地存放此使用說明書，以備將來使用和轉售。

### Table of contents

1. Introduction .....	1
2. Disposal .....	1
3. Safety instructions for use .....	1
4. Scope of Delivery .....	2
5. Set Up .....	3
6. Using the Commode .....	4
7. Care .....	6
8. Maintenance & Repair .....	6

# 1. Introduction

In this manual you will find information on safe and proper installation, use, operation, maintenance and care of the commode. Read these operating instructions carefully before using the product. Note in particular the safety instructions and act accordingly.

## 1.1 Intended proper use

The all-in-one commode chair is for homecare and institutional purposes. The commode chair is to be used exclusively for assistance during showering or bathing, using a toilet or for moving of persons inside bathrooms. The commode chair is not designed for long periods of sitting.

# 2. Disposal

Products that can no longer be used are to be disposed of separately from regular household rubbish. This must be done according to the local and national regulations for environmental protection and raw material recycling. Please contact your local disposal company or officials for further information.

# 3. Safety instructions for use

When using the chair, the following safety instructions must be observed:

## 3.1 Danger of slipping

- Before using, check to be sure the seat is securely pressed into the seat frame.
- Always lock the swivel castors before using the chair. This is to prevent the chair from rolling away.
- When sitting down into the chair, the user must not sit on the front edge of the seat or seat cushion. Be sure the user sits all the way back on the seat.

## 3.2 Danger of tipping over

- The chair may be pushed only using the push bow (backrest).
- The footrests must be folded up whenever the patient sits down or gets up. The patient must never attempt to stand on the footrests!
- The chair must not bump into door sills, jambs or on uneven surfaces.
- Use the chair only indoors and on solid, even, non-slippery surfaces.
- The chair may be pushed only at a walking speed or less (with or without the patient).
- Do not lean out of the chair (when the chair is still or in motion). If the swivel castors are swivelled inwards, then the stability of the chair is decreased.

### **3.3 Danger of breakage**

- The chair only is suitable for carrying persons. Be sure to observe the maximum allowable patient body weight.
- Never attempt to carry or lift the chair while a patient is sitting in it.
- Do not grab hold of or pull on attached objects, such as IV Pole, armrest cushions.

### **3.4 Danger of pinching!**

- To prevent body parts from getting pinched, do not reach between the seat and the frame when pressing the seat into the seat frame.
- Be sure other parts do not get jammed when folding and unfolding the footrests.

### **3.5 Danger of falling!**

- Sitting down, standing up and moving the patient should be supervised by a qualified care-worker, as to the health condition of the patient.
- Use of the chair by patients who do not have complete physical control and normal movement must not be done unsupervised.
- Rolling the chair on any sloped surface may be done only with the assistance of a care worker.

## **4. Scope of Delivery**










The product has been carefully inspected in the factory for freedom of defects and for completeness. After having received it, carefully check over the product for possible transport damages and for completeness.

- 1 commode wheel chair
- 1 footrest
- 1 commode pan with lid
- 1 Toilet seat cover
- 1 U-shaped toilet seat
- 1 User manual
- 6 Screw set with nuts



## 5. Set Up

Please read the following instructions before set up.

1. Installing the toilet seat	 <p>1.1 Expand the frame of the commode and place it on an even, steady surface as shown.</p>	 <p>1.2 Insert 4 legs of the U-shape toilet seat into the plastic tubes on the frame as shown. Keep it horizontal and press down as shown.</p>
	 <p>1.3 Screw the legs of the U-shape toilet seat into the plastic tubes on the frame (as shown) in clockwise direction.</p>	 <p>1.4 Screw all 4 legs into the plastic tubes on the frame.</p>
2. Installing the footrest	 <p>2.1 Carefully place the footrest above the wheels and click into the holes on the plastic tube.   Mind the fingers</p>	 <p>2.2 finish the installation of footrest as shown in the picture.</p>
3. Installing the commode pan	 <p>3.1 Locate the track for the commode pan as shown.</p>	 <p>3.2 Slide the commode pan along the track as shown.</p>

## 6. Using the Commode

**When using the chair, the following points must be adhered to:** Before use it must be assured that the chair is in a proper condition for safe use. If necessary, depending on the physical and strength limitations of the user (patient's ability to move and muscle strength), sitting down and getting up should not be done without assistance from a care worker. The chair should not be used for patient transport.

### 6.1 Sitting down

Before sitting down in the chair, be sure it is secured against slipping away (see: 6.4) and tipping over, that the armrests are secured, that the commode seat is properly mounted, and that the footrest is folded up.



The patient must stand as closely as possible near the chair. Then he has to sit down slowly on the whole seat during supporting himself with using both armrests. If this is not possible due to his physical limitations, then a care-worker must assist him. If necessary a patient lifter may have to be used.



**Caution – danger of falling!** To prevent the patient from falling out of the chair, be sure the patient is seated completely on the chair, and not just on the edge. For moving the patient, be sure he is leaned back against the seat back and be sure he uses the footrests.

## 6.2 Getting up

Before getting up, be sure the chair is stable and secured against slipping away (see: 6.4) and tipping over, and the footrest is folded up. The patient must then move his body forward until his feet are flat on the floor.

The patient must then place both hands on the armrests and slowly lift himself up. The patient must not lean too far forwards, in order to avoid falling. The patient should have the care worker assist him when getting up.



**Caution – danger of falling!** The patient must not stand on the footrest when getting up or leaving the chair.

## 6.3 Removing the seat

The seat can be removed from its receptacles for the purpose of cleaning or exchanging simply by pulling it up.

## 6.4 Using the wheel locks

To lock the wheels, press the locking levers down with your foot. The wheels are now locked and not loose. Releasing the wheels is done by lifting up the locking levers with your foot.

## 6.5 Handling the commode pan

Push the commode pan under- the seat from behind the chair. To remove the pan, lift it up slightly and pull it out.

## 7. Care

In general the chair can be cleaned using a mild conventional cleaning and disinfecting agent. Simply wipe the chair with clean water and cloth, and then wipe dry with a clean cloth.

Do not use an abrasive scouring agent or cleaner (read the product instructions!) that contain aggressive solvents (acids, thinners). Do not use stiff cleaning brushes, as these will damage the plastic surfaces or cause deposits to build up on the plastic parts and other materials.

Keep the product clean and clean it in regular intervals. In the sensitive areas is hygiene very important.

## 8. Maintenance & Repair

The cause of accidents or damage may be due to the late detection of wear and/or improper use, as well as irregular or no maintenance.

For safety reasons and for preventing accidents, the chair must undergo a complete maintenance at least once a year. (Refer to the Medical Products Act.)

### Maintenance

- Periodic safety-related controls are needed:
- Check for apparent damage: (cracks, fractures, loose parts).
- All screwed connections for tightness (especially the castor wheels and the frame).
- Function of the armrests
- Function of the footrests (replace defective footrests).
- Rolling ability, check function of the wheels (replace defective wheels).
- Check accessories for defects.

### Repair

- If you have questions concerning maintenance and repairs to the chair, then contact an authorized dealer or medical equipment supply outlet.
- When making repairs, use only original spare parts from the manufacturer. Observe all advisories concerning guarantee and warranty.
- Never make any unauthorised modifications or conversions to the chair. These will only adversely affect the safety and function of the chair. In such cases the manufacturer assumes no liability!
- Follow all the instructions when ordering spare parts, re-use and product lifetime of the chair.
- After a complete maintenance or repair of the chair is done, we recommend a complete cleaning for assuring hygiene. Follow the cleaning instructions.

## 目錄

1. 引言 .....	8
2. 棄置 .....	8
3. 安全使用指引 .....	8
4. 套件內容 .....	9
5. 安裝 .....	10
6. 使用便椅 .....	11
7. 清潔護理 .....	13
8. 保養及維修 .....	13

# 1. 引言

在此使用說明書裡，您將找到有關便椅安全和正確安裝、使用、操作、維護和清潔護理的信息。使用本產品前，請小心地仔細閱讀本使用說明書。請特別注意安全說明並採取相應措施。

## 1.1 預期正確使用

多功能便椅主要用於家庭護理和機構使用。便椅專門用於淋浴或洗澡、如廁或於浴室內移動使用者。便椅並非作長期坐著之用。

# 2. 棄置

廢舊產品應與普通家庭垃圾分開處理。這必須按照本地及國家對環境保護和原材料回收的規定進行。請聯繫您當地的廢物處理公司或部門以獲取更多信息。

# 3. 安全使用指引

使用椅子時，必須遵守以下安全說明：

## 3.2 滑倒危險

- 使用前，請確認座椅已牢固地壓入座椅框架。
- 使用椅子之前，請務必鎖定旋轉腳輪。這是為了防止椅子滾走。
- 坐在椅子上時，使用者不得坐在座椅或座墊的前緣上。確保用戶坐穩於座位上。

## 3.2 翻倒危險

- 只能使用推弓（靠背）推動椅子。
- 病人坐下或起床時，必須折起腳踏板。患者不得試圖站立在腳踏板上！
- 椅子不得撞到門檻、門框或不平的表面上。
- 只能在室內及堅固、平整、防滑的平面上使用椅子。
- 椅子只能以步行速度或更慢（裝載或沒有裝載病人）推動。
- 身體不要外傾椅子（椅子靜止或移動時）。如果旋轉腳輪向內旋轉，椅子的穩定性會下降。

### 3.3 破損危險

- 椅子只適宜用作推載患者。務必遵照最大的患者承重量。
- 當患者坐在椅子上時，千萬不要試圖拿起或抬起椅子。
- 不要抓住或拉動連接產品的物件，如點滴架、扶手墊。

### 3.4 夾傷危險！

- 為防止身體部分夾倒，將座椅壓入座椅框架時，請勿觸碰座椅與車架之間的位置。
- 確保折疊和展開腳踏板時，其他部件不會卡住。

### 3.5 墜落危險！

- 坐下、站立、移動患者時，應由合資格的護理人員監察病人的健康狀況。
- 對於不能完全控制身體和正常活動的患者，在使用椅子不得無人監督。
- 在任何傾斜的平面上移動椅子時，只能在護理人員的協助下完成。

## 4. 套件內容

工廠已對此產品進行仔細的檢查，以確保其無缺陷和完整。收到產品後，請仔細檢查產品是否存在運輸時造成的可能損壞和其完整性。

- 1 多功能便椅
- 1 腳踏板
- 1 便盤連蓋
- 1 坐廁座墊
- 1 U型坐廁軟板
- 1 使用說明書
- 6 螺絲及螺帽

## 5. 安裝

安裝前，請先細閱有關指示。

1 安裝座廁	 <p>1.1 先將便椅支架展開，並放置在平穩的地方。(如圖)</p>	 <p>1.2 之後將U形座廁軟板的4條腿嵌入支架上的黑色塑膠管座中(在支架上)[如圖]，保持水平位置下按。(如圖)</p>
	 <p>1.3 將螺絲及螺帽分別安裝於支架上的膠管中(如圖)，順時針方向扭緊以固定。</p>	 <p>1.4 扭緊後，應如上圖一般，四個管座也需扭上螺絲。</p>
2 安裝腳踏	 <p>2.1 之後安裝腳踏於便椅上，先對好兩邊位置然後嵌入(如圖)。</p> <p>⚠ 小心夾手</p>	 <p>2.2 嵌入後，應如左圖一般。</p>
3 安裝便盤	 <p>3.1 先找到便廁盤的軌道(如圖)</p>	 <p>3.2 再將便廁盤嵌入即可(如圖)。</p>



## 6. 使用便椅

**使用椅子時，必須遵守以下幾點：**使用前必須確保便椅處於安全使用狀態。如有必要，根據使用者的身體和力量限制（患者的移動能力和肌肉力量），在坐著和起床時，不應該在沒有護理人員協助的情況下完成。便椅不適用於運送患者。

### 6.1 坐下時

坐在便椅上前，確保它不會滑走（參考：6.4）及翻倒，扶手已穩妥，馬桶座已正確安裝，腳踏板已收起。



病人必須盡可能站近便椅。當利用兩個扶手支撐身體時，他必須慢慢地坐在整個座位上。若因身體限制未能做到，使用者必須要由護理人員協助。必要時可能需要使用病人起重機。



**注意 - 墜落危險！** 為防止病人從便椅上掉下來，確保病人完全坐在便椅上，而不僅僅在邊緣上。移動病人時，確保病人靠在椅背上，並確認病人使用腳踏板。

## 6.2 起來時

起來之前，確保便椅穩定、防滑（參考：6.4）並防止翻倒，腳踏椅收起。病人必須向前移動其身體，直到其腳部能平放在地板上。

病人必須將雙手放在扶手上，慢慢抬起自己。病人不能過度向前傾斜，以免摔倒。起來時，病人應由護理人員協助。



**注意 - 墜落危險！** 起來或離開便椅時，患者不得站在腳踏板上。

## 6.3 拆下座位

座位可從便椅中拉出移除，作清潔或更換用途。

## 6.4 使用輪鎖

要鎖定輪子，用腳踩下鎖定桿。車輪當前應被鎖定、不能活動。用腳抬起鎖定桿，可以鬆開輪子。

## 6.5 放置排洩物頂蓋

從便椅後方，在椅下推進排洩物頂蓋。要取出頂蓋，將其輕輕提起並將其取出。

## 7. 清潔護理

一般來說，便椅可以使用溫和的傳統清潔劑和消毒劑清潔。只需用清水和布擦拭便椅，然後用乾淨的布擦乾即可。

請勿使用含腐蝕性溶劑或含研磨劑的清潔溶劑（酸性、稀釋劑）（請閱讀產品說明書！）。請勿使用硬清潔刷，否則會損壞塑膠表面，或導致沉積物堆積在塑膠部件和其他物料上。

保持產品清潔並定期清潔。在某些敏感地帶，衛生是非常重要的。

## 8. 保養及維修

事故或損壞的原因可能是由於遲於檢查的磨損和/或使用不當引起的，以及不定期維護或不維護。

出於安全原因和防止事故，便椅每年必須至少進行一次完整的維護。（請參閱醫療產品法案）

### 保養

- 需要定期進行與安全有關的控制：
- 檢查是否有明顯的損壞（裂紋、裂縫、零件鬆動）。
- 所有螺絲連接牢固（特別是腳輪和椅框）。
- 扶手的功能
- 腳踏板的功能（更換有缺陷的腳踏板）。
- 滾動能力、檢查車輪功能（更換有缺陷的車輪）。
- 檢查配件是否有缺陷。

### 維修

- 如果您對椅子的保養和維修有疑問，請聯繫授權經銷商或醫療設備供應商。
- 維修時，請僅使用製造商提供的原裝備用零件。遵守有關保養和保修的所有建議。
- 不要對椅子進行任何未經授權的改裝或轉換。這只會對椅子的安全和功能造成不良影響。在這種情況下，製造商不承擔任何責任！
- 在訂購備用零件、重複使用和產品使用壽命期間，請遵循所有說明。
- 完成對椅子的保養或維修後，我們建議您進行徹底的清潔以確保衛生。遵循清潔說明。

總代理 Sole Distributor :



**保利安公司**  
**Health Care & Co.**

wholly owned by Humana Medical Ltd

香港新界葵涌工業街23-31號

美聯工業大廈21樓B室

Unit B, 21/F, Mai Luen Industrial Building,  
23-31 Kung Yip Street, Kwai Chung, NT, HK.

電話 Tel : (852)2810 4868

MAKI-00080\_1