

ACTA-BACK®

USER GUIDE & MANUAL

(FOR ACTA-BACK®, ACTA-BACK® DEEP, ACTA-BACK® CONTOUR, OR ACTA-BACK® LTS)



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

Operator (Individual or Caregiver): Before using this product, read the instructions and save them for future reference.

ACTA-BACK®

Parts Included (All Compass® 4 Styles):

- Complete Acta-Back®, Acta-Back® Deep, Acta-Back® Contour, or Acta-Back® LTS Assembly with mounting hardware
- 5mm hex key
- 3mm hex key
- 2mm hex key

Parts Needed (Fixed):

- 11mm open-end wrench

Parts Included (4 Point Hardware):

- 45 Assembly (including additional straps for attachment to larger diameter canes)
- 3.5mm hex key
- 4mm hex key

Compass® Hardware (2 Point) - Figure A

- 1 Loosen the two clamp bolts (A) on both sides using the 5mm hex key. Place and then tighten the clamps onto the wheelchair canes.

Note: Make sure that the clamps are the same height relative to one another on the canes and that they sit square to the wheelchair. Make sure the cane clamp locking screws (J) are flush with the inner clamp surface prior to installation.

- 2 Slightly loosen the bolts (B) on both of the sides using the 5mm hex key. Slide the brackets in and out until the wheelchair canes are relaxed. If further adjustments are needed that the bracket cannot accommodate, follow step 2A for Quick Release or 2B for Fixed Compass.
- 2A Quick Release - Release toggle (C) and adjust the clamp angles until the wheelchair canes are relaxed. Then lower the toggle to engage the locking mechanism.
- 2B Fixed - Loosen (but do not remove) the bolts (D) with the 5mm hex key and an 11mm open-end wrench around cone (E). Adjust the clamp angles until the wheelchair canes are relaxed.
- 3 Once the hardware is at the correct position with the wheelchair canes relaxed, fully tighten the bolts (B) on both of the sides. If the bolts (D) were loosened in step 2B, tighten the bolts (D) with the 5mm hex key and an 11mm open-end wrench around cone (E): between 10-12.4 Nm.

Note: The installation of the back support is complete. Adjustments can now be made with the user seated during the process.

- 4 If additional height adjustment is needed, slightly loosen either the bolts (A) or (B) on both of the sides using the 5mm hex key. The back support can slide up and down using either the slot on the back support shell or on the canes. Tighten all four of the bolts (A) or (B) again once at the desired height.
- 5 Depth: Loosen the bolt (F) on both sides using the 5mm hex key. The back support can slide forwards or backwards by up to 5 cm in total. Tighten both of the bolts (F) after the back support depth has been adjusted.

Note: If additional depth adjustment is needed, Compass can be used in alternate configurations including swapping just the cane clamp or the whole depth adjustment bracket with cane clamp assembly to the opposite side of the wheelchair. See figure C for example.

- 6 Recline: Loosen the top and bottom bolts (G) on both sides using the 5mm hex key so the back support can be tilted. Tighten all four bolts (G) after the back support angle has been adjusted.



When installation and adjustments are complete, all bolts should be tightened to a minimum of 9.6 Nm. (This does not include locking screws (H) and (J). Tighten these only until contact is made.)

- 7 Tighten locking screws (H) on both sides using the 3mm hex key to lock angle rotation. These make contact with the recline bolts (G) and prevent angle rotation but may also be used for minor angle adjustments if the bolts (G) are loose. Overtightening of (H) may cause unwanted changes in the recline position.
- 8 Tighten the cane clamp locking screw (J) on both sides using the 3mm hex key. This makes contact with the wheelchair canes to lock in the final clamp position.

Compass® Hardware (4 Point) - Figure B

Note: If the alternate Compass 2 Point configuration was used above, 4 Point hardware may need to be reconfigured as well.

- 1 Gently loosen the bolts (K) and (L) on both sides to allow for adjustment of all mounting brackets using the 4mm hex key.
- 2 Adjust the hardware so that the mounting pegs (M) are resting against the canes as shown. Tighten the bolts (K) and (L) to set the placement of the hardware.
- 3 Attach the cane mounts to secure each mounting peg against the cane. Remove screw (P) using the 3.5mm hex key to release one side of the cane strap (R) and remove from the cane mount (N).

Note: Use the short strap (pre-attached) as is for 22.22 mm and 25.4mm canes. Use the inner strap holes on the shorter strap for 1.9 cm canes or replace the strap and use the longer strap provided in the kit for 28.58 mm and 31.75 mm diameter canes.

- 4 Place the cane mounts (N) just below the mounting pegs (M) and wrap strap (R) around the cane. Replace the screw (P) and tighten. Complete for both the left and the right sides.
- 5 Tighten the screws located on the front of the cane mounts (not pictured) to fully secure the strap.

Parts Detail:

Fig. A

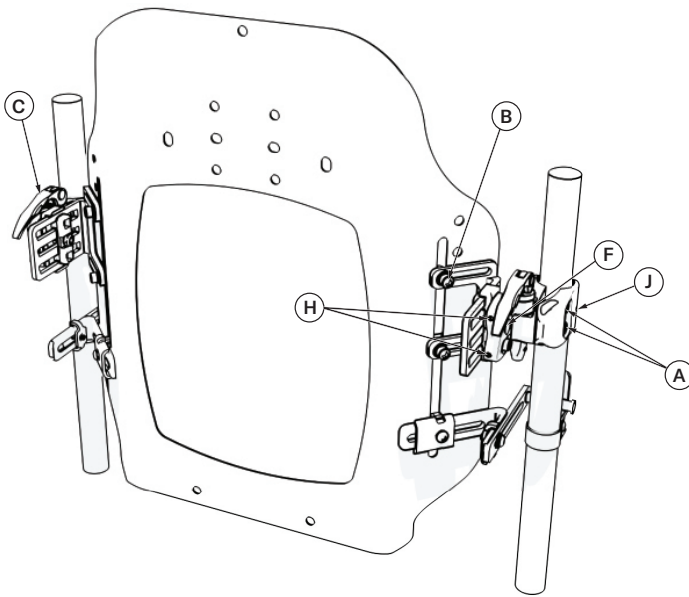
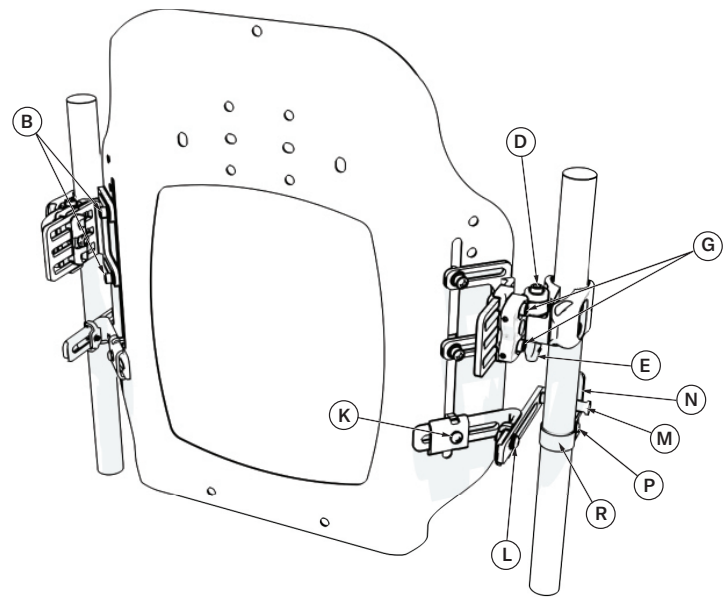


Fig. B



Acta-Back® supports have patented mouldable aluminium stays inserted into the cover. These stays can be moulded to match the contour of the spine.

How to mould the support stays:

- 1 Feel between the back support and the user's back for gaps and/or identify areas that require positioning adjustments.

Tip: Offset the stay placement to accommodate for rotation without having to rotate the entire back support.

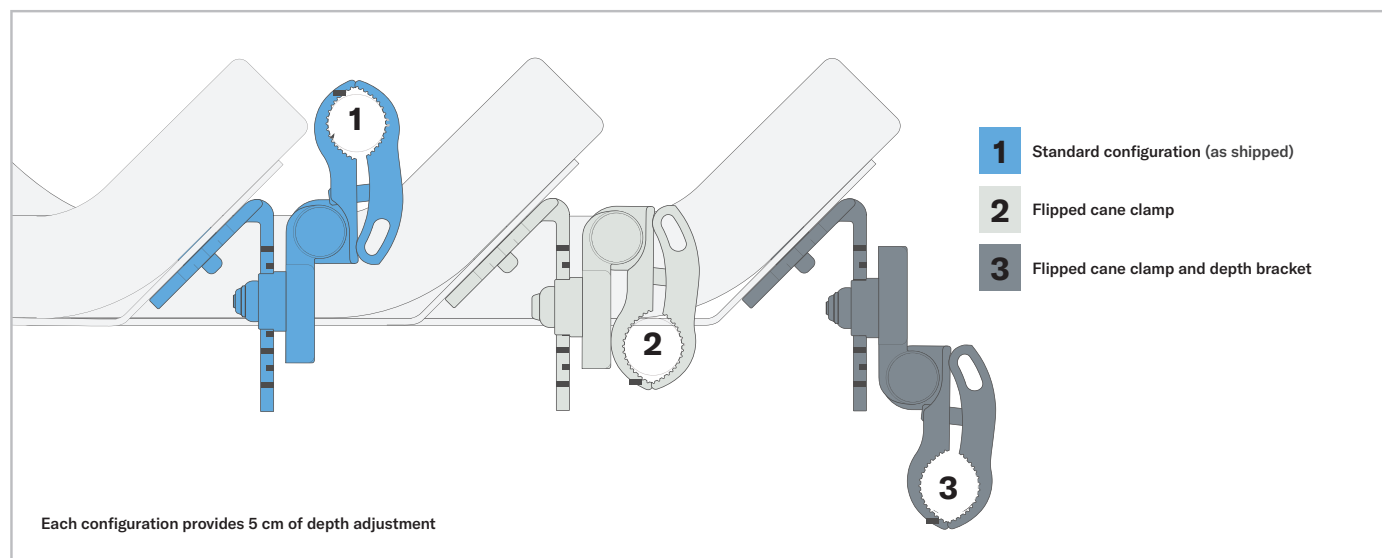
- 2 Unzip the top of the back support cover and remove the stays.
- 3 Mould the stays using your hands and a firm surface to fill in the gaps and/or provide positioning.
- 4 Reinstall the stays and have the user rest against the back support.

Tip: Make sure the bottom edge of the stay goes all the way to the bottom of the pocket and rests against the back support shell. If not, the stay will push through the shell opening and not provide the intended amount of support.

- 5 This is an iterative process; continue making adjustments until the proper support and positioning goals have been met. Close the cover.

Tip: Support stays can be remoulded for changes in condition and positioning needs over time.

Alternate Compass® 4 Configurations



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Manufactured by The Comfort Companies, LLC, New Berlin, Wisconsin

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