Personal Tilt Desk

INSTRUCTIONS FOR USE

Codes 6894 - 6897

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1.0 INTRODUCTION

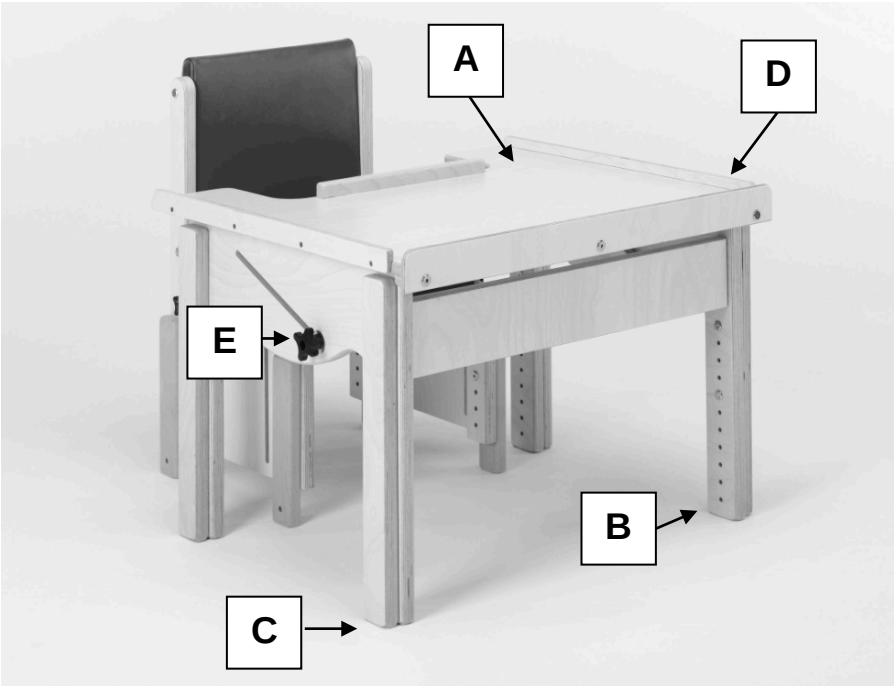
Thank you for choosing the Smirthwaite Personal Tilt Desk.

The Personal Tilt desk is packed with additional features ideal for using with a wheelchair as well as some of our specialist seating products.

	IMPORTANT!
	These instructions should be read by all therapists and carers using the equipment and should be retained for future reference. The product should always be used under adult supervision. **Any incorrect use of the product and failure to follow the instructions may put the user at risk or impede the function. If you have any queries using this product or wish for further copies, please do not hesitate to contact Customer Service department**

2.0 ILLUSTRATION OF YOUR PERSONAL TILT DESK

A. Table top
B. Leg frames
C. Leg outriggers
D. Table lipping
E. Table angle adjustment



2.1 TECHNICAL DATA

Personal Tilt Desk technical data
all dimensions in mm

Code	Size	Type	Height range	Depth	Width	Cut-out
6894	1	static	465-715	600	685	410
6895	1	mobile	540-790	600	685	410
6896	2	static	465-715	600	805	410
6897	2	mobile	540-790	600	805	410

Max weight on table 80kg

3.0 FOR YOUR SAFETY

	STOP!
	Please read these instructions CAREFULLY and THOROUGHLY

- The user should NOT be left unattended whilst using the product. Always ensure a responsible therapist or carer is in attendance.
- If you believe the product to be faulty at any time, **DO NOT USE** – contact Smirthwaite by telephone
- The therapist should be familiar with the methods of adjustment and have completed all adjustments appropriately to meet the needs of the child before use.
- The product is **ONLY** to be used indoors on a flat level surface.
- Regular maintenance checks and cleaning are essential for the safe use of this equipment (see Section 6.0 Care and Maintenance).
- Always keep this product away from naked flames, cigarettes and sources of heat including open fireplaces, radiators, heaters.
- **DO NOT** fit parts or accessories of other manufacturers to this product unless authorised to do so in writing by Smirthwaite Ltd. Failure to follow these instructions will not only invalidate the guarantee but could make the product dangerous to use. Smirthwaite Ltd will not accept liability for any injury or damage incurred through such malpractices. Any repairs required must be carried out by Smirthwaite Ltd authorised personnel.

4.0 UNPACKING YOUR PRODUCT

- Your product will be delivered assembled.
- Check all parts before use.

If you believe this product to be faulty -**DO NOT USE**-Contact Smirthwaite Ltd

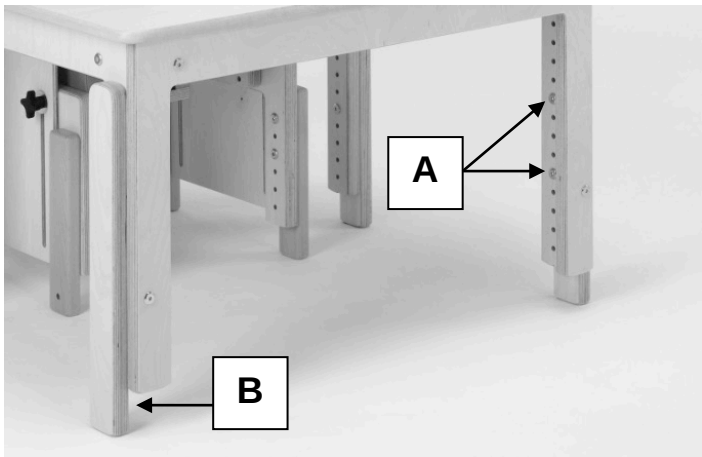
5.0 SETTING UP AND ADJUSTING YOUR PRODUCT

	STOP!
	If in any doubt, ALWAYS seek ADVICE **Always turn handwheels, levers and screws clockwise to tighten or anti-clockwise to loosen.**

5.1 TABLE HEIGHT

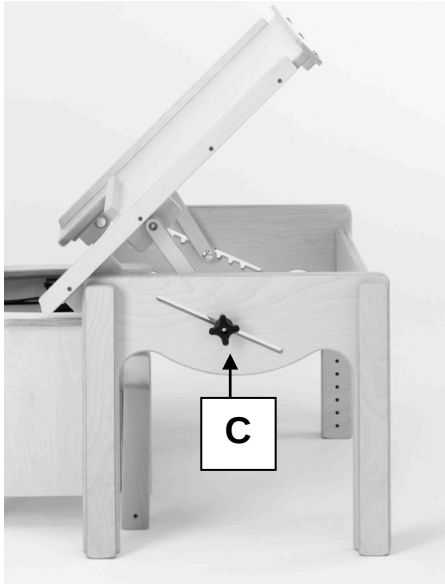
The table height can be adjusted to suit the client's needs, and to promote correct sitting posture with feet flat to the floor, wherever possible.

- Use the hexagonal key supplied to remove the screws (A) on each of the leg frames
- The leg outrigger (B) can now be positioned at the desired height setting.
- Re-insert the screws (A) and tighten.
- Repeat for the three other leg outriggers.
- Ensure the table is level before use.
- Ensure all screws are secure before use.



5.2 DESK ANGLE

- Loosen handwheels (C) on each side of the desk
- Lift the desk top to the chosen angle – a selection of preset settings is available.
- Ensure the setting is the same left to right.
- Re-tighten handwheels (C) to secure
- The work surface should be set at an angle between 10 and 20 degrees



6.0 CARE AND MAINTENANCE

	IMPORTANT!
	Cleaning is recommended on a regular basis

- Clean wooden parts with a damp cloth and mild detergent
- Stubborn marks on wood work should be cleaned by using a soft brush.
- Do not soak or immerse the product in water.
- Store the product in a cool dry place out of direct sunlight.
- DO NOT use bleach, solvents, abrasives, synthetic detergents, wax polishes, antibacterial sprays or wipes.
- For further information please refer to MHRA or your NHS cleaning guidelines.

6.1 DAILY CHECKS

- Check all parts for signs of wear and tear or damage.
- Ensure all screws are present and tightened

	STOP!
	The product should not be in use while the checks are carried out.

6.2 SERVICE INTERVAL

Birchwood desks should be serviced every 3 years. Servicing must only be undertaken by a Smirthwaite service engineer, or by a Smirthwaite trained representative.

7.0 WARRANTY & SERVICE

Smirthwaite Ltd warrants the products detailed on your order to be free from defects in materials and workmanship for a period of 2 years from date of delivery. If a fault develops during the period, please call Customer Services by email or telephone who will advise you on the best course of action. Possible action may be for us to arrange to send out one of our Service Engineers, or have the goods returned to us. Should a repair not be possible within the guarantee period we will replace the product for new or nearest equivalent product. In the unlikely event that we cannot repair or exchange we will refund in full.
This warranty is for the UK only. The warranty excludes faults due to accident, neglect, misuse, not following the Instructions and normal wear and tear. This warranty is in addition to your legal rights. Goods will only be collected from the original delivery address.
A charge may be made where the goods cannot be repaired under the terms of the warranty. You will be advised before this is made.

8.0 CONTINUOUS IMPROVEMENT

Smirthwaite Ltd are committed to continuous improvement to their product range. Should you have any suggestions or comments please send them to our product design department

Smirthwaite Ltd reserve the right to change the specification or material without prior notice.

For catalogues, help and further information on our products please contact us at:
Smirthwaite Ltd 16 Wentworth Road Heathfield, Devon.TQ12 6TL

9.0 SERVICE INSPECTION

9.1 Product Information

Model:	
Size:	
Date of Manufacture:	
Serial Number:	

9.2 Service & inspection record form:

Date	Procedure	Service Personnel