

Matrix® SHAPE INSERT

FOR USE WITH THE
Matrix MAC-HUG Back



USER MANUAL

DEALER: This manual **MUST** be given to the user of the product.

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

This manual may not be reproduced or reprinted either partly or completely without previous written consent from Motion Concepts or its statutory representatives.


This user manual is compiled from the latest specifications and product information available at the time of publication. We reserve the right to make any necessary as they become necessary. Any changes made to our products may cause slight variations between the illustrations and explanations in this manual and the product you have purchased. If you have any questions or concerns regarding the information provided in this manual, please contact our Customer Service Department for assistance.


1.0 GENERAL WARNINGS/INFORMATION

1.1 SAFETY SYMBOLS:

Proper set-up and safe use of your Matrx® Shape Insert depends on your own good judgement and common sense, as well as that of your provider, caregiver and/or health professional. The following symbols are used throughout this user manual to identify warnings, cautions and important notes. It is very important that you read and understand them completely.

 **CAUTION!** Failure to heed the cautions in this manual may result in minor injury or damage to your Matrx Seating product, or both.


 **WARNING!** Failure to heed the warnings in this manual may result in death, serious injury or damage.

 **IMPORTANT!** Important information to remember during installation, set-up and/or adjustment of your Matrx Seating product.

1.2 IMPORTANT INFORMATION FOR USERS


 **WARNING!** Risk of serious injury or damage

Improper use of this product may cause serious injury or damage. DO NOT use this product or any available optional equipment without first completely reading and understanding these instructions and any additional instructional material such as user manual, service manuals or instruction sheets supplied with this product or optional equipment. If you are unable to understand the warnings, cautions or instructions, contact a health care professional or dealer before attempting to use this equipment.

 **IMPORTANT INFORMATION:** The best way to avoid problems related to pressure injuries is to understand their causes and your role in a skin management program. Your therapist and physician should be consulted if you have questions regarding individual limitations and needs.

All back supports should be selected carefully. Working with your therapist and physician is the best way to assure that a back/cushion choice matches your individual needs. As the needs of the individual become more complex, the evaluation becomes more important. Regular evaluations should be performed to address any ongoing physical changes.

For additional product information or if you have questions regarding this or any other Matrx® product, please contact Motion Concepts® for assistance (see contact information on the back page of this manual).

 **IMPORTANT!** Please refer to the Wheelchair Owners/Operators Manual for additional safety information, warnings and cautions related to the operation of your wheelchair.

1.3 INTENDED USE

The Matrx® SHAPE is designed to be used primarily with the Matrx® MAC HUG Back, to accommodate moderate postural asymmetries. Normal use is defined by Motion Concepts as when the product is placed between the padding and rigid back shell.

2.0 SAFETY INFORMATION & WARNINGS

WARNING! Risk of Serious Injury or Damage

- The instructions in this manual should be performed by a qualified technician
- For instructions on the installation/set-up of the Matrix® MAC Back, please refer to **TRD0685, Matrix MAC Back User Manual** (provided separately)

WARNING! Risk of Death, Serious Injury, or Damage

Lighted cigarettes dropped onto an upholstered seating system can cause a fire resulting in death, serious injury or damage. Wheelchair occupants are at particular risk of death or serious injury from these fires and resulting fumes because they may not have the ability to move away from the wheelchair.

- DO NOT smoke while using your wheelchair

WARNING! Risk of Serious Injury

When establishing the final mounting position for your Matrix® MAC Back, ensure the stability of the wheelchair is not compromised. Adjusting the forward and aft position and/or angle of the backrest will alter the user's center of gravity within the wheelchair. It may be necessary to reposition the front casters, rear wheels, back angle, tilt-in-space, recline position and/or seat depth before use.

WARNING Risk of Serious Injury

Skin condition should be checked very frequently after the installation of any new seating system. Working with your therapist, physician and service provider is the best way to assure that a seating choice meets your individual needs.

WARNING! Risk of Injury or Damage

Matrix® products are specifically designed and manufactured for use in conjunction with Matrix® accessories. Accessories designed by other manufacturers have not been tested by Motion Concepts and are not recommended.

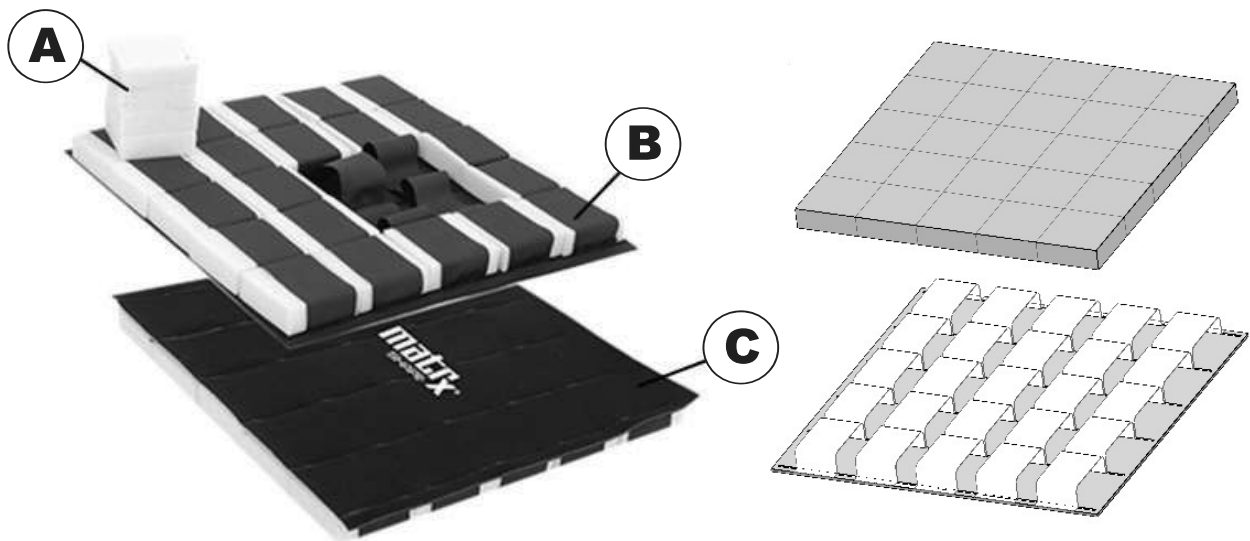
3.0 MATRX SHAPE INSERT

3.1 PRODUCT DESCRIPTION

Matrx® SHAPE Insert is a kit consisting of a fabric interface and a set of polyurethane foam blocks (**A**). The fabric interface has a grid of flexible fabric straps (**B**) to secure the foam blocks in place. The Velcro™ loop (rear) face of the fabric interface (**C**) is used to attach Matrx® SHAPE Insert to the Velcro™ hook strips on the rigid back shell*.

The fabric interface is designed to be cut to the desired shape/size without fraying. The size and position of the fabric interface as well as the numbers and layout of the foam blocks can be configured/adjusted as necessary to meet the needs of the end user.

***Note:** Matrx® SHAPE Insert **must** be secured directly onto the back shell (via the hook and loop fastener), and installed behind the back support cushion



3.2 INSTALLING THE MATRX® SHAPE INSERT (on the Matrx MAC-Hug Back)

1. Remove the Shape Insert (fabric interface and the set of foam blocks) from the packaging, and separate the individual foam blocks.
2. If necessary, carefully cut the fabric interface to the desired shape/size, to fit onto the back shell and/or to meet the specific needs of the user.
3. Install the individual foam blocks into the fabric interface, in the desired configuration, by inserting the foam pieces under the fabric straps on the front (face) of the Shape Insert.



4. Remove/Disengage the Matrix MAC-Hug Back outer cover from the back shell.
5. Install the pre-configured Shape Insert (foam and fabric interface) onto the back shell (**1**) (via the Velcro™ loop fastener on the back of the fabric interface).
6. Align the Matrix MAC Hug Back Cushion in FRONT of the Shape Insert (**2**).
7. Re-attach the Matrix MAC-Hug outer cover onto the rear of the back shell (wrapping the outer cover 'flap' over the top of the back shell (**3**)).
8. Following installation, test the Matrix SHAPE Insert with the end user seated in the wheelchair. If necessary, reposition the fabric interface and/or repeat steps 3-7 to modify the foam block layout.

! WARNING! Risk of Injury or Damage

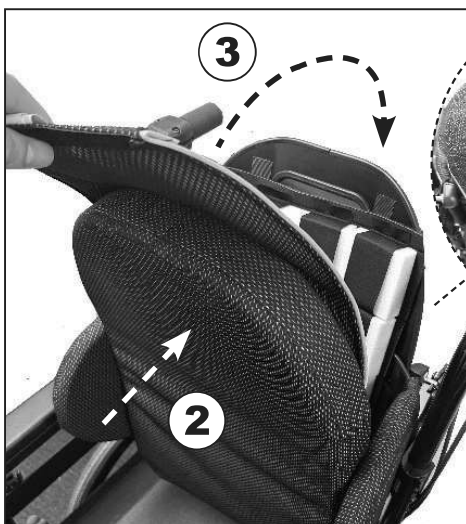
- Matrix SHAPE Insert is NOT a suitable replacement for a back support cushion. NEVER use the Shape Insert on its own, without a Back Support Cushion in place.
- The Matrix SHAPE Insert MUST be positioned BEHIND the existing back support cushion (e.g. Matrix Mac-Hug Cushion), NEVER in front- see images below.



MATRIX SHAPE INSERT INSTALLATION WITH A MATRIX MAC-HUG BACK:



**MAC-Hug
Back Cushion**



REAR VIEW



4.0 CARE AND MAINTENANCE

4.1 INSPECTION AND MAINTENANCE

Frequent visual inspection of all components should be performed to identify deformation, wear and tear or compression. Replace damaged/worn components if necessary.

WARNING! Risk of injury or damage

- Do not continue to use this product if problems or damage are discovered;
- Corrective maintenance can be performed by or arranged thru your local service provider

Weekly: Inspect **ALL** fasteners weekly to ensure that mechanical connections and attaching hardware are tightened securely.

Monthly: Perform a visual inspection of parts including hardware, brackets, upholstery materials, foam, and plastics for deformation, corrosion, breakage, wear or compression. Replace damaged/worn components if necessary.

4.2 CLEANING AND DISINFECTION OF THE MATRX SHAPE INSERT

 **PLEASE NOTE:** Foam blocks develop a yellow tinge over time if exposed to air. The color of the foam is NOT an indicator of the cleanliness of the product.

WARNING! Risk of injury or damage

To avoid infectious exposure, inspect cushion thoroughly and properly clean and disinfect any fabrics soiled with blood or other bodily fluids.

- DO NOT continue to use foam blocks if they are soiled. Discard any soiled foam blocks in accordance with local government regulation regarding medical waste

CAUTION! Risk of damage

- DO NOT launder the Matrix Shape insert. If the insert gets exposed to liquids, remove it from the backrest, separate foam blocks and the fabric interface and air dry all components.
- Adequate drying is a crucial factor in the care and maintenance of the Matrix® SHAPE Insert and the back support. All components should be dried completely prior to reinstallation.

CAUTION! Risk of damage

- DO NOT use cleaning and disinfecting agents with abrasive, staining, or polymer-damaging properties such as phenols, alcohols, or bleaches. Chlorine solutions used even in low concentrations on a regular basis can diminish the life of the cover/fabric
- NEVER use disinfectant agents or wipes to clean the Foam blocks.
- Chosen cleaning agents and disinfectants must be compatible with one another in order to effectively protect the materials on which they are applied.
- Keep clear of open heat sources during cleaning.

4.2.1 General Cleaning:

The Matrx® Shape Insert can be wiped with a damp absorbent towel, cloth, or paper towel. Remove all gross contamination from surface (i.e. food particles, urine, feces, blood). Spot-clean with mild soap and water. Ensure ALL components are completely dried prior to reinstallation.

4.2.2 Cleaning and Disinfection Instructions

PRIOR to disinfecting the Matrx® SHAPE Insert, please read the **Important Disinfection Information** provided below.

1. Remove the Matrx® Shape Insert from the back support and inspect thoroughly.
2. Remove all Foam blocks PRIOR to disinfecting the Shape Insert.
3. Discard any soiled foam blocks in accordance with local government regulation regarding medical waste
4. Clean and disinfect the FRONT surface of the Shape Insert with ready-to-use disinfecting wipes 3M, Virox Accel TB, Accel Prevention, PREempt, OPTIM 33 TB, or other wipes with similar formulations.

i IMPORTANT DISINFECTION INFORMATION

- DO NOT cleaned foam block with disinfectant wipes.
- Prior to disinfecting, remove all gross contamination using an absorbent material (cloth or paper towel).
- Ensure the front face of the fabric interface is clean by wiping with one of 2-in-1 cleaning and disinfecting wipes mentioned above. DO NOT wipe the rear face of the interface.
- To disinfect, wipe the same surface with the ready-to-use disinfecting wipe again.
- Avoid oversaturating the product with the disinfectant and ensure the disinfectant is distributed equally.
- Wipe dry after recommended dwell time (refer to each disinfecting products manufacturing instructions). It is best practice to wipe the surface with a damp cloth, mild soap, and finally a damp cloth no matter what disinfectant is used.
- Allow product to fully dry before reinstallation.

5.0 AFTER USE

5.1 STORAGE

CAUTION! Risk of Damage

- Store product inside a protective cover whenever possible, in a clean, dry environment away from any sharp edges.
- DO NOT store other items on top of this product,
- DO NOT store this product next to radiators or other heating devices.
- Protect the product from direct sunlight.

5.2 REUSE/RECYCLING

This product is suitable for re-use. The Matrix® Shape Insert (fabric and foam), must be inspected by a qualified dealer or healthcare professional before re-use.

⚠ WARNING! Risk of Injury

- Always have an authorized dealer inspect the product for damage or wear PRIOR to transferring the product to a different user.
- If any damage is found, DO NOT RE-USE this product. Failure to heed these warnings may result in severe injury.
- PRIOR to reuse, clean and disinfect the product thoroughly, per section **4.2.2 Cleaning and Disinfection**, and in accordance with local government regulations.

5.3 DISPOSAL

The disposal and recycling of used devices and packaging must comply with the applicable local legal regulations.

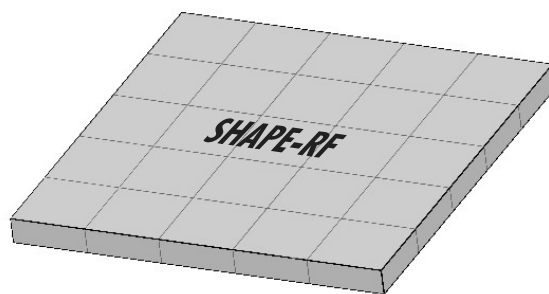
Ensure that the product is cleaned prior to disposal to avoid any risk of contamination.

REPLACEMENT FOAM FOR THE MATRIX SHAPE INSERT (**SHAPE-RF**)

Replacement Foam sheets for the Matrix Shape Insert are available for purchase, if required. (1 sheet = 25 pre-cut blocks). Please contact your local service provider or Motion Concepts Customer Service Department for assistance.

USA: 1-888-433-6818

CAN: 1-866-748-7943



6.0 WARRANTY INFORMATION

WARRANTY

PLEASE NOTE: THE WARRANTY BELOW HAS BEEN DRAFTED TO COMPLY WITH FEDERAL LAW APPLICABLE TO PRODUCTS MANUFACTURED AFTER JULY 4, 1975.

This warranty is extended only to the original purchaser/user of our products. This warranty gives you specific legal rights and you may also have other legal rights which vary from state to state. Invacare/ Motion Concepts warrants this product to be free from defects in materials and workmanship for two years of use by original purchaser. This warranty does not apply to punctures, tears or burns, nor to the removable cushion cover. If within such warranty period any such product shall be proven to be defective, such product shall be repaired or replaced, at Invacare's/Motion Concepts' option, with refurbished or new parts. This warranty does not include any labor or shipping charges incurred in replacement part installation or repair of any such product. Product repairs shall not extend this warranty- coverage for repaired product shall end when this limited warranty terminates. Invacare's/Motion Concepts' sole obligation and your exclusive remedy under this warranty shall be limited to such repair and/or replacement. For warranty service, please contact the dealer from whom you purchased your Invacare/ Motion Concepts product. In the event you do not receive satisfactory warranty service, please write directly to Invacare/Motion Concepts at the address on the back cover. Provide dealer's name, address, model number, the date of purchase, indicate nature of the defect and, if the product is serialized, indicate the serial number.

Invacare Corporation/Motion Concepts will issue a return authorization. The defective unit or parts must be returned for warranty inspection using the serial number, when applicable, as identification within thirty (30) days of return authorization date.

DO NOT return products to our factory without our prior consent. C.O.D. shipments will be refused; please prepay shipping charges.

LIMITATIONS AND EXCLUSIONS: THE WARRANTY SHALL NOT APPLY TO PROBLEMS ARISING FROM NORMAL WEAR OR FAILURE TO ADHERE TO THE ENCLOSED INSTRUCTIONS. IN ADDITION, THE FOREGOING WARRANTY SHALL NOT APPLY TO SERIAL NUMBERED PRODUCTS IF THE SERIAL NUMBER HAS BEEN REMOVED OR DEFACED; PRODUCTS SUBJECTED TO NEGLIGENCE, ACCIDENT, IMPROPER OPERATION, MAINTENANCE OR STORAGE; OR PRODUCTS MODIFIED WITHOUT INVACARE'S/MOTION CONCEPTS' EXPRESS WRITTEN CONSENT INCLUDING, BUT NOT LIMITED TO: MODIFICATION THROUGH THE USE OF UNAUTHORIZED PARTS OR ATTACHMENTS: PRODUCTS DAMAGED BY REASON OF REPAIRS MADE TO ANY COMPONENT WITHOUT THE SPECIFIC CONSENT OF INVACARE/MOTION CONCEPTS; PRODUCTS DAMAGED BY CIRCUMSTANCES BEYOND INVACARE'S/MOTION CONCEPTS' CONTROL; PRODUCTS REPAIRED BY ANYONE OTHER THAN AN INVACARE/MOTION CONCEPTS DEALER, SUCH EVALUATION SHALL BE SOLELY DETERMINED BY INVACARE/MOTION CONCEPTS.

THE FOREGOING WARRANTY IS EXCLUSIVE AND IN LIEU OF ALL OTHER EXPRESS WARRANTIES, IF ANY, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. IT SHALL NOT EXTEND BEYOND THE DURATION OF THE EXPRESSED WARRANTY PROVIDED HEREIN AND THE REMEDY FOR VIOLATIONS OF ANY IMPLIED WARRANTY SHALL BE LIMITED TO REPAIR OR REPLACEMENT OF THE DEFECTIVE PRODUCT PURSUANT TO THE TERMS CONTAINED HEREIN. INVACARE/MOTION CONCEPTS SHALL NOT BE LIABLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES WHATSOEVER. THIS WARRANTY SHALL BE EXTENDED TO COMPLY WITH STATE/PROVINCIAL LAWS AND REQUIREMENTS.



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