



# 7000 Series Wheelchair User Guide

*For models: 7160L, 7180L, 7200L*



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THE NOVA PROMISE

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# User Guide

## NOVA Steel Wheelchairs

### 7000 Series

OWNER

YOU MUST READ THIS MANUAL BEFORE USING THIS PRODUCT

DEALER

YOU MUST SUPPLY THE OWNER WITH THIS MANUAL

## WARNINGS

ALWAYS ensure that all grips and textured surfaces are secure before pushing, pulling, or placing weight on such surfaces.

ALWAYS perform the initial product inspection and all follow-up inspections before using the product.

DO NOT sit on product unless the product is fully open and in its normal usable position.

DO NOT use on ramps or operate the product on inclines greater than 9 degrees of slope.

DO NOT operate on moving walkways, escalators, roads, streets, or highways (Use extreme caution when operating product in crowded areas or outdoors).

DO NOT operate product in bad weather or when ground conditions may impair traction, such as ground with water, oil, ice, gravel, or any other slippery or unstable substance.

DO NOT attempt to cross curbs, bumps, trenches, or other uneven surfaces. Doing so may tip over the product. Operate product only on smooth well-maintained surfaces.

DO NOT attempt to reach objects while using product as this requires you to move your weight, and can cause the product to tip over.

DO NOT reach for objects, as this requires you to move your weight, and can cause the product to tip over.

DO NOT pick up objects from the floor, as this requires you to move your weight, and can cause the product to tip over.

DO NOT tilt the wheelchair while occupied.

DO NOT use the attempt to stop a moving product by engaging the brakes.

DO NOT attempt to lift the product by lifting any removable part or surface.

DO NOT stand on the product, the product frame, or any other part of the product.

DO NOT use the footrests as a platform. When attempting to enter or exit the product, ensure that the footrests are in the upward, unusable position.

DO NOT carry heavy weight while occupying the product. The product is not designed for additional weight, and is not balanced to accommodate additional weight.

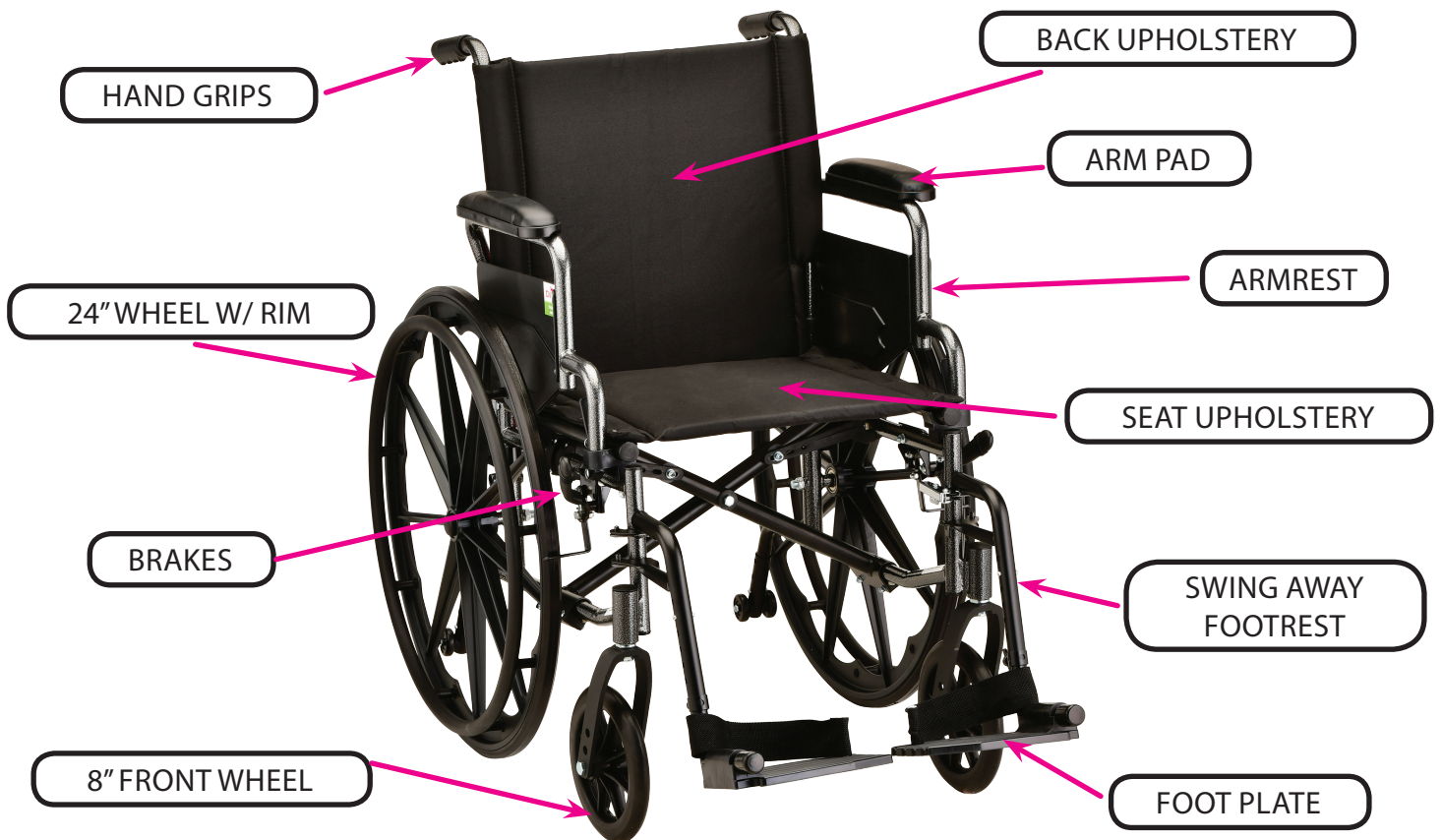
DO NOT lift weights or exercise while occupying the product.

DO NOT use this product without first reading and understanding this manual.

DO NOT use this equipment without first reading and understanding NOVA's terms.

If you are unable to understand the CAUTIONS, TERMS AND CONDITIONS, AND INSTRUCTIONS, then contact a healthcare professional, dealer, lawyer, or a qualified technician before attempting to use this product - OTHERWISE INJURY OR DAMAGE MAY RESULT. By using or continuing to use this product, YOU ARE AGREEING TO THE NOVA TERMS AND CONDITIONS detailed at [www.novajoy.com](http://www.novajoy.com).

## COMMON PART LOCATIONS



## OPERATING INSTRUCTIONS

### SERVICE

All service must be performed while the wheelchair is unoccupied.

Minor adjustments may be attempted by an able-bodied individual. All minor adjustments that one should attempt are detailed in the manual. Do not attempt any adjustment or repair without reading and understanding the instructions in this manual. Do not attempt any adjustment or repair that is not detailed in this manual. Any adjustment or repair not detailed in this manual should only be performed by a dealer or licensed technician.

Individuals with muscular or balance problems should not attempt to make adjustments to the product, and are advised to seek assistance.

After any adjustment, and before using the product, ensure that all attaching hardware, including without limitation all grips, screws, nuts, bolts, clamps, fasteners, and parts are tight and secure.

DO NOT use parts, accessories, or adapters other than those manufactured by NOVA Medical Products, Inc, which are designed specifically for this product.

# SAFETY INSPECTION - MAINTENANCE

Your product is a precision product - proper care will ensure proper function. Regular cleaning will reveal loose or worn parts. DO NOT over tighten parts or hardware, as doing so can damage the frame. DO NOT operate the product if there are any missing parts or hardware. You should have a dealer or qualified professional perform maintenance on your product at least once every six months, or immediately if you notice any item needing service. Frequent use likely means that your product will require more maintenance than we suggest. In anticipation of and after any excessive use, we recommend that you perform a complete safety inspection including all items.

ITEM	INSPECT ITEM	INITIAL	WEEKLY	MONTHLY	6 MONTHS
GENERAL	Wheelchair should roll straight, doesn't feel "tight" or pull to one side	X	X		
	Inspect for loose, missing, or broken hardware in all locations	X		X	
	Inspect cane hand grips for wear, looseness, or deterioration	X			X
FRAME	Inspect for bent frame	X		X	
	Inspect weld points for cracks, chips, or loose material	X			X
CROSS-BRACES	Inspect for bent cross-braces	X		X	
	Inspect weld points for cracks, chips, or loose material	X			X
BRAKES	Ensure brakes do not interfere with wheels when rolling	X	X		
	Pivot points free of wear and looseness	X		X	
	Brakes are easy to engage, and engage fully	X	X		
	Brakes prevent wheelchair from moving when engaged.	X	X		
SEAT AND BACK	Inspect upholstery for rips or sagging	X			X
	Inspect for loose or broken hardware	X		X	
WHEELS	Lift, spin, and check for side movement, rubbing, or binding	X		X	
	Inspect for correct and equal pressure	X			
	Inspect for cracks and wear (hubs and rims)	X		X	
	Inspect for cracked or broken spokes	X			X
HAND RIMS	Inspect for signs of rough edges or peeling	X		X	
FRONT FORKS	Inspect wheel/fork assembly for proper tension by spinning caster. Caster should come to a gradual stop, and not bind or grind	X		X	
	Adjust bearing system if wheel wobbles noticeably or binds to a stop	X		X	
	Ensure wheel bearings are clean and free of debris	X			X
	Check swivel fork locknuts for tightness	X		X	
CLEANING	Clean upholstery and arm rests	X	X		

# PROPER USE

## OPENING YOUR CHAIR

Tilt wheelchair to one side and push down on the seat rail until fully opened.

## CLOSING YOUR CHAIR

Fold footrests to the closed/vertical position. Tilt product to one side and lift up on seat rail until fully closed

## ENTERING AND EXITING PRODUCT

Ensure that there is as little space as possible between the occupant and product when attempting to enter or exit the product. ALWAYS ensure that the brakes are engaged when entering and exiting product. When attempting to enter or exit the product, ensure that the footrests are in the upward, unusable position.

## MOVING THE PRODUCT

ALWAYS use the wheel hand rims for self-propulsion. If your product does not have hand rims, then have someone assist you by pushing the product using the push handles design for that use.

## REMOVING ARMREST

Remove arms by depressing push button and lifting arms out of front and rear sockets.

# FOOTREST ASSEMBLY

## INSTALLING FOOTREST

- 1 - Hold the footrest assembly in position as if it were in ready for use.
- 2 - Turn the front footrest assembly to the side (so that open foot plate, which was perpendicular to the wheel, is now parallel with the wheel).
- 3 - Slightly raise the assembly and place the hinge plates on the front footrest assembly onto the hinge pins on the product frame.
- 4 - Rotate the footrest assembly inward, toward the inside of the wheelchair until it locks into place (so that the foot plate is perpendicular with the wheel).
- 5 - Repeat for other footrest assembly.

## REMOVING FOOTREST

- 1 - Pull the release lever inward.
- 2 - Rotate the front footrest assembly to the side (so that open foot plate, which was perpendicular to the wheel, is now parallel with the wheel).
- 3 - Slightly lift the footrest assembly so that it comes off the hinge pins.

## ADJUSTING FOOTREST HEIGHT

- 1 - LOOSEN the tension screw behind the footrest
- 2 - PRESS the footrest release push buttons and adjust to your desired setting
- 3 - Ensure that the footrest release buttons re-engage (push-buttons click in place).
- 4 - TIGHTEN the tension screw

# ARMRESTS

## TO FLIP BACK ARMS

Depress the plastic lever located on the inside of the front of the armrests and pull the arm up until it is behind the back upholstery

## TO FLIP DOWN ARMS

Push armrests and arm should automatically lock into place. Test by pulling up on the arm to make sure it is secure.

# SEAT

DO NOT ATTEMPT – Please see a dealer or qualified technician.

Any adjustment in your product seat can affect the stability of your product. We HIGHLY recommend that you have a dealer or licensed technician adjust your seat height to ensure that your adjustments are safe given your condition, and your product. Seat adjustments affect other parts of your product, including without limitation, the adjustment of your anti-tipping supports, the necessary size and position of your forks, the necessary size and position of your rear wheels, and the size and position of safety devices, such as straps, locks, etc.

If you raise your seat height YOU MUST purchase proper anti-tipping supports. If your product came with anti-tipping supports, then they are not likely to work with your new seat adjustment, and you must buy new, proper supports

## REPLACING SEAT & BACK UPHOLSTERY

1 - Remove the Phillips screws and washers, replace upholstery, and reattach screws

# WHEELS

## REPLACING WHEELS

DO NOT ATTEMPT – Please see a dealer or qualified technician.

## REMOVING AND REPLACING REAR WHEELS

- 1 - Remove dust cap (if any).
- 2 - Remove attachment bolt and related hardware (washer, spacers) that hold the wheel in place.
- 3 - If replacing wheel, reverse above steps, and then continue with step 4.
- 4 - Tighten attachment bolt with torque wrench, to 40 ft.-lbs.
- 5 - Adjust brakes to ensure proper brake function.
- 6 - Rotate (or spin wheel) to ensure proper fitting and alignment. Wheel should not wobble, grind, or catch.

## REPLACING HAND RIM

- 1 - Remove the rear wheel from the wheelchair before attempting to replace hand rim. If needed, see Removing and Replacing Rear Wheels above.
- 2 - Remove the mounting screws and washers that secure the hand rim to the rear wheel, and remove the hand rim.
- 3 - Align new hand rim so that the holes in hand rim line up with the holes in the rim,

and replace mounting screws and washers.

### REMOVING AND REPLACING FRONT WHEEL

DO NOT change wheel sizes. Your product is design for a specific size wheel, and your forks will not safely accommodate larger or smaller wheels.

- 1 - Remove axle bolt and hardware (washer, locknut, spacer, etc).
- 2 - Remove old wheel.
- 3 - Line up new wheel to ensure that you use same fork holes as the old wheel used.
- 4 - Replace axle bolt and hardware (washer, locknut, spacer, etc).
- 5 - Rotate (or spin wheel) to ensure proper fitting and alignment. Wheel should not wobble, grind, or catch.

## BRAKES

### ADJUSTING BRAKES

DO NOT operate brakes while the product is moving. DO NOT attempt to stop the product using brakes (these brakes are NOT designed to withstand the force required).

- 1 - Disengage brakes.
- 2 - Loosen the bolt and locknut that secure the brake to the frame.
- 3 - Reposition the brake so that if it were engaged, it would press against the wheel and depress it 1/8 inch.
- 4 - Securely tighten the bolt and locknut attaching the brake to the frame.
- 5 - Engage brake and test to ensure that product does not move, and wheel does not turn, when pushed.
- 6 - If product moves with brake engaged, then repeat above steps and slightly increase the amount that brake depresses wheel when engaged.

## ANTI-TIPPING SUPPORTS

We recommend that you use anti-tipping supports to enhance the safety of your product. If your product did not come with anti-tipping supports, and safety is your concern, then consider purchasing this additional item.

### INSTALLING ANTI-TIPPING SUPPORTS

Specific anti-tipping supports are only useful with certain seat angles and heights. If you cannot properly adjust the anti-tipping supports given your seat angle or seat height, then DO NOT use product - contact a dealer or technician.

- 1 - Remove the rear frame tube cap
- 2 - PRESS the adjustment push button on the anti-tipping support.
- 3 - Insert anti-tipping support into the tube (wheel facing downward, toward the floor) until the push button locks into place
- 4 - Place the product upright on a flat surface.
- 5 - Anti-tipping supports should be 1 to 2 inches off floor, or they must be adjusted to this height.

