



ASAP

Adjustable Seating & Positioning

Seat Adjustment Guide

WARNING

This ASAP Seat Adjustment Guide is only intended as a quick set-up reference tool. Refer to the chair base "User Instruction Manual & Warranty" for important instructions and guidelines pertaining to the safe operation of the ASAP seating system.

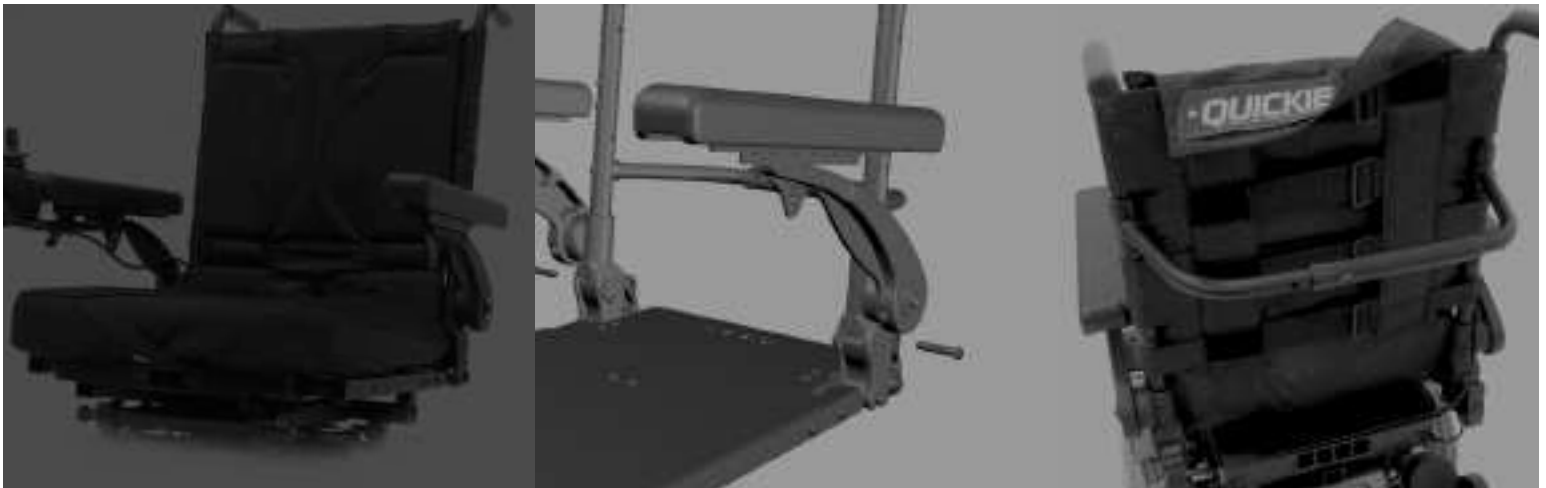


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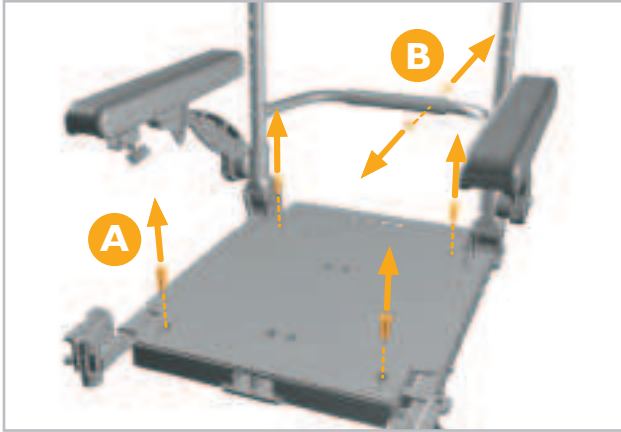
Required Tools

- Posi-drive Screwdriver Type 2 (standard Philipshead will also work)
- Torque wrench (up to 177 in/lbs of torque)
- 6 mm Allen hex key
- 5 mm Allen hex key
- 4 mm Allen hex key
- 10 mm wrench

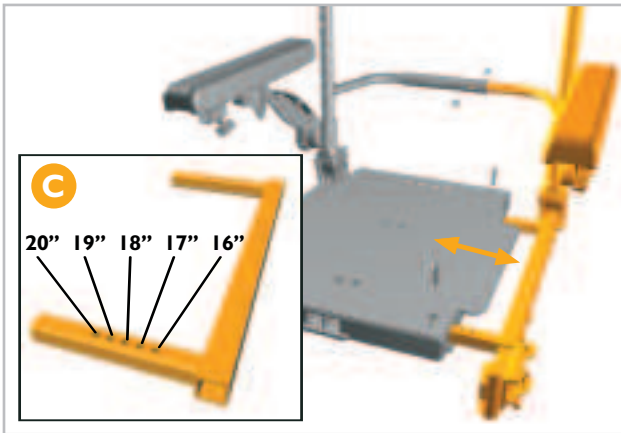


Seat Width Adjustment

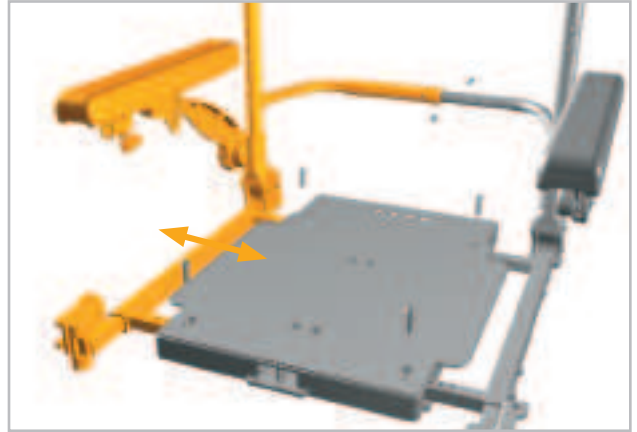
1. Remove the 5mm width-adjustment bolts (A) and the 4mm towel bar adjustment bolt (B).



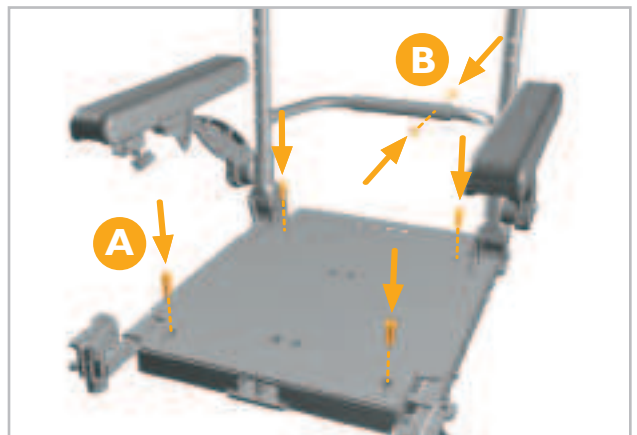
2. Move the left side seat rail, armrest, and backrest assembly to the desired position. See seat width position settings (C).



3. Move the right side seat rail, armrest, and backrest assembly to the desired position. Replicate position settings used for the left side.



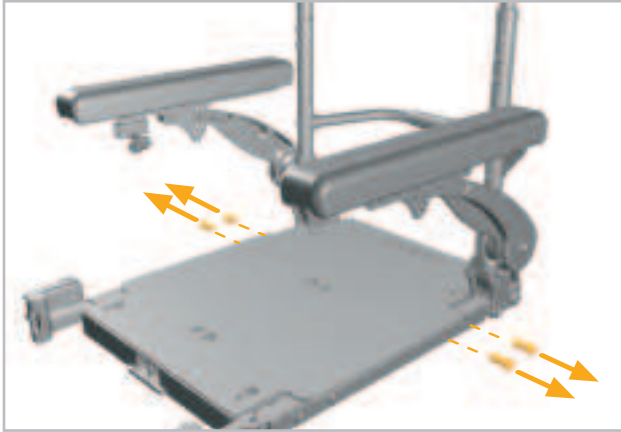
4. Replace the width adjustment bolts (A) and the towel bar adjustment bolt (B). (Use 10 N/m or 88.5 in/lb of torque for A and B.)



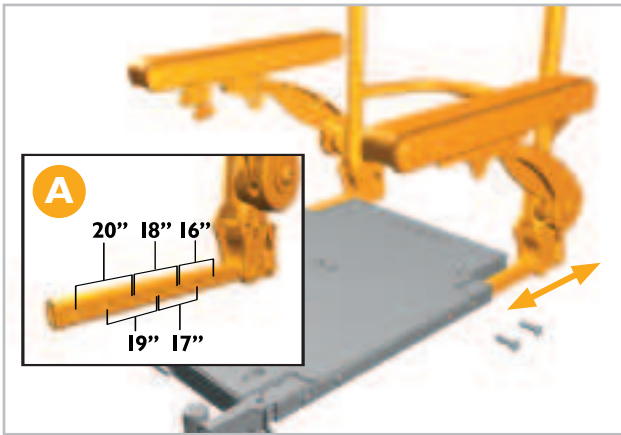
Seat Depth & Hanger Depth Adjustment

Seat Depth Adjustment

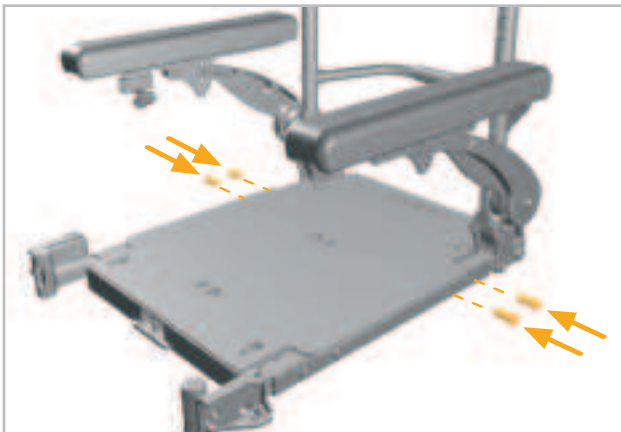
1. Remove the 5mm depth adjustment bolts from both sides of the seat.



2. Slide the rear backrest and armrests into the desired seat depth position. Reference seat depth position patterns (A).

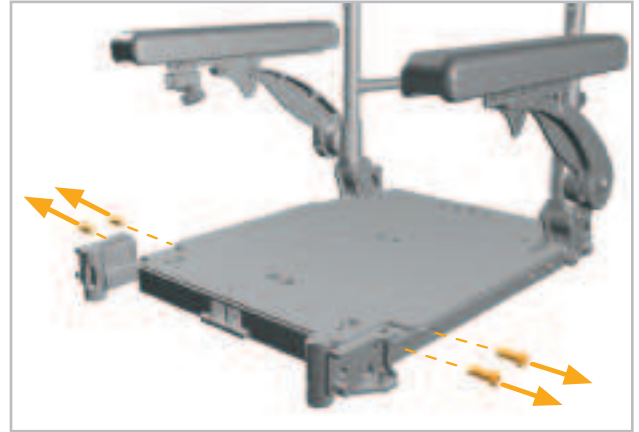


3. Replace both sets of depth adjustment bolts. (Use 20 N/m or 177 in/lb of torque.)

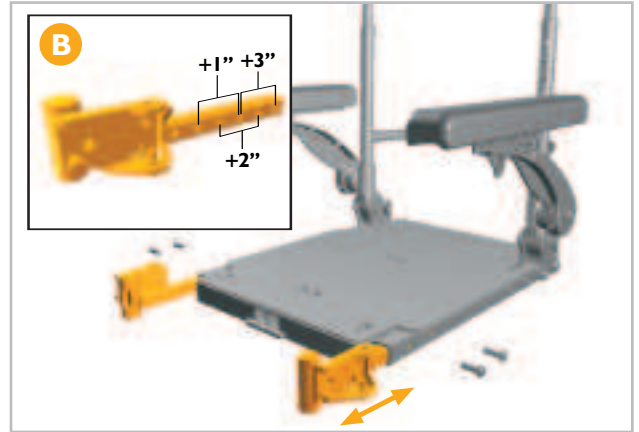


Hanger Depth Adjustment

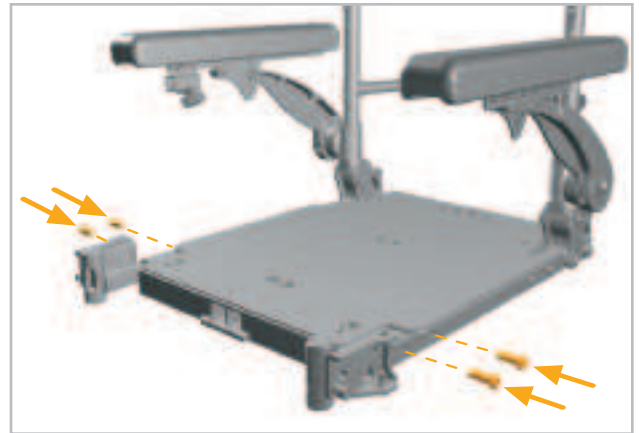
1. Remove both sets of 5mm hanger depth adjustment bolts.



2. Slide both hanger receivers to the desired location. See bolt pattern seat depth position settings (B).



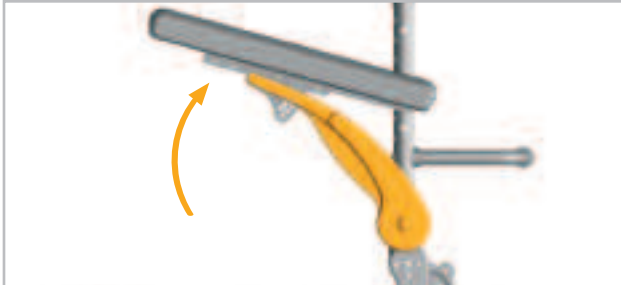
3. Replace both sets of depth adjustment bolts. (Use 20 N/m or 177 in/lb of torque.)



Armrest Adjustment

The following section outlines armrest height adjustment. In the case of either fine or gross adjustment, it is a two-part process:

PART I: ARMREST HEIGHT ADJUSTMENT through rotation
(Numbers 1-8 in the following pages).



PART II: ARMPAD ANGLE ADJUSTMENT
(Numbers 9-13 in the following pages).

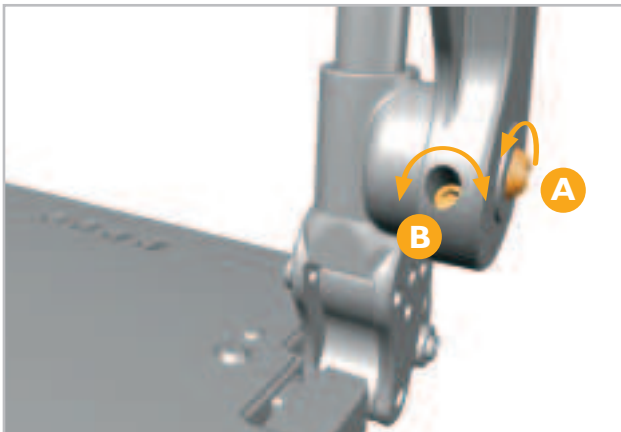


PART 1: ARMREST HEIGHT ADJUSTMENT

1. Basic fine adjustment (up to one inch) of the armrest height can be achieved using the 5mm fine height adjustment screw (B). To fine tune the armrest's height:
 - First loosen the 6mm rotation bolts on both armrests (A).
 - Turn the adjustment screws (B) counter-clockwise to raise the armrest or clockwise to lower.
 - Retighten both rotation bolts (A).
(Use 20 N/m or 177 in/lb of torque.)Refer to Number 9 for armpad realignment if desired armrest height is achieved.

NOTE- The fine-tune adjustment screws provide up to one inch of armrest height adjustment. For more than one inch of height adjustment, continue to Number 2. Each armrest can also be adjusted independently for individuals who require an asymmetrical configuration.

NOTE- The factory preset is 10" from the seat pan to the top of the armpads.



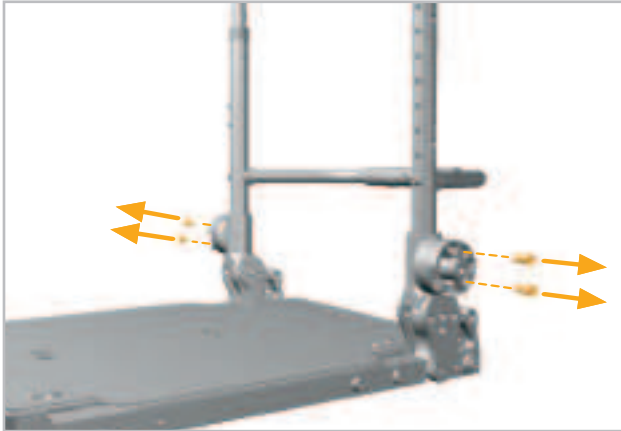
2. To achieve more than one inch of adjustment, remove the 6mm armrest rotation bolts on both sides of the ASAP seat.



3. Remove both armrest assemblies.



4. Remove both sets of 4mm armrest adjustment ring bolts.



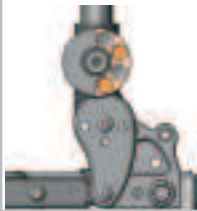
5. Rotate the armrest height adjustment rings to match the desired height designated in the Configuration Chart.



Position A

Position B

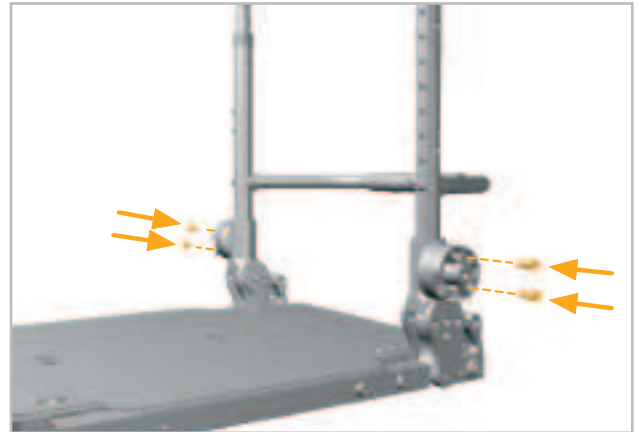
Position C



Configuration Chart

Backrest Angle (Degree)	Armrest Height Range (Inches)	Setting Ring Position
-4	12 - 10	A
-4	9.9 - 9	B
0	12 - 10	A
0	9.9 - 9	B
4	12 - 10.5	A
4	11 - 9	B
8	12 - 9	B
12	12 - 9	B
12	9.75 - 9	C
16	12 - 10	B
16	10.25 - 9	C

6. Replace both sets of armrest adjustment ring bolts according to the configuration chart. (Use 10 N/m or 88.5in/lb of torque.)



7. Replace both armrest assemblies.

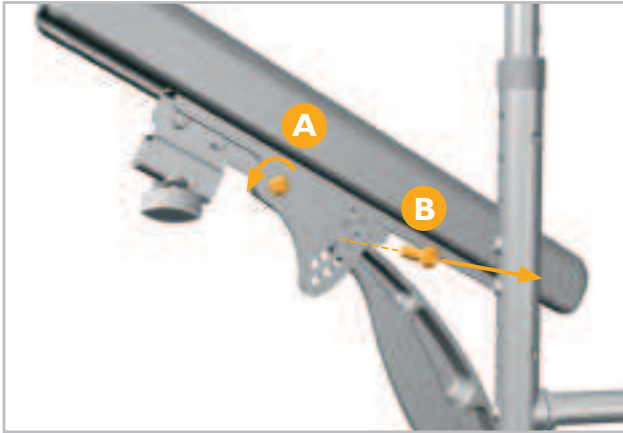


8. Replace the armrest pivot bolts on both sides of the seat. Do not tighten completely.

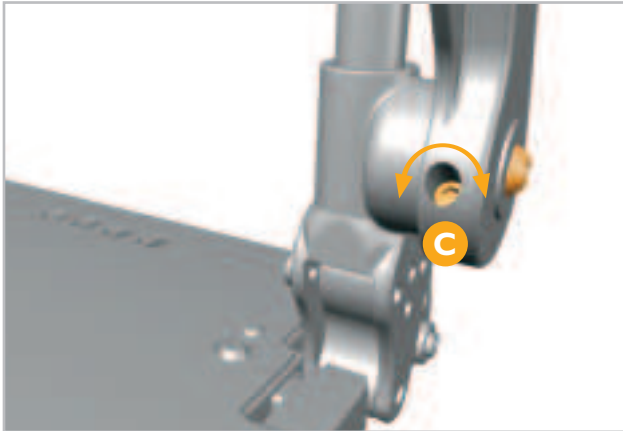


PART II: ARMPAD ANGLE ADJUSTMENT

9. Loosen the 4mm armpad angle pivot bolts (A) on both armrests. Remove the 4mm angle index bolts (B) on both armrests.



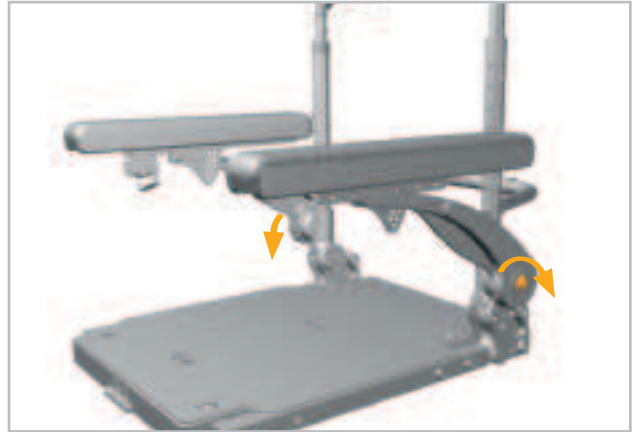
10. Use the 5mm fine height adjustment screw (C) to finish fine tuning the height. Turn counter-clockwise to increase height or clockwise to lower.



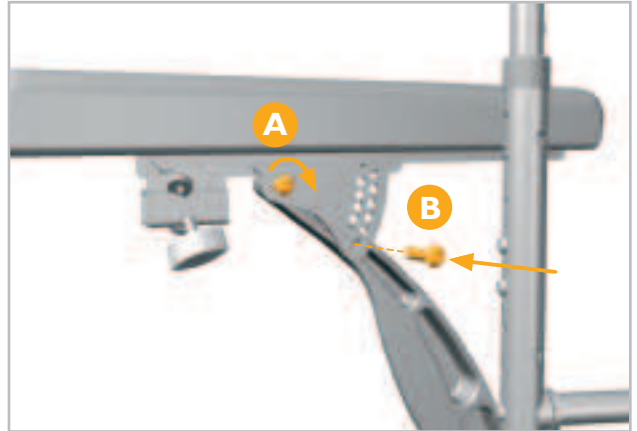
11. Tilt both armpads down (or up in the case of a lowered armrest) until the armpads are in the preferred angle. Check to see if the height is correct. (Refer to Number 10 for further height adjustment.)



12. Retighten both armrest pivot bolts. (Use 20 N/m or 177 in/lb of torque.)



13. Retighten both armpad angle pivot bolts (A). Replace both armpad angle index bolts (B). (Use 10 N/m or 88.5 in/lb of torque for both sets of bolts.)

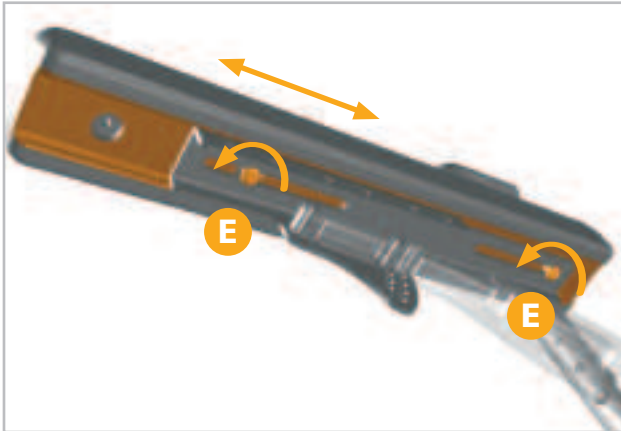


Armpad Position Adjustment

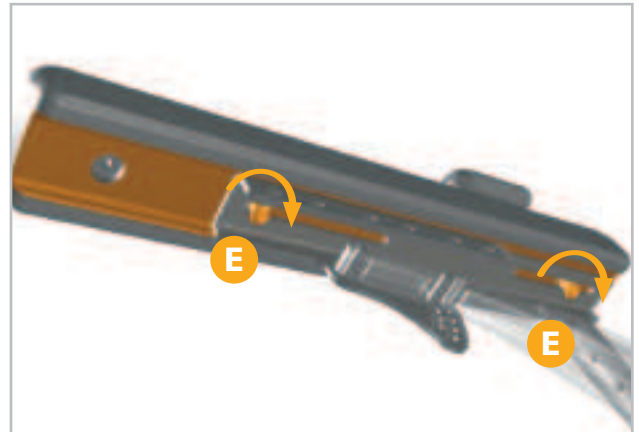
Armpad Position Adjustment

1. Fine armpad position adjustments (one to two inches) are possible by loosening the 4mm armpad adjustment bolts (E) and sliding the armpad forward or backward as required. Access to the rear adjustment bolt may require pivoting the armpad. (See step 9 on page 7.)

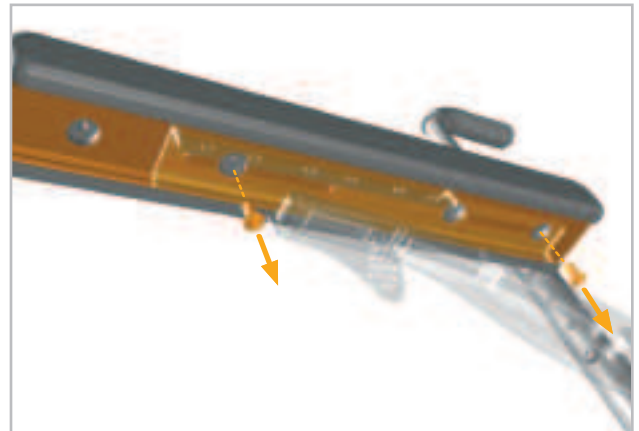
NOTE- If more than one to two inches of adjustment is required, refer to chart below and continue to Number 3.



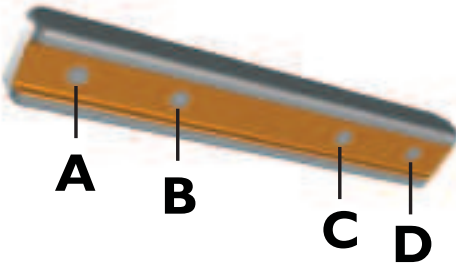
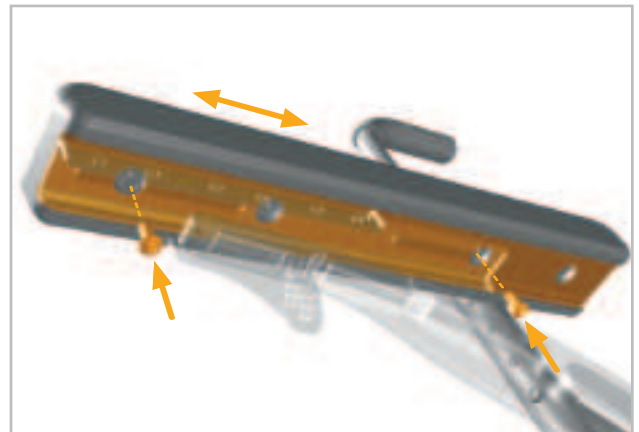
2. Retighten both adjustment bolts (E). (Use 10 N/m or 88.5 in/lb of torque.)



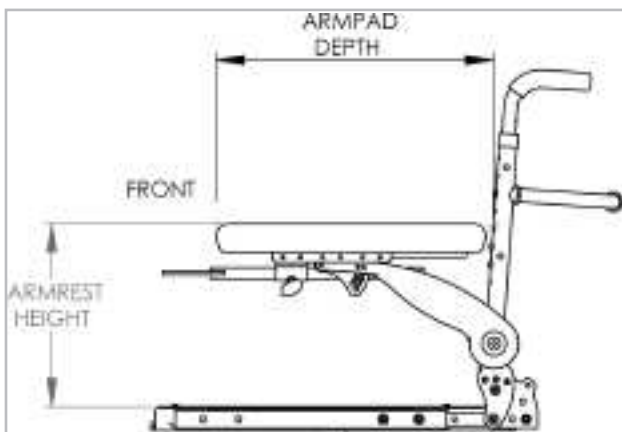
3. For larger adjustments, remove both sets of armpad adjustment bolts.



4. Slide both armpads to the next set of attachment holes (refer to the chart). Retighten both sets of armpad adjustment bolts. (Use 10 N/m or 88.5 in/lb of torque.)



Armpad Depth (Inches)	Armrest Height Range (Inches)	Armpad Setting Position
12	12 - 9	A & C
13	12 - 9	A & C
14	12 - 9	B & C
15	12 - 9	B & C
16	12 - 9	B & D

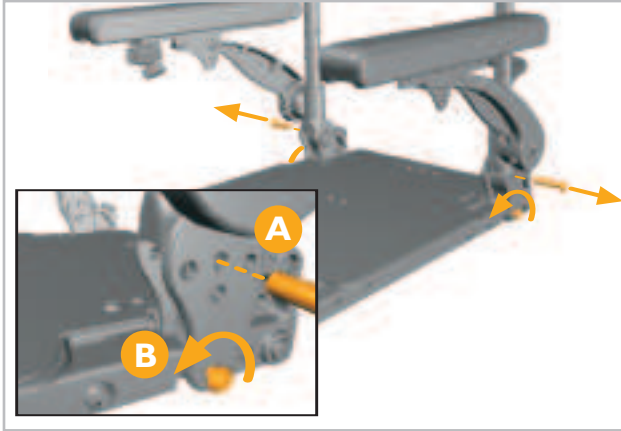


Backrest Angle Adjustment

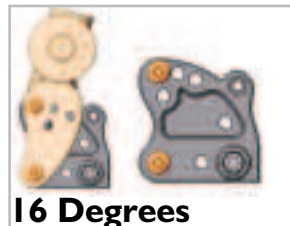
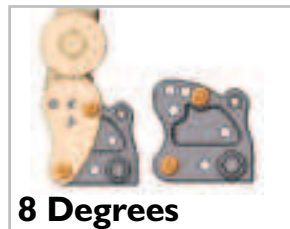
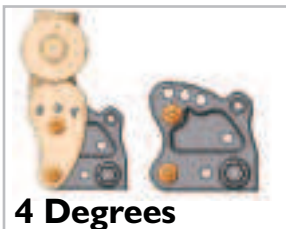
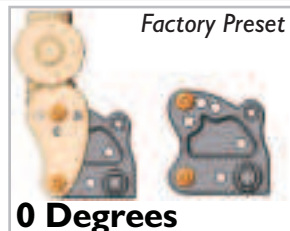
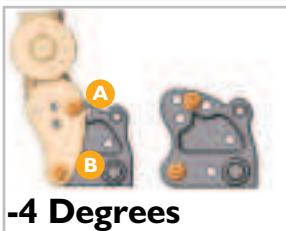
Backrest Angle Adjustment

1. Remove the 5mm backrest bracket index bolts (A) on both sides of the backrest. Loosen the 5mm backrest bracket pivot bolts (B) on both sides of the backrest.

NOTE- The index bolt (A) may be in a different starting position than shown below.

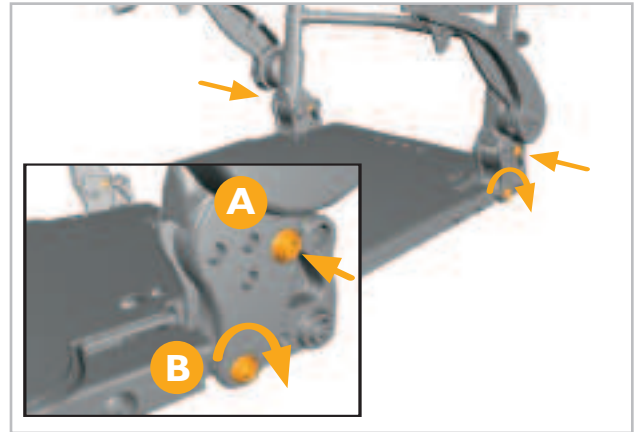


2. Tilt the backrest assembly forward or backward to the desired angle. See angle configurations below.



3. Reinsert and tighten both backrest bracket index bolts and bracket bolts (A & B). (Use 20 N/m or 177 in/lb of torque.)

NOTE- The figures below represent the 8° angle.

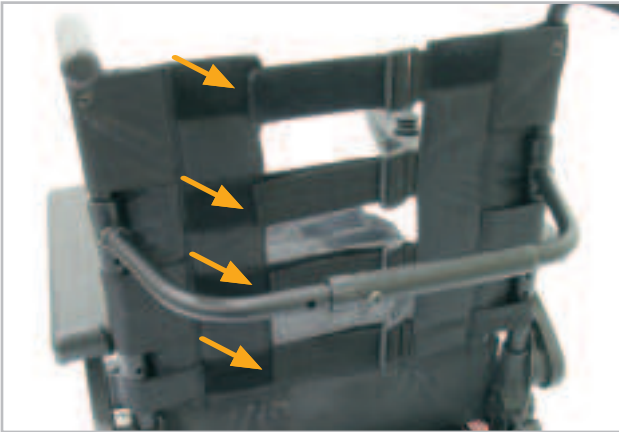


Back Height Adjustment

1. Begin by removing the upholstery cover.



2. Loosen the upholstery straps. It is not necessary to remove the upholstery.



3. Remove the top upholstery screws. The upholstery can now be moved and vertically compressed to provide access to the hidden Phillips-head bolts.

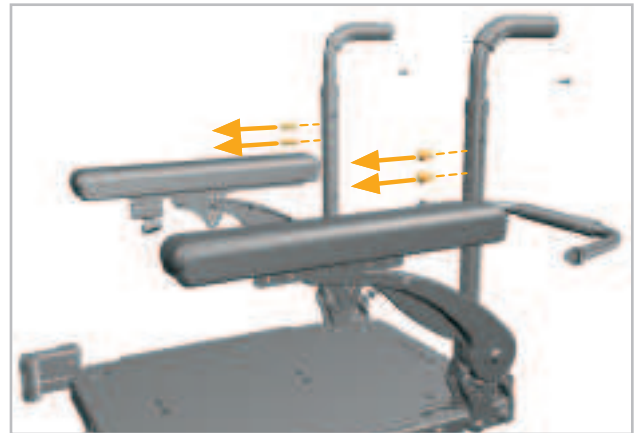


4. Remove the 4mm towel bar bolts and the towel bar.

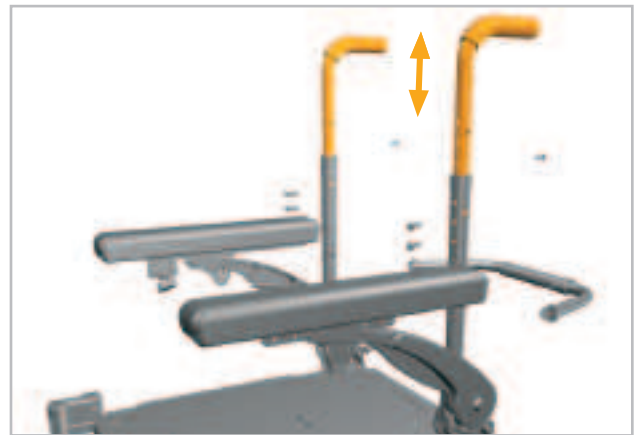
NOTE- This step is not necessary in every case. If the push handles are high enough, the towel bar bolts might not thread into the push handle tubes. To test, skip this step and move to Numbers 5 and 6. If the towel bar does not impede movement of the push handles, the towel bar may be left intact.



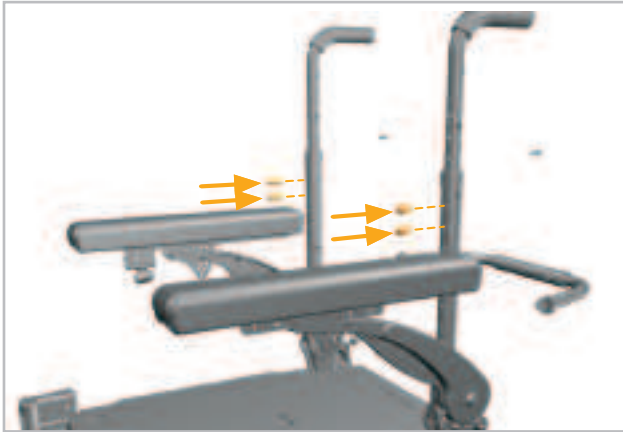
5. Remove the 4mm backpost adjustment bolts.



6. Move both backposts to the desired height.



7. Replace the backpost adjustment screws. (Use 10 N/m or 88.5 in/lb of torque.)



8. If removed in Number 4, replace the towel bar and the towel bar bolts. (Use 10 N/m or 88.5 in/lb of torque.)

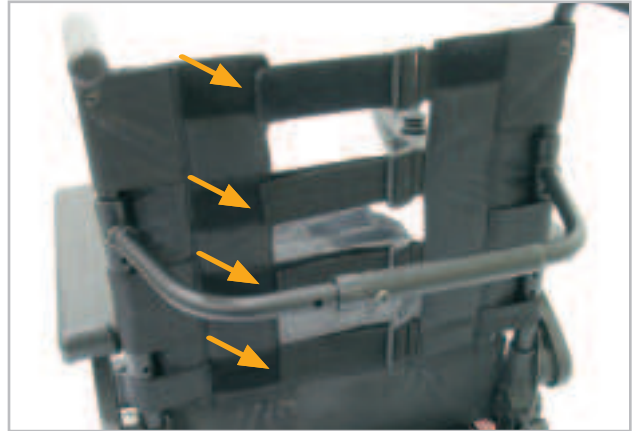
NOTE- The towel bar may be repositioned at this point as well.



9. Replace both top upholstery bolts. Ensure the bolts thread through the top upholstery eyelets (A).



10. Retighten the upholstery straps.



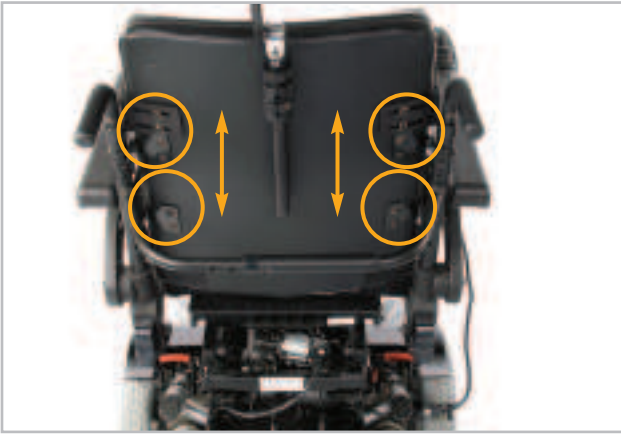
11. Reattach the upholstery cover.



Backrest Attachment and Adjustments

Standard Backrest

Mounting holes in wood back with 1" vertical adjustment increments



Upgrade Jay SPO & Custom ART SPO Backrest

Mounts to rail with infinite vertical adjustment



SIDE RAIL POSITIONING OPTIONS ATTACHMENT AND ADJUSTMENTS

Side Dove-Tail Rail Installation

Installs with 4 bolts to existing ASAP seat.



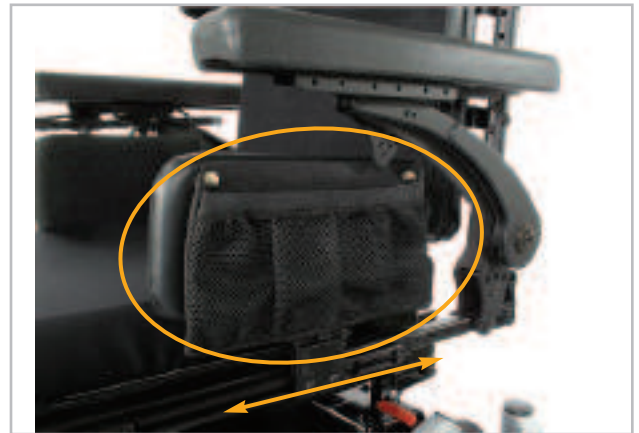
Dual Post Armrest

Attaches to Side Dove-Tail Rail with infinite for-aft adjustment and 1" height adjustment.



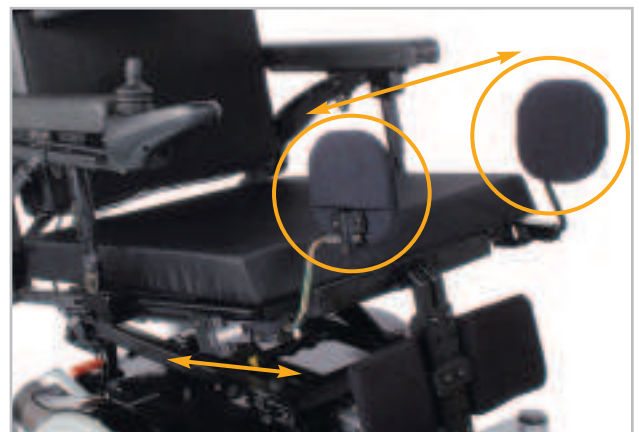
Thigh Support with Mesh Pocket

Attaches to Side Dove-Tail Rail with infinite for-aft adjustment. Can be mounted as lock or slip fit.



Knee Adductor

Attaches to Side Dove-Tail Rail with infinite for-aft and lateral adjustment.



LATERAL ATTACHMENTS AND ADJUSTMENTS

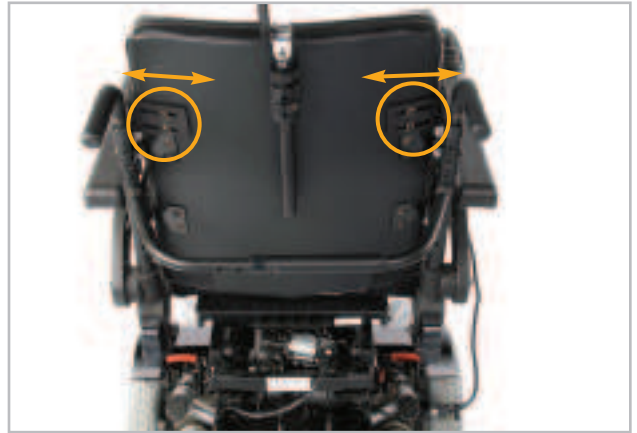
Lateral swing-away Gross adjustment

Combination of pieces to achieve incremental growth.



Lateral attachment and Fine adjustment (Rear)

Laterals mount to wood back (Standard back) or dove-tail rail (Upgrade and custom back). Adjustment slots allow fine adjustment.



Lateral Attachment and fine adjustment (Front)

Lateral pad attaches to swing-away bracket, slots allow for fine adjustment.



HEADREST INSTALLATION AND ADJUSTMENT

All backs

- Receiver mounts to wood back.
- Headrest post slides into receiver.
- Locking clamp sets the height of post.
- 3 positioning clamps set headrest pad for vertical, horizontal, and rotational position.





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