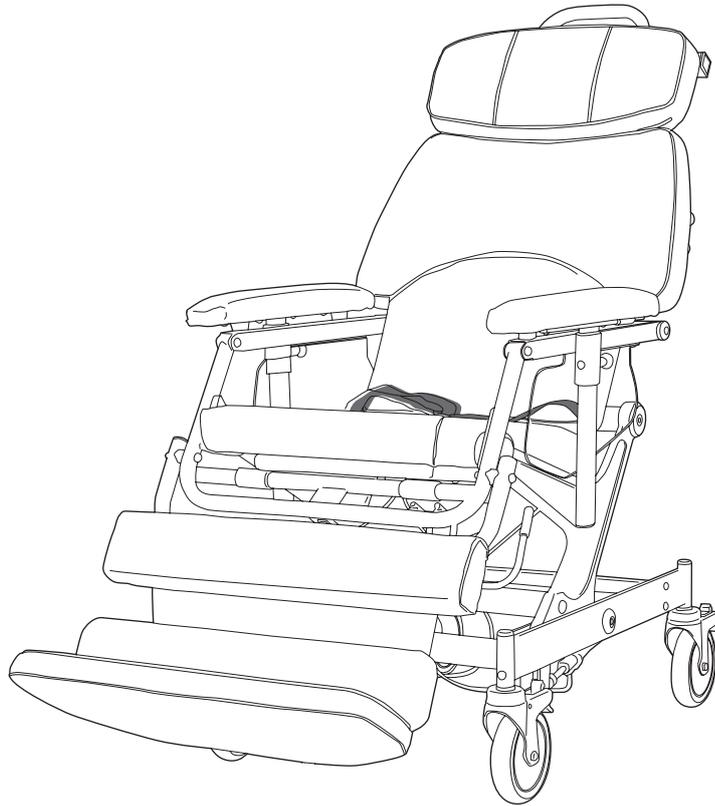




**HUMAN CARE**  
Your Life. Your Way.



## Service Manual

**Barton H Series Convertible Chair**  
H-250 Model no. B1002-BL



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## Care and Maintenance

**⚠** Refer to the product user manual 99682 for complete care instructions. Gloves and protective clothing should always be worn when carrying out cleaning procedures in accordance with facility guidelines.

This product should always be cleaned regularly, prior to usage by a new patient, and when used by a patient known or suspected of having an infection.

## Cleaning and Disinfecting

All surfaces can be cleaned by wiping with a disposable cloth moistened with hand hot water and a neutral detergent. Rinse using clean water, dry with paper towels.

When used by a patient known or suspected of having an infection, this piece of equipment should be disinfected. After washing, wipe over with NaDCC at 1,000 ppm of available chlorine (or other chlorine releasing agent). Alternatively wipe over with a 70% Isopropyl Alcohol wipe.

### **⚠ Care Cautions**

Do not use Hypocarbonate or Phenol based cleaning agents.  
 Do not use any volatile liquids such as thinners or petroleum.  
 Do not pressure wash the chair.  
 Do not use abrasive compounds or pads.  
 Tests show that undiluted Dettol may damage paint and plastic parts if prolonged contact is allowed.

## Required Tools

The following tools may be required to perform service outlined in this guide:



Metric Allen Wrench Set



Adjustable Wrench



Metric Open-End Wrench Set



Slotted Screwdriver



Phillips Screwdriver



Loctite 638



Light Mineral Based Grease

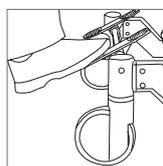


FDA approved lubricant

**⚠** Service must only be performed by authorized and trained personnel. All tools can be dangerous if used incorrectly.

## Service Checklist

The following components must be checked:



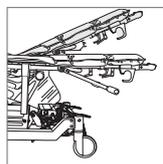
### **Casters**

1. Caster operation
2. Visual check
3. Replacement and Adjustment



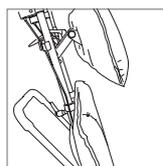
### **Frame**

1. Lever operation
2. Armrest operation
3. Footrest operation
4. Chair brackets
5. Visual check



### **Mechanical**

1. Mechanical locking cylinder
2. Securing hardware and components
3. Visual check



### **Cushions**

1. Replacement and Adjustment
2. Securing hardware and components
3. Visual check



### **PTS System (if applicable)**

1. Transfer bar
2. Securing hardware and components
3. Visual check

## Maintenance Checklist

Records should be kept of all maintenance and service checks performed on the unit.

Daily Checks	Monthly Checks	Annual Checks
Caster operation	Inspection Checklist	Locking cylinder
Hardware secure	(Page 7)	Review daily checks
Cushions secure		Review monthly checks
Visual check		
Cleaning		

## Maintenance Parts

Use only Human Care parts for maintenance and service of this product. This guide includes a list of available parts (see: Replacement Parts). Whenever a recommended replacement is indicated, refer to this list.

## Casters

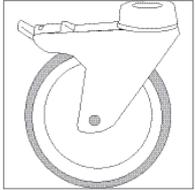
### 1. Caster Operation

Casters have three functions controlled by the caster control pedal. Green (dark grey) lever caster provides steering capability only. Light grey lever casters provide braking capability.



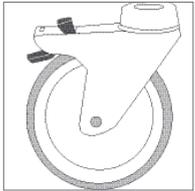
#### Caster Lock Function

Light grey lever engaged will lock the caster in place. Check to ensure the locking mechanism holds the chair in place when engaged. If it does not, the caster will need to be replaced.



#### Caster Free Function

When the light grey lever is in a neutral position, it allows the wheels to swivel and rotate freely.

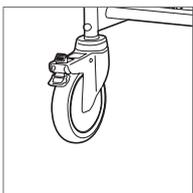


#### Steering Function

When the green/dark grey lever is engaged it will lock into place at 0 and 180 to assist in moving the chair in a straight line.

### 2. Visual check

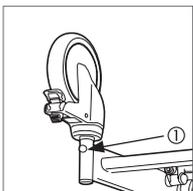
Check that the casters and caster components do not show signs of wear or damage. If signs of wear or damage are evident, replace them.



**Warning!** If the casters are replaced incorrectly, the maneuverability and braking capability of the chair could be compromised!

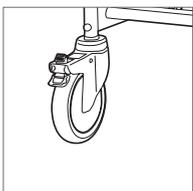
### 3. Replacement

Set the chair in the flat configuration and turn it over with the casters pointing upwards.



#### Replacement of Caster Assembly

Apply the brake and remove the locking screw with a 5mm Allen Key ①. Pull out the complete caster assembly. Tighten replacement in position with existing locking screw.

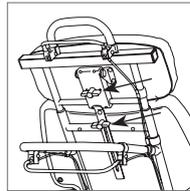


**Warning!** If the the braking mechanism does not hold the chair in place while engaged, the caster will need to be replaced.

## Frame

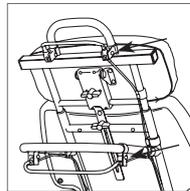
### 1. Knob and Lever Operation

The Convertible Chair has three threaded adjusting knobs and two levers. The lever function is to allow tilt/recline adjustment when activated, and to “lock” when released. The knob function is the allow headrest/footrest adjustment when loosened, and to “lock” when tightened.



#### Threaded Adjustment Knobs

The adjustment knobs should move freely both left and right to tighten and in and out to adjust. It should not bind or experience friction between the black mounting brackets otherwise the chair may not lock properly in position.

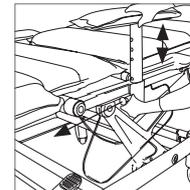


#### Release Levers

Ensure the head of the release linkage is secure and operating correctly. Check all bolts and nuts.

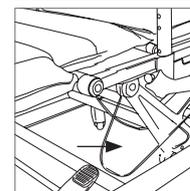
### 2. Armrest Operation

Armrests function as a security barrier when in the supine position.



#### Armrest Function

Ensure that the armrests are secure and slide smoothly up and down. Check the height adjustment knob on both armrests and ensure that the armrest can be locked in each allocated position.

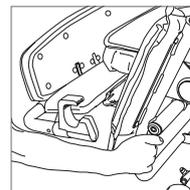


#### Side Screen and Components

Ensure that the side screen is present, secured and void of any damage and sharp edges. Ensure that the end stop is present and secure.

### 3. Footrest Operation

The footrest can be rotated through 90° of motion.

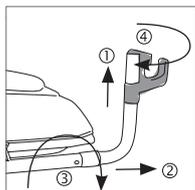


#### Rotation

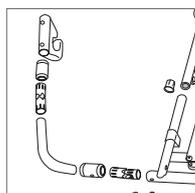
Ensure that the footrest can rotate to 90° and that all retainer buttons are present and secure.

#### 4. Chair Brackets

Chair brackets can be damaged when left unfolded after use. Impacts with doorways, beds and other equipment can result in failure of the bracket arm to rotate and fold away.



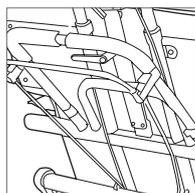
Ensure that all four brackets can rotate and lock properly as indicated. ① Bracket raises and locks ② Bracket extends and locks ③ Bracket rotates and locks ④ Bracket rotates and locks.



Individual brackets can be replaced by the removal of two countersunk socket head screws. Removing additional screws with break down the chair bracket arm into individual components if replacement is required.

#### 5. Visual check

Visually check the frame for defects, weld defects, bends or any damaged components. Ensure all components are present and secure.

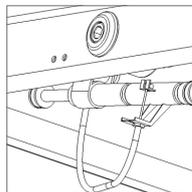


If any components show signs of wear or visible damage, or are missing or not secure, discontinue use of the chair and replace components. The chair must not be used as any damaged/missing components may compromise the safety or correct operation of the chair.

## Mechanical

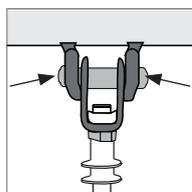
#### 1. Locking cylinder

The locking cylinder ensures correct operation of the chair.



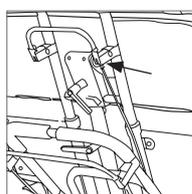
##### Safety Check

Check the brass fittings on the end of each cable to ensure they are secured with the brass nut and operating correctly. There should be between 2mm and 6mm of movement of the cable stop end.



##### Replacement

The locking cylinder can be removed from the chair by unscrewing two sets of socket screws. The socket head screws are attached to a hollow-center threaded rod. Note: Removal of one socket screw will allow the threaded rod to be pulled out from the locking cylinder bracket.



##### Components

The locking cylinder cable can be removed by loosening the brass locking nut. Once the nut is loosened, the cable can then be removed from the slotted arm on the locking spring.

#### 2. Securing hardware and components

Ensure that all fasteners and components are securely fastened and that none are missing or damaged in any way.

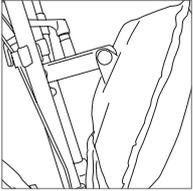
#### 3. Visual check

Visually check the cables to ensure they are not frayed, loosened or damaged in any way.

## Cushions

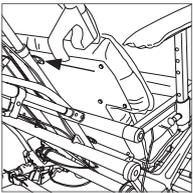
### 1. Replacement and Adjustment

Ensure that all cushions are operating as intended and are not damaged or missing components. Replace if necessary.



#### Head and Body Cushion Adjustment

Ensure that the levers for the head cushion are functioning to allow for height, depth and angle adjustment. Ensure that the cushions are secure and undamaged and that the spacers are present on the back frame where the cushion rests.



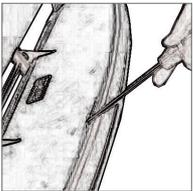
#### Head and Body Cushion Replacement

Both the head and body cushions are affixed to the frame with screws. From the rear of the cushion, untighten the screws to remove.



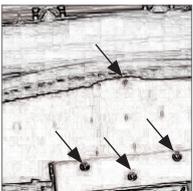
#### Footrest Adjustment

The footrest is comprised of two pieces, one of which lays on the other unless the footrest is extended. The lower cushion may be replaced if damaged.



#### Footrest Replacement

In order to replace a damaged footrest cushion, you must first pry loose the black plastic top plate with a flat edge screwdriver. Set the top plate aside to be re-used and remove the five black fasteners.



Once the black top plate is removed, you will have access to the screws securing the cushion. Remove five screws surrounding the perimeter of the cushion, followed by the three screws securing the footrest to the bottom plate. Once all screws are removed, the footrest is released and can be replaced.

### 2. Securing hardware and components

Ensure that spacers are present and undamaged on the front cushion. Check all screws to ensure that they are holding the cushions firmly in place. If the screws rotate when tested, they must be replaced. Take extra care not to strip and screws.

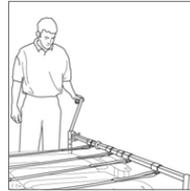
### 3. Visual check

Visually check the cushions for tears or damage. Clean or replace as necessary.

## PTS System

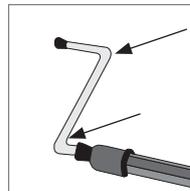
### 1. Transfer Bar

If the chair is equipped with a Patient Transfer System, the system must be checked.



#### Crank Handle

Check the crank handle for any damage and confirm functionality. The handle should turn freely.

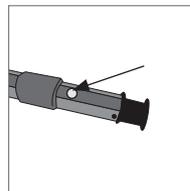


#### Lubrication Points

Lubricate the crank handle joints with an FDA approved grease. Lubricate the "O" ring (located in the plastic piece at the end of the transfer bar that rests in the bracket).

### 2. Securing hardware and components

Ensure that all screws are present and secure in the transfer bar.



#### Locking Button

The transfer bar features a silver locking button that must be checked to ensure it is secure and operating correctly. The lock button ensures that the transfer bar remains in the correct length when adjusted.

### 3. Visual check

Visually check the transfer bar for damage or loose screws. Check the transfer bar straps and the transfer sheets to ensure that they are not frayed or damaged in any way. Do not use if any components are damaged or missing.

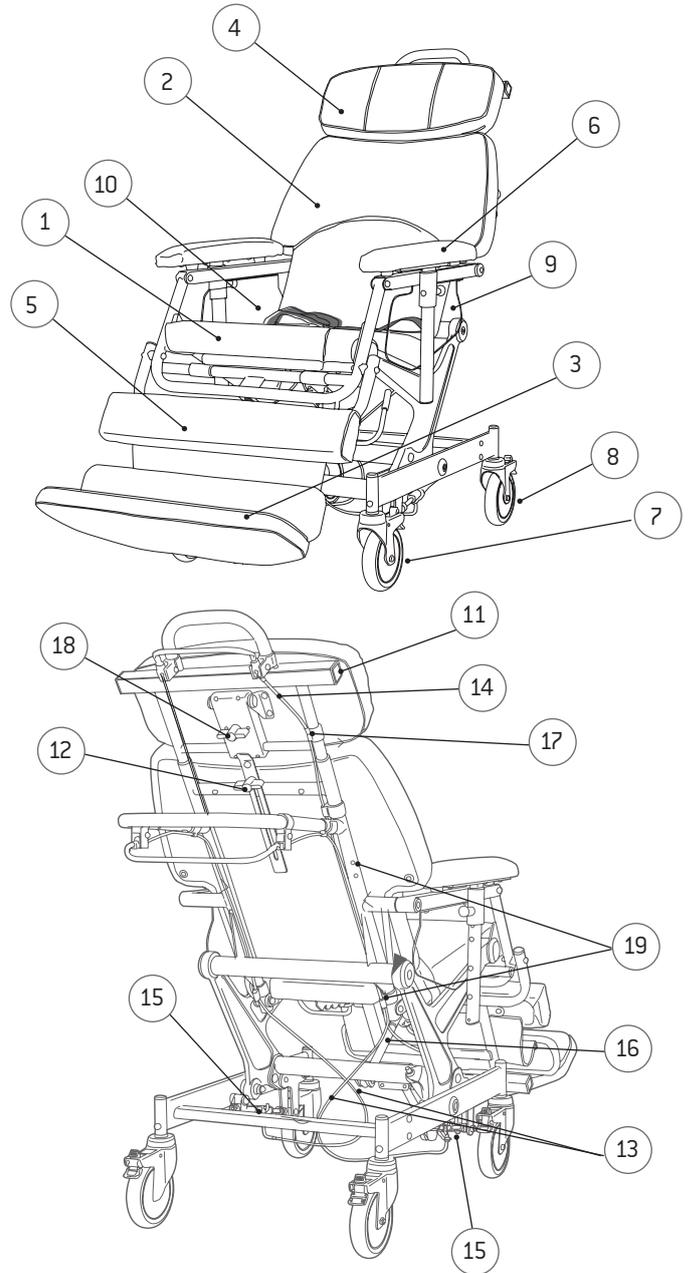
## Inspection Checklist

Final Inspection and Test Check Record				
Model	H-250	Serial Number		Prepared by
Date		Location		
Casters		Good	Unacceptable	Additional Comments
Checked for caster lock function				
Checked for caster free function				
Checked two front casters swivel locked at 0° and 180°				
Checked clearance between foot pedal and cross rail				
Checked brake pedal linkages				
Firm and secure fitting				
Damage to casters or caster mounting				
Frame				
Checked for weld defects				
Checked for bent/damaged components				
Checked side screens				
Locking Cylinders				
Brass fitting secure				
Clearance 2mm to 6mm				
Release lever free to move				
Linkage head operation				
Head of release linkage is secure				
Upper and Lower Bracket Arms				
Checked for security				
Checked rotation in both axis and all positions				
Safety Arms				
Checked safety arms for freedom of movement				
Checked locking knob engages in each position				
Checked that end stop screw is present and secure				
Cushions				
Checked that all cushions are secure and undamaged				
Checked that all spacers are present on the seat cushion				
Checked the head cushion locking handle security and operation				
Checked the head cushion height adjuster security and operation				
Checked that all the buffers are present				
Checked that all footrest retention buttons are present and secure				
Checked the footrest cushion				

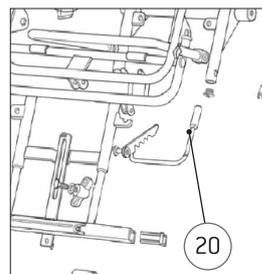
# Replacement Parts

## H250 Parts

Part No.	Description	Unit of Measure
<b>Cushions</b>		
1	T4072-117 Seat Cushion	EA
2	T4073-117 Back Cushion	EA
3	T4074-117 Footrest	EA
4	T4075-117 Headrest	EA
5	T4076-117 Calf/Heel	EA
6	T4077-117 Armrest	EA
<b>Casters and Side Shields</b>		
7	T4071 6" Caster Directional/Lock <sup>1</sup>	EA
8	T4070 6" Caster/Total Lock <sup>2</sup>	EA
9	T4098 Side Shield - Left	EA
10	T4099 Side Shield - Right	EA
<b>Parts</b>		
11	T4081 Plastic Collar	EA
12	T4083 Knob Assembly	EA
13	T4088 Cable Assembly, Tilt	EA
14	T4090 Cable Assembly, Recline	EA
15	T4092 Cylinder, Locking, Tilt	EA
16	T4096 Cylinder, Locking, Recline	EA
17	T4113 Clamp, Cable Guide	EA
18	TH3005 Headrest Knob, Plastic, Locking	EA
19	T4079 Clamp, Cable Guide (two cables)	EA
20	TH3010 Lever, Footrest, Angle Adjustable	EA



<sup>1</sup>Front left caster only <sup>2</sup>Rear casters(both) Front caster(right)



## Replacement Parts

### Patient Transfer System H-250

Part No.	Description	Unit of Measure
1	B1007 Chair Bracket w/Bearing - Black	EA
2	b1028 14" Post Bed, Standard	EA
3	b1031-10 Non-Slip Cover, Sheet	EA
4	b1056 Transfer Bar, Standard	EA
5	b1079 Sheet Clip, Plastic	EA
6	b1080 Plastic Plug, Black	EA
7	b1190 Extruded Bed Clamp Assembly	EA
8	b1073 Transfer Strap, Grey 58"	EA

Complete system : Model no.b2004e (home care use)



## Product Label

The product label contains information about the device and is located on the right side, close to the mast.

This product has been tested by an accredited test institute and complies with the necessary requirements in accordance with medical requirements. The product is CE marked in accordance with Directive 93/42/EEC or Regulation 2017/745 as Class I product.

Sample label:



## Product Symbols

Symbols on the unit and product label:

	CE Marking
	Date of manufacture
	Manufactured for Human Care
	Maximum load
	Instructions: Read the instructions and make sure you understand them before use
	Part number/reference number
	Serial number
	Warning
	The device contains electronics and it must be recycled appropriately
	Applied part type B: approved for physical contact with patients (IEC 60601-1)
	Medical Device



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