

**SYMMETRIKIT**  
**ACHEEVA<sup>®</sup>**  
**LEARNING STATION**

# Instruction Manual for Graduate & Student Models



This manual applies to the Graduate models with serial number GRAD19003 and up, and Student models with serial STU19004 and up.

**SERIAL NUMBER:** \_\_\_\_\_

**DATE OF MANUFACTURE:** \_\_\_\_\_

# CONTENTS

Guarantee	4
Introduction	5
Safety	6
Battery system	8
Features	9
Handset	10
Adjustments	12
Positioning pack	16
Fitting and cleaning	17
ACHEEVA® reset	17
Dimensions and model comparison chart	18

## **GUARANTEE**

The ACHEEVA® Learning Station Guarantee includes upholstery and covers, against defective materials and faulty workmanship for a period of TWELVE MONTHS from the date of purchase.

This guarantee is valid for fair wear and tear only and not valid in cases of misuse or uses other than those specified in this instruction manual. We do not guarantee fabrics against shrinkage so please pay careful attention to cleaning instructions on page 17.

Should you need to order spare covers for the mattress or cot sides subsequent to the original order, we cannot guarantee an exact colour match as dye strengths vary. We reserve the right to withdraw patterns or colours from the range but will always endeavour to find the closest match available.

Certain movement patterns and behaviour may accelerate fabric wear, this cannot be covered by guarantee.

Whilst electrical components are carefully chosen for the intended environment (dry/indoor) we cannot guarantee components against damage from liquid ingress.

A monthly inspection of the ACHEEVA® is recommended as well as a full annual service to ensure the Learning Station is operating correctly.

For more information please contact our Service Department on 01531 634468.

# INTRODUCTION

## ACHEEVA® Learning Stations

ACHEEVA® Learning Stations have proven to be truly inclusive, allowing students who have to spend time in the lying position to join in all classroom activities – providing safe, supported lying.

The ACHEEVA® Student is the smaller version and can cater for clients up to 155cm tall and 120kg, the ACHEEVA® Graduate is the larger model and has a 208cm bed length and 120kg lifting capacity meaning that taller people will not miss out!

The 3-way power (height, tilt and back angle) makes it easy to find a comfortable position. Combined with Symmetrisleep accessories for relaxation, balance and enhanced function in lying or sitting. Configured to reduce shear when sitting up; it can be raised to 50° for long sitting or lowered by 10° for use in prone. Once set, just use the Tilt in Space for the most balanced position.

You can get your students off the floor to protect them and the staff; with the ACHEEVA® Student and Graduate they can be at the right height to interact with their classmates and the classroom environment. The platform height range is 60cm - 100cm on both models and split side rails allow access to the optional table for use in side lying. Alternatively, the table can be fitted to the head end for prone users.

## The ACHEEVA® Student and Graduate units have some exciting features:

### Student & Graduate

- Anti-clash protection
- Horizontal auto-levelling
- Kick bar brakes mean no more 'hunt the castor'
- Symmetrisleep® accessory bag
- Fixed footboard
- Battery protection and audible low battery indication

### Graduate only

- Selective fifth wheel for straighter steering

# SAFETY

## SAFE USE OF YOUR ACHEEVA® LEARNING STATION

Using the ACHEEVA® in transit is NOT recommended and will invalidate the warranty.

When selecting and issuing a piece of equipment it is the responsibility of the therapist to carry out a risk analysis on its use. This is particularly pertinent for non-ambulant users who may require assisted transfers.

Positioning requirements may change. The client should be regularly reassessed to ensure that the station is adjusted appropriately. Incorrect adjustment may cause discomfort and lasting problems.

It is recommended that therapists and carers complete the following checklist when assessing the appropriate use of product:

- Is the user's posture acceptable in the ACHEEVA®?
- Are there concerns about pressure and are they being addressed?
- Is the user considered to be safe in the ACHEEVA® or would harnessing be needed to ensure they are safe? A posture belt is recommended at all times.
- Does the user or others around them have any behaviours which would render the product unsafe?
- Is the ACHEEVA® appropriate for the proposed environment?
- When using the ACHEEVA® to provide different postures always check the user's respiratory competence.

## SAFETY RESTRICTIONS

Great care is taken in the design of this product to ensure that it complies with all the appropriate safety legislation, the ACHEEVA® Learning Stations comply with BS7177.

Please ensure that all staff are familiar with the following restrictions. It is recommended that this Instruction Manual be kept with the ACHEEVA® Learning Station at all times.

## IMPORTANT!

**DO NOT ALLOW CHILDREN TO PLAY WITH THE ACHEEVA® AT ANY TIME. DO NOT ALLOW PETS NEAR THE ACHEEVA® WHILE IN USE. ADEQUATELY SUPERVISE CHILDREN IN THE AREA NEAR THE STATION. SWITCH THE UNIT OFF WHEN NOT IN USE. WARN VISITORS WITH CHILDREN OF THE POTENTIAL DANGER OF ENTRAPMENT.**

**DO NOT SIT ON EITHER END OF THE ACHEEVA® AS IT MAY CAUSE INSTABILITY AND DAMAGE.**

# SAFETY

## INCORRECT USE OF THIS PRODUCT CAN CAUSE ACCIDENTS

- Do not allow anyone to sit, stand or put excessive weight on the ends of the bed or push handles of this ACHEEVA®
- The user must always be positioned within the wheelbase of the ACHEEVA®. A posture belt may be necessary to achieve this at all times.
- Do not use the ACHEEVA® in wet environments – it is intended use is for dry, indoor conditions.
- Be aware when raising, lowering or tilting the ACHEEVA® that there are no obstructions in the way.
- It is recommended that both brakes are engaged if the unit is in a satisfactory, stationary position.

# BATTERY SYSTEM

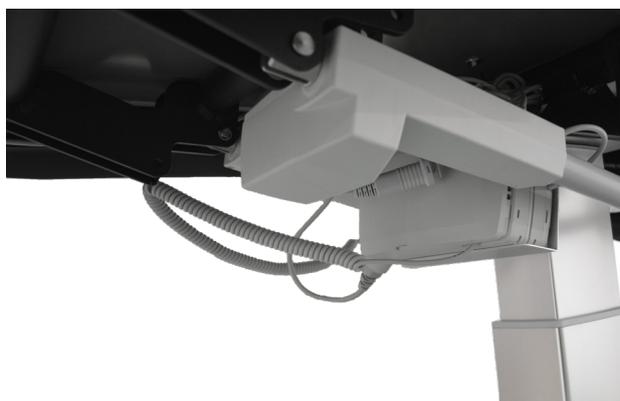
## CARE AND USE OF THE BATTERY SYSTEM

The battery pack is fully charged before delivery and will last for over one hundred operations. When the battery reaches the minimum level and requires charging, an audible warning will sound every time a button is pressed on the handset.

We recommend the battery is charged at least once a week and you do not wait for the minimum level to be reached.

## TO CHARGE THE BATTERY

Unwind the charge cable from the hooks and plug the charger into a suitable mains power supply. A full charge takes approximately 8 hrs. To store the charger, reverse the procedure. If the battery gets to a minimum charge level the system will shut down to prevent damage. The charger can be left connected to the mains, but it is advisable to store it back on the unit when the battery has been fully charged.



*Battery is located underneath the ACHEEVA®*

### CAUTION!

**Avoid subjecting the cables to mechanical loads. If any cables are damaged, they must be replaced in order to prevent hazards.**

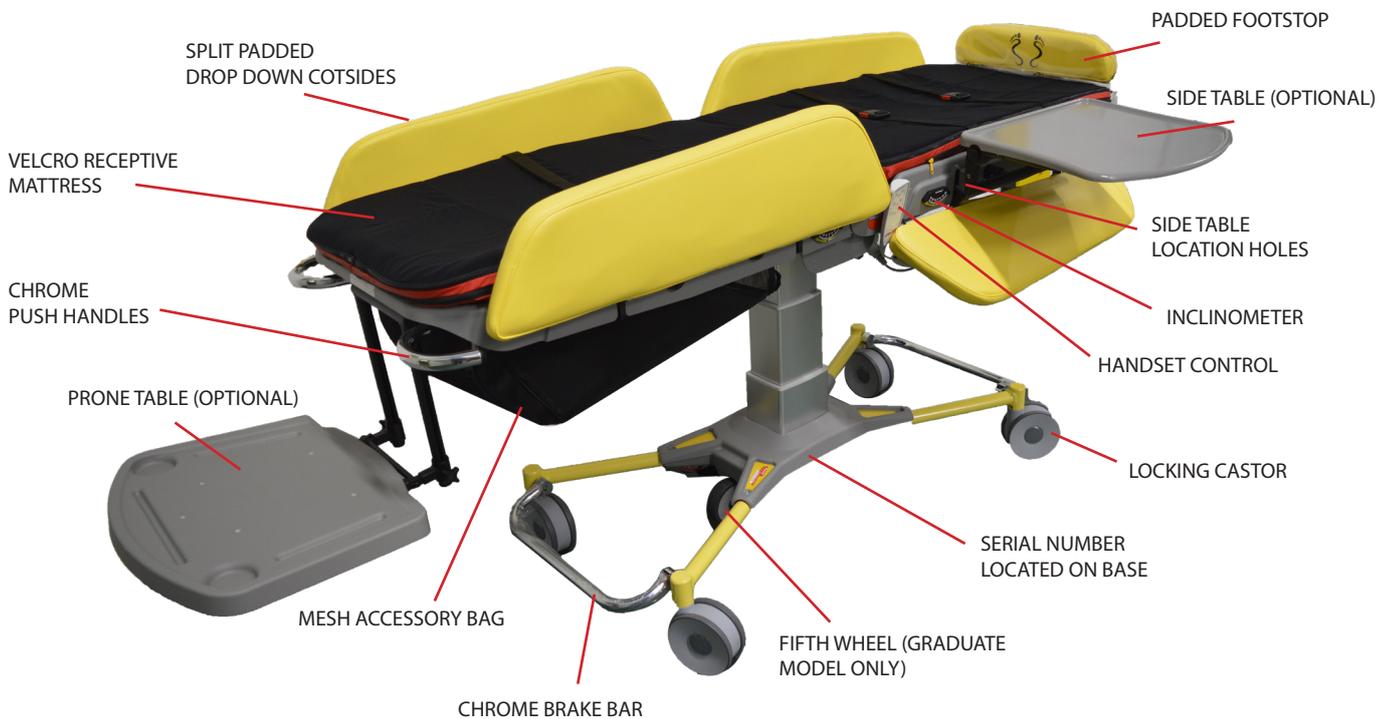
**The ACHEEVA® should not be operated constantly for more than one minute under load followed by a rest period of 19 minutes. Operational failure could otherwise result.**

**Storage temperatures**      -10°C / +40°C

**Operating temperature**    +5°C / +30°C

**Atmospheric pressure**      700 to 1060 hPa

# FEATURES



## ANGLE GAUGES

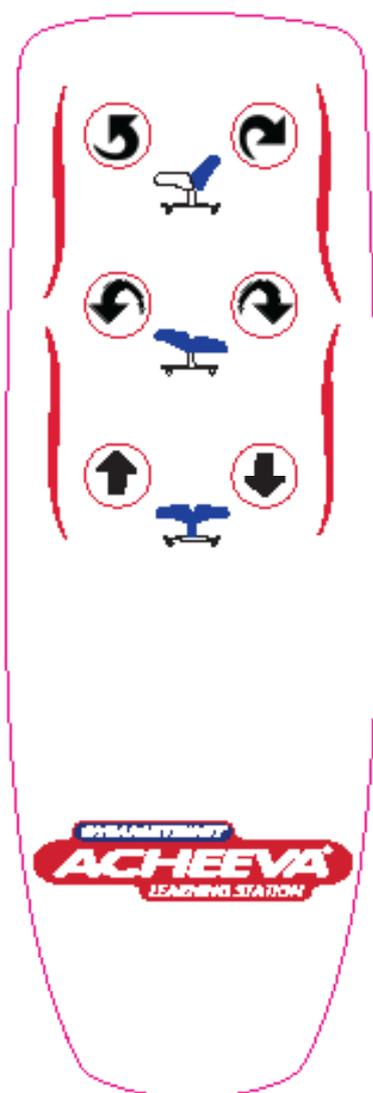
Angle gauges are attached to both the head and the leg sections of the Graduate® and Student®, which help calibrate the unit if the client has specific positional requirements.



### CAUTION:

When the occupant of the station is brought from the lying to a more upright position, it is important that this is done slowly and gently. Although the ACHEEVA® has been designed to avoid it, friction between the occupant's back and the head section can cause the user's spine to be compressed downwards. To avoid this, move the headrest upwards a few degrees at a time and release the friction by gently easing the occupant's shoulders forwards.

# HANDSET



## Handset operation:

The three main mechanisms are operated by the handset shown to the left. There are six buttons to operate the head, tilt and lift functions.

Follow the guide on the next page on how to adjust the ACHEEVA® head, tilt and lift using the handset.

\* - When operating the  the ACHEEVA® will stop tilting when the leg section reaches a horizontal position. If you wish to tilt beyond the horizontal position release the  button and push again to pass through the position. If the ACHEEVA® is too low to tilt without a potential clash, a warning tone will sound when the button is pressed. To prevent this the height should be adjusted using the  to an appropriate level to allow the tilt to work.

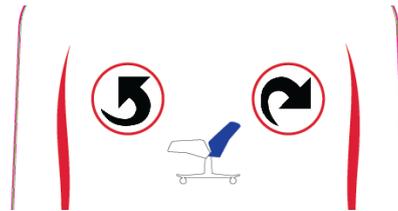
\*\* - If the ACHEEVA® is lowered and the tilt in space is active, a potential clash may be detected. If this occurs it will level itself before continuing to lower.

# HANDSET

## HEAD



To raise or lower the head section of the ACHEEVA®, use the two top buttons shown on the handset.



## TILT



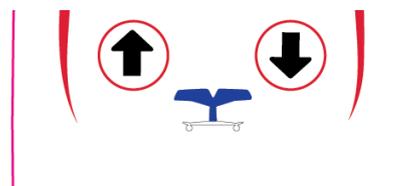
To tilt the ACHEEVA®, use the two middle buttons on the handset. \*



## LIFT



To lower or elevate the ACHEEVA®, use the two bottom buttons on the handset. \*\*



# ADJUSTMENTS

## REPOSITIONING - 5th Wheel (Graduate model only)

The 5th wheel is located in the Graduate base frame and is engaged/disengaged by a set of pedals on either side of the ACHEEVA®. The additional wheel increases manoeuvrability and reduces the effort required to move the larger unit around.



The wheel is engaged by pressing down on the pedal, so the wheel makes contact with the floor.



The wheel is disengaged by pressing on the other pedal, raising the wheel up. It is magnetically held in position and is spring loaded, requiring only minimal pressure to operate.

**\* PLEASE NOTE THE COLOUR OF THE PEDALS IS SUBJECT TO CHANGE**

# ADJUSTMENTS

## COT SIDE RELEASE MECHANISM

This enables the complete cot side to be lowered out of the way, so that side transfer can be achieved or a sling can be put in position. In their standard position the cot sides are vertical and are locked about a pivot pin.

To “unlock” simply pull the cot side up, then rotate downwards/outwards where it hangs freely and out of the way. To return the cot sides to their vertical position, return to the upward position and gentle push on it downwards ensuring that it relocks at the pivot pin.



## STATIONARY POSITION

In order to prevent the ACHEEVA® from moving, it is possible to lock down both pairs of castors.



To lock the wheels, press down fully with one foot on the brake bar ensuring the mechanism ‘clicks’ and engages.



To release, lift the lever upwards, ensuring the mechanism fully disengages.

# ADJUSTMENTS

## PRONE TABLE

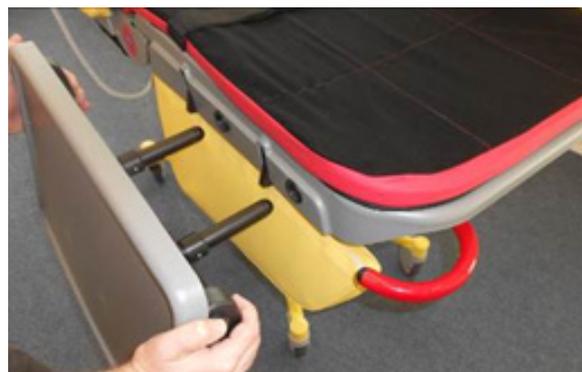
The ACHEEVA® has the facility for a table to be attached at the head end for prone use or in any of the four side positions when side lying.



To connect the table, insert both the left and right arms into the guide pieces. The red release button should “click” when the table is secured into position. To release the table press the red buttons in and pull out carefully from the ACHEEVA®.

## SIDE TABLE

The side table can be located in any of the four side positions when the respective cot side is lowered.



When connecting the side table, insert both arms into the guide pieces and ensure that the table is locked in position. The red release button will “click” when secure. To release the table press the red buttons in and pull out carefully from the ACHEEVA®.

# ADJUSTMENTS

## TABLE HEIGHT & ANGLE



When using the prone or side positions, the table's height can be adjusted to suit the user's arm length/activity.

To change the height, release the two clamping levers on the sides of the vertical frame and slide the table up or down the bars to reposition it at the required position. Ensure the table is level and is securely locked in place by engaging the two clamping levers.



The table can also be angled by pressing the black buttons on each side of the tray section and releasing them when in the required position/angle is achieved.

The table can also be angled straight downwards for access.

# POSITIONING PACK



Based on the Symmetrisleep® system the ACHEEVA® positioning packs provide support in supine, side or prone lying.

The system consists of a cushion, a side lying leg support, medium roll and a number of positioning brackets.

The mattress has a Velcro® friendly cover, enabling firm secure positioning and relocation of the brackets. The brackets can be attached to the mattress at any point and simply pulled away and replaced where required.

The side lying leg support is attached to the mattress in a similar manner as the brackets and all accessories can be stored in the mesh bag fitted underneath the ACHEEVA®.

**If in doubt, please consult an appropriate clinician.**



ACHEEVA® POSITIONING PACK

# FITTING & CLEANING

## FITTING AND CLEANING INFORMATION

### PU WIPE DOWN “BREATHABLE” MATTRESS COVER.

Wipe clean with a soft cloth moistened with water and a neutral detergent.

DO NOT use bleach or any biological cleaners.

Machine wash\* or dry clean with detergent up to 40°C - some surface wrinkling may occur, however this has no adverse effect on the fabric properties.

\*Remember to remove foam inserts from the mattress prior to washing.

Hang or tumble dry (on a cool setting) thoroughly before storage.

### REMOVABLE ZIPPED VELCRO SHEET

Wash at 40°C (104°F).

DO NOT tumble dry.

DO NOT use bleach.

DO NOT iron.

DO NOT wash with colours.



#### **Fitting:**

*Unzip from the top and bottom of ACHEEVA® to remove. Zip it back on to replace.*

### METALWORK, PLASTIC FINISHES AND COT SIDE COVERS

If necessary, these should be wiped down with dilute detergent and thoroughly dried.

## ACHEEVA® RESET

Following a service your ACHEEVA® controls may need to be recalibrated. Please follow the instructions to reset using the handset.

**To reset the unit (recalibrate) use the following steps:**

- Hold the  (up + down arrows) together for approximately 5 seconds.
- Hold the  (up arrow) until at maximum height.
- Hold the  (down arrow) until foot end is at the lowest possible tilt.

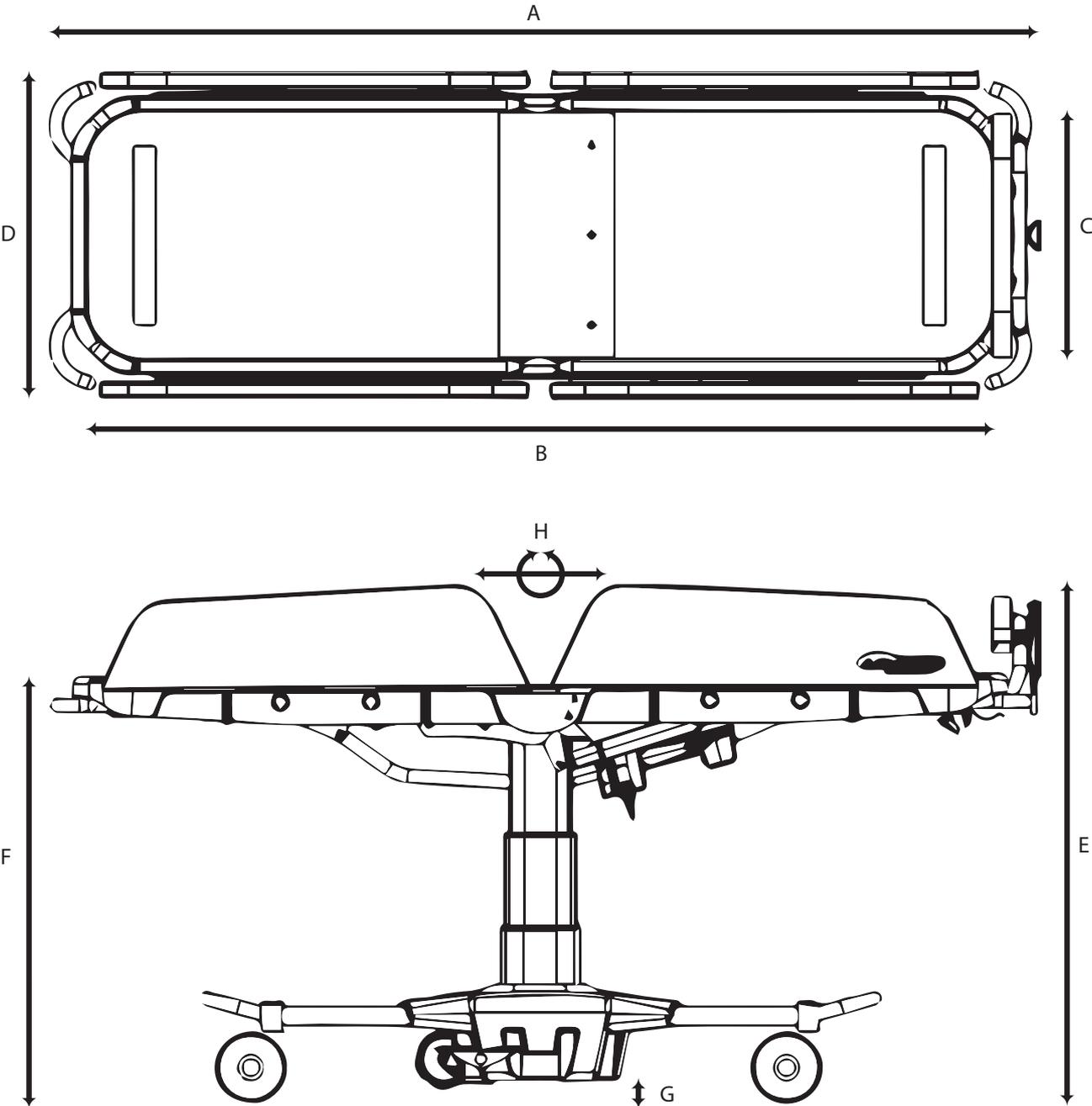
# DIMENSIONS

DIMENSION <i>(refer to diagram opposite)</i>	GRADUATE		STUDENT	
	cm	inches	cm	inches
A - OVERALL LENGTH	218	85.82	165	64.96
B - MATTRESS LENGTH	208	81.89	155	61.02
C - MATTRESS WIDTH	60	23.62	60	23.62
D - OVERALL WIDTH	70	27.56	70	27.56
E - OVERALL HEIGHT RANGE	76 - 116	29.9 - 45.7	76 - 116	29.9 - 45.7
F - PLATFORM HEIGHT RANGE	60 - 100	23.6 - 39.4	60 - 100	23.6 - 39.4
G - GROUND CLEARANCE	4	1.57	4	1.57
H - TILT RANGE	+/- 20°		+/- 20°	
I - RECLINE RANGE	+50°, -10°		+50°, -10°	
SAFE WORKING LOAD	120 kg / 264 lbs			
PRODUCT WEIGHT	75 kg / 165.35 lbs			

**Note:**

Minimum corridor width required for turning corners is 130cm (4' 3") for a Graduate and 110cm (3' 8") for the Student (when the head section is fully raised).

# DIMENSIONS





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