



**PROACTIV®**



# Usage instructions Service booklet

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WHEEL-E

Traction device

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The following instructions are intended for and may only be carried out by the rehabilitation specialist dealer or PRO ACTIV.



This document is available in PDF format at  
[www.proactiv-gmbh.com](http://www.proactiv-gmbh.com) for visually impaired people. Using the zoom function, the font can be increased as desired.

## 1 Preface

Dear Customer,

Congratulations on purchasing your new PRO ACTIV product. You have bought a quality product that has been specially customised to meet your requirements. We have put together some important instructions about its proper and safe use in the following document. Please read these instructions before using the product.

The standard components are explained in these usage instructions. If you have individual solutions or non-standard components on your product, your rehabilitation specialist dealer or PRO ACTIV would be happy to deal with any questions you may have about using it.

You can always download the latest version of the usage instructions as a PDF document in our download area at [www.proactiv-gmbh.com](http://www.proactiv-gmbh.com).

If you have any further questions about this or any of our other products, we would be glad to be at your disposal.

Enjoy your trips and the best possible mobility.

Your PRO ACTIV team

## 2 Legend

The symbols used in these usage instructions have the following meanings:



Manufacturer



Warnings and safety instructions



Serial number

## 3 Conformity/other information

### 3.1 Classification

The WHEEL-E traction device (referred to as "product" below) is classified as a class I product.

### 3.2 Conformity

 As the manufacturer, PRO ACTIV Reha-Technik GmbH declares that the respective product is a class I product and meets the requirements of the EU Medical Devices Directive (2017/745).

If the product is adapted in a manner which has not been agreed by PRO ACTIV Reha-Technik GmbH, this declaration becomes void.

### 3.3 Manufacturer



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## 4 Scope of delivery and testing the product on receipt

The product may only be operated with an adapter supplied by PRO ACTIV which is suitable for the wheelchair.

The scope of delivery includes the product configured in accordance with the order, rechargeable battery/batteries, mains power charger, and usage instructions including record of training/hand-over certificate and inspection lists. You can view the basic equipment in chapter "Technical specifications". As per your order, the product is equipped with additional recommended accessories, such as rear view mirrors or mudguards.

Please check that the delivery is complete after you have received your product.

The product is tested to ensure it is completely functional before shipping and packed in special boxes.

However, please check the product immediately upon receipt, preferably in the presence of the freight company, for any damage which may have occurred in transit. If you are of the opinion that damage has occurred during transit, please do the following:

1. Record a statement of facts in the presence of the freight company - photo documentation of the packaged product and the unpacked product with detailed images of product damage
2. Preparation of a declaration of assignment - you assign all claims from this damage to the freight company.
3. Statement of facts/photo documentation, delivery note, and declaration of assignment are sent to PRO ACTIV.

Failing to observe these instructions, or reporting damage after acceptance, means that the damage cannot be acknowledged.

PRO ACTIV will subsequently review the damage and discuss the further procedure with you (shipment of replacement parts, returning the product to PRO ACTIV for a complete repair, etc.).

## 5 Introduction

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Before starting your first trip, familiarise yourself with these usage instructions and the usage instructions for the coupled wheelchair, paying particular attention to all the safety information and hazard warnings they contain.

Allow your therapists and doctors to advise you, your carers, and assistants on how to use the product and what you are safe to do with the product based on your current ability.

**⚠** Under no circumstances should you do anything with or in the product which you have not learnt to do and have not mastered.

You, your carers, and assistants should also seek advice from your therapists and doctors as well as the rehabilitation specialist dealer about the use and settings of your product as well as all the safety accessories available (e.g. chest belt and hip belt).

**⚠** It is then vital that the advice from doctors, therapists and the rehabilitation specialist dealer on the necessary safety accessories should be followed.

**⚠** If you are not sure how to handle the product or if technical faults occur, please contact your rehabilitation specialist dealer or PRO ACTIV before using it.

**⚠** When operating the product, the wheelchair usage instructions must also be observed. Information on limit values must not be exceeded. If the values in the two sets of usage instructions differ, the lower limit is the one which applies.

**⚠** The control software is programmed at the factory such that the drive system is supported up to the defined maximum speed of 6 km/h or 10 km/h or 15 km/h or 24 km/h.

**⚠** Never leave the product unattended, either when it is switched on or switched off. If this cannot be avoided, removing the rechargeable battery/batteries can help prevent unauthorised use.

**⚠** Secure the product against unauthorised use and theft.

**⚠** When combining your product with equipment made by other manufacturers, make sure that the individual components and the unit made up of them still work appropriately. You can get information on the suitability of a combination from the manufacturer of the third-party components or from your rehabilitation specialist retailer.

**⚠** The product contains small parts that may pose a choking hazard for children.

**⚠** The wheelchair with the adapted product must be equipped in accordance with road traffic regulations when operated on public areas, roads paths and spaces.

**⚠** The product may be used only in conjunction with the approved adapter. Weight limitations must be observed while doing so. The

Heavy Duty version of the product may be used only with the Heavy Duty version of the adapter.

## **6 Purpose and indication**

This product is an electrical wheelchair traction device that is coupled to a human-powered wheelchair with the aim of preserving or increasing the independent mobility of an active wheelchair user to the greatest extent possible. The wheelchair and user are propelled without the use of muscle power, making it easier to get around.

**Indications:** Walking impediment or limited ability to walk due to paralysis, limb loss, limb defect/deformation, joint contractions/joint damage, neurological and muscular diseases.

**Contraindications:** Ataxias as well as accompanying epilepsy disorders (the legal provisions for freedom from seizures apply for use on public roads for both disorders).

In addition - for safety reasons - the product may only be operated by people who

- can move and control their hands and arms so that they are able to operate the controls and perform the full steering movement without restrictions while driving.
- are physically and mentally capable and have the visual ability to safely operate the product in all operating situations and can meet the legal requirements for use on public roads. For children or people with mental, significant motor or visual impairments, the attendants can ensure the required traffic safety as a substitute and as a companion.
- have been trained in its use by the rehabilitation specialist dealer or PRO ACTIV.

## **7 Proper use**

This traction device is designed to be used outdoors on tarmac and adequately paved roads that ensure traction and stability of the product when driving and braking. When used

indoors, there must be enough space for manoeuvring. Avoid driving in poor weather conditions (e.g., storms) since this can lead to incalculable risks.

The maximum permitted load of the product in its standard design is 150 kg towed capacity and 10 kg payload. Individual customisation can be made to accommodate a higher load; this will be indicated on the ratings plate. Please ensure that the load limit indicated on the ratings plate is not exceeded when transporting objects.

The handling characteristics and speed parameters can be programmed. The programming has been done at the factory and does not normally need to be adjusted. Changes to the programming may only be carried out by your rehabilitation specialist dealer or PRO ACTIV.

### **Recommended equipment:**

The wheelchair should be equipped with a wheelbase extension; the maximum permissible load for the wheelbase extension must be then be observed. Before driving with the traction system, the wheelchair wheels should then be positioned in the wheelbase extension. This allows better distribution of the weight between the drive wheel of the product and the wheelchair wheels to be achieved. This minimises the risk of the product wheel slipping on slopes.



*Figure 1: Removable wheelbase extension*

### **Recommended equipment:**

The wheelchair can be equipped with an anti-roll back device that can be activated before driving on slopes. The anti-roll back device can

also be used if the wheelbase extension is used on the wheelchair.



Figure 2: Anti-roll back device

Proper use of the product is a basic requirement of safe operation. The product may generally be used only for applications that are listed and described in these usage instructions. This includes storage, transport, maintenance/inspection, and repair, as well as the safety information in each chapter of these usage instructions.

## 8 Technical specifications

### 8.1 Drive system

#### 8.1.1 General instructions

The technical specifications, information and usage instructions about the drive system can be found in the included usage instructions from the drive manufacturer.

#### 8.1.2 Travel range

The range of the drive system varies depending on the travelled terrain, the prevailing driving conditions, and the user weight. Under optimal driving conditions (among other things, level terrain, fully charged rechargeable battery/batteries, new rechargeable battery/batteries, ambient temperature of 20°C, constant speed, optimal tyre pressure, no headwind, etc.) and a user weight of approx. 85 kg, the following ranges can be achieved:

With a 48 V rechargeable battery, 10.5 Ah, 504 Wh: 25 - 45 km

With a 48 V double rechargeable battery, 10.5 Ah, 504 Wh: 50 - 90 km

#### 8.1.3 Speed

##### One programmed top speed:

In the basic version, the drive system has one programmed top speed of 6 km/h (Switzerland: 10 km/h). If you have chosen the product with an individual permit, the programmed top speed is 15 km/h.

There is a red switch on the handlebar of the product, which can be used to select between [0] and [I]. Modes [0] and [I] determine which speed increments the individual drive system support levels have:

Mode [0] is normal mode. In this mode, the speed increments of the individual support levels are smooth and energy-saving.

Mode [I] is sport mode. In this mode, the speed increments of the individual support levels are programmed more to be more sporty or achieve a higher top speed even at low support levels. Acceleration is also greater.



Figure 3: Red switch for swapping between normal mode [0] and sport mode [I]

##### Two programmed top speeds:

Optionally, activation of up to one speed of 15 km/h (without an individual permit) or 24 km/h can be selected. In this case, there is an additional lock with two key positions on your product. It is possible to switch between the two programmed top speeds by switching

between the mode on the red switch on the handlebar and the key position:

**Mode [0]** (normal mode) in this case, it is the lower programmed top speed (6 or 15 km/h; Switzerland: 10 km/h). The key must be in the "red" position in this mode.



Figure 4: Mode [0] = top speed of 6 km/h or 15 km/h (Switzerland: 10 km/h)



Figure 5: Key position "red" = top speed of 6 km/h or 15 km/h (Switzerland: 10 km/h)

**Mode [I]** (sport mode) is the higher programmed top speed (15 or 24 km/h). The key must be in the "green" position in this mode.



Figure 6: Mode [I] = top speed of 15 km/h or 24 km/h



Figure 7: Key position "green" = top speed of 15 km/h or 24 km/h

PRO ACTIV would like to point out that the use of the product in Mode [I] with the "green" key position is only permitted in certain countries on public roads and otherwise only on private property. Without an insurance plate and operating approval, driving the product with a maximum speed of 15 km/h or 24 km/h is not permitted in Germany on public areas, roads, paths and spaces in accordance with the road traffic regulations. It is also not permitted to use it on cycle paths according to the road traffic regulations in Germany. PRO ACTIV would also like to point out that the use of the product with a maximum speed of 15 km/h or 24 km/h on public areas, roads paths and spaces in Germany is an offence against the insurance obligation in accordance with Art. 1 of the German Compulsory Liability Insurance Law, for which the user could be punished in accordance with Art. 6 Para. 1 of the German Compulsory Liability Insurance Law.

If the product is to be used in another country at a speed of 15 km/h (without an individual permit) or 24 km/h, the user must first find out about the applicable regulations and laws in that country.

With your signature upon ordering the product, you have already confirmed that you have read and understood this information and will observe the instructions when using the product.

## 8.2 Climbing power

The **climbing power** refers to the ability of the wheelchair-product combination to climb a slope. This strongly depends on the weight distribution between the wheelchair wheels and the product's drive wheel, the total weight

of the combination, and the friction coefficient of the ground. Under sub-optimal conditions (e.g. slippery ground when wet), the drive wheel may start to spin before the maximum climbing power has been reached.

Under optimal conditions (optimal tyre pressure, wheelchair wheels in the wheelbase extension, dry, clean and firm ground, etc.), the product is capable of climbing the following slopes with a speed greater than 2 km/h:

15% or 8.5°

### 8.3 Product weight

The total weight starts from 18 kg with the basic equipment (including one rechargeable battery).

### 8.4 Load weight

#### Maximum load weight:

150 kg towing capacity and 10 kg payload

Individual customisation can be made to accommodate a higher load; this will be indicated on the ratings plate. In this case, an adapter is required for heavier loads. The Heavy Duty version of the adapter is approved for 120 kg - 200 kg.

When operating the product, the wheelchair usage instructions must also be observed. Information on limit values must not be exceeded. If the values in the two sets of usage instructions differ, the lower limit is the one which applies.

### 8.5 Obstacle height and turning circle

**Maximum drive-over/negotiable obstacle height:** 10 cm (must be ensured through an appropriate adapter assembly/setting, caster wheels must be removed (→ recommended equipment of the wheelchair: caster forks with quick-release axle)).

This value can, however, be reduced due to the specifications of the type of wheelchair or its settings. Therefore, you should observe the values given in the wheelchair's usage instruc-

tions or the restrictions dependent on the settings.

#### Turning circle:

- approx. 4 m without manoeuvring back and forth
- approx. 2.6 m with manoeuvring back and forth (strongly dependent on the number of manoeuvres)

### 8.6 Basic equipment and dimensions

The basic equipment of the product consists of a drive unit with a docking plate, parking stand, handlebar with a drive signal transmitter and brake system, hydraulic and mechanical disk brake with locking mechanism and drive system. Furthermore, there is a light set and a bell on the product.

#### WHEEL-E dimensions:

Product height: approx. 90.5 - 109.5 cm (depending on the length of the steering column, when parked on the parking stands)

Product width: approx. 63 cm (depending on the handlebar width, parking stands in passive position)

Length of the steering column: 220 mm, 280 mm, 340 mm

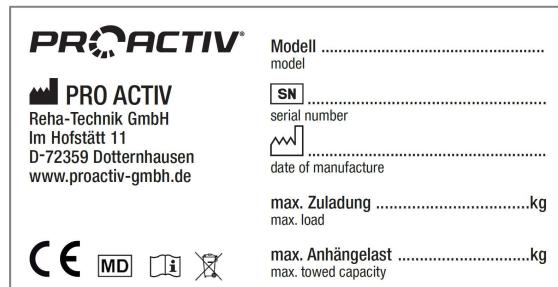
### 8.7 Service life

The service life of the product is 6 years.

## 9 Rating plate & markings on the product

The **rating plate** is located on the battery holder. The rating plate includes the precise model, the serial number and other technical specifications.

When contacting your rehabilitation specialist dealer or PRO ACTIV with regard to your product, please always have the serial number and year of construction on the rating plate at hand.



CE marking  
“European conformity”



Medical device



Manufacturer



Follow the usage instructions



Serial number



Date of manufacture



Electric components must be properly disposed of at government-designated recycling facilities

## 10 Commissioning and handover

The product will be handed over to you ready for use by a rehabilitation specialist dealer or a field representative or by a product consultant from PRO ACTIV. They will fit, if not already done, the required fastening elements to your wheelchair to hold the adapter and, if required, any other accessories. The height of the parking stand is also adjusted correctly.

Finally, you will be fully instructed in the use of the product based on the usage instructions included in delivery. You will be handed over a record of training and handover certificate as written proof. In addition, you will be handed the usage instructions and, if necessary, further accessories for your own use. It is rec-

ommended that you take along an assistant to the training so that, if required, they can assist you later when handling the product.

During the hand-over, the record of training (chapter 31) and the hand-over certificate including the associated check list (chapter 32) must be filled in. The rehabilitation specialist dealer should send the completed documents to PRO ACTIV for filing as a file by e-mail or in the form of a copy by fax or in the post.

## 11 Introduction to the product and the surroundings

During the initial commissioning of the product, drive at minimum speed and become accustomed to the driving characteristics of the product. Always adapt the speed and driving manoeuvres to match your own abilities, the external circumstances and the legal regulations. You will get a feel for how to use the product safely after a short time. Before driving up or down slopes or hills with the product, you should be proficient in the safe handling of the product on level ground. Get familiar with the braking distance at different speeds.

Get to know the environment in which you wish to use the product. Look out for obstacles and learn how to overcome or avoid them.

Get familiar with the road traffic regulations, since these must be observed when driving on public roads.

## 12 Safety instructions – prior to driving/use

If your wheelchair is operated in combination with the product, any existing anti-tipping supports must be put into their passive position or removed (see the wheelchair's usage instructions). If the wheelchair is then used without the product, the anti-tipping supports must be brought back into their operating position again to ensure tipping stability.

**!** Before every trip, check the condition of the wheels of the wheelchair-product combination (e.g. visual inspection of the spokes and rims, check the tyres for damage, foreign bodies and crack formation). If you have any doubts, the wheelchair-product combination must not be operated any further. In this case, contact your rehabilitation specialist dealer or PRO ACTIV.

**!** Check the air pressure in the tyres of the wheelchair-product combination at regular intervals. Ensure that you comply with the manufacturer's specifications which can be found on the tyres. When the tyre pressure is too low, it has a detrimental effect on the driving behaviour, the range, and the braking reaction of the product. Moreover, there is an increased risk of a flat tyre.

**!** Before starting your trip, check all electrical plug connections for firm contact and the rechargeable batteries for firm seating in the rechargeable battery holders.

**!** Before starting your trip, check the functioning of the product's brake. If all existing brakes are not fully functional, no trips may be taken.

**!** Before every trip, check that the product is firmly attached to the adapter and that the adapter is firmly attached to the wheelchair. The product may not be operated on the wheelchair if any of the connections are not tight and secure. In this case, contact your rehabilitation specialist dealer or PRO ACTIV.

**!** Always ensure that your feet cannot slip off the footplate support of the wheelchair when using the product.

**!** Depending on the equipment, the product may have folding/closing mechanisms that pose a risk of crushing injuries (e.g. pinching your fingers). For this reason, please allow your rehabilitation specialist dealer to explain how to work these mechanisms and then have a go yourself under instruction.

**!** Check the function of the front and rear lights as well as the effectiveness of the side and rear reflectors before every trip. Lights and reflectors must be clearly visible during the trip and must not be covered by objects.

**!** It is recommended that you only take a trip with completely charged rechargeable batteries. If this recommendation is not followed, you must take into account that the range will be restricted when planning your route. When driving long distances, it is recommended to take along a fully charged replacement rechargeable battery.

**!** To minimise the risk of suffering serious head injuries in the event of a fall, a helmet should always be worn when driving with the product.

**!** When travelling, always carry a repair kit and tyre pump for repairs in event of punctured/flat tyre. An alternative to this is an emergency puncture repair spray that fills your tyre with a foam that hardens in the tyre.

## 13 Safety instructions – while driving/using

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**!** The usage instructions of the connected wheelchair must be strictly observed when using the product.

**!** Please note that some parts of your product can become extremely hot in high ambient temperatures. This means that above 50°C, the product may be damaged and above 40°C, there is already the risk of burns for the user which should not be underestimated, particularly for people with impaired sensitivity. For this reason, the product should not be exposed to such extreme temperatures. PRO ACTIV cannot accept any liability or provide any warranty for personal injury and material damage caused by such stresses. Similarly, there are also certain risks at extremely low temperatures.

**⚠** Always hold onto the handlebar with both hands while driving, braking and manoeuvring. If the driving situation requires you to take one hand off the handlebar, this is only permitted when the speed has been reduced to the minimum possible beforehand.

**⚠** When driving in curves, reduce your speed to a minimum and if possible, lean your upper body towards the curve.

**⚠** Do not ride parallel to slopes and inclinations due to the risk of tipping.

**⚠** You may only drive on slopes where the wheelchair-product combination can be safely controlled by steering and braking of the product.

**⚠** Do not stop on a steep slope, otherwise there is a risk of losing control of the product. If possible, do not turn on a slope or change your direction.

**⚠** Never turn the product off on upwards or downwards slopes. This could result in dangerous situations to which you can only react with a delay in terms of electrical assistance or virtually not at all by manual means.

**⚠** When the drive system is switched on and a support level has been set, the smallest movement on the driving signal transmitter is converted into a drive command. When waiting at potential hazard areas (e.g. while waiting at a pedestrian crossing or at ramps), always hold the service brakes applied.

**⚠** In rooms, tight or dangerous areas or when manoeuvring, the product may only be used with support level 1, in order to prevent unintentional driving manoeuvres signals. Due to the increased turning circle, it can be difficult to turn in buildings, in front of or in lifts or other buildings, as the standard in such buildings assumes a maximum turning circle of 1.5 m.

**⚠** Do not attach objects (carrier bags, etc.) to the product. These could cause an unwanted drive impulse when stationary and prevent safe operation of the product while driving.

**⚠** At twilight and in the dark and in bad lighting and weather conditions, always switch on the lights on the product and on the coupled wheelchair.

**⚠** When driving in areas that are approved for pedestrians, keep to the maximum permitted speed (walking speed 6 km/h) and maintain sufficient lateral distance (at least the width of a wheelchair) from obstacles and other road users.

**⚠** When driving on public areas, roads, paths, and spaces, the provisions of the German road traffic regulations (StVO) and road traffic licensing regulations (StVZO) must be observed.

**⚠** Avoid driving on unpaved or loose surfaces (e.g. on loose gravel, in sand, mud, snow, ice or through deep puddles of water).

**⚠** When travelling on poorly maintained paths (e.g. coarse gravel, potholes), there is an increased risk of puncturing your tyres as well as tipping.

**⚠** You must not make telephone calls while driving. You should also avoid driving near to strong electrical interference fields. The driving characteristics of the product can be influenced by electromagnetic fields.

**⚠** The product can affect other devices, for example theft protection barriers in department stores.

**⚠** By performing regular checks, ensure that the safety bolts of the adapter are always in the correct position while driving (see usage instructions "Adapter and adaptation").

**⚠** When driving, never jerk the handlebar, as this could possibly cause the wheelchair-product combination to tip over sideways.

**⚠** While driving, never reach into the wheelchair wheels, in the area of the product wheel or into other rotating parts; otherwise injuries may occur.

**⚠** Brake the product using the service brakes, and activate recuperation when driving down longer slopes (Chapter 20.5.5), to relieve the brakes.

**⚠** The brakes and the drive of the product may heat up on long trips. Therefore, do not touch the brakes or the drive during or immediately after the trip.

**⚠** If the situation allows it, the speed should be reduced by carefully applying the service brake. Abrupt braking can cause the upper body to fall forwards which can thereby result in injuries or loss of vehicle control.

**⚠** If the weight load on the drive wheel decreases (e.g. when driving on slopes) or when driving on loose/slippery surfaces, the braking action of the wheel may be considerably reduced. The driving style and speed should be adjusted so that the product can be safely stopped at all times using the brakes.

**⚠** Towing or using a trailer is not permitted.

**⚠** Make sure that cables and lines are not kinked or tangled somewhere. This could cause them to be damaged which could lead to the brakes and drive system not working correctly. In this case, the product must no longer be operated.

## 14 Safety instructions regarding obstacles

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**⚠** Driving on steps and escalators with the product is forbidden.

**⚠** The maximum obstacle height which can be negotiated is 10 cm. This value can, however, be reduced due to the specifications of the type of wheelchair or its settings. Therefore, you should observe the values given in the wheelchair's usage instructions or the restrictions dependent on the settings.

**⚠** When driving over or passing obstacles, it is important that you avoid any product or body parts catching on the obstacle as this may lead to falls causing serious injuries to the user and third parties as well as damage to the product.

**⚠** Always drive over curbs or other obstacles so that you cross them to the front or at right angles and at the minimum required speed. When approaching an obstacle at an angle or driving over it with just one wheelchair wheel, there is an increased risk of tipping over sideways.

## 15 Safety instructions regarding dangerous locations and dangerous situations

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The operator of the product determines the route to be driven themselves, taking the usage instructions, their driving knowledge, and physical abilities into consideration.

Personal driving skills are particularly important in the following dangerous locations that are provided as examples; the product user must use their judgement before driving in such locations:

- quay walls, landing and berthing locations, paths and locations close to water, uncured bridges and dykes.
- narrow paths, slopes (e.g. ramps and driveways), narrow paths on a slope, mountainous routes.
- narrow and/or steeply sloping paths along main roads or near cliffs.
- routes that are covered in leaves, snow or ice.
- ramps and lifting equipment on vehicles.

**⚠** When driving in a curve or turning on hills or downward slopes, there may be an increased tendency to tip over to the side due to the changes in the centre of gravity. Avoid such driving manoeuvres. If these cannot be avoided, perform these driving manoeuvres

with increased caution and only at a very slow speed. If necessary, the driving manoeuvre must not be performed or only with the help of an assistant.

**!** Use particular caution when approaching stairs, edges, drops or other hazard areas.

**!** Extreme caution is needed when crossing main roads, intersections and level crossings. Crossing rails in the road or at level crossings must never be undertaken while driving parallel, otherwise the wheels could become caught which would result in the wheelchair and the product being unable to manoeuvre.

**!** Before driving on a ramp and lifting equipment on vehicles, ensure that they are wide enough so that you do not risk one of the product or wheelchair wheels slipping off the ramp. During the lifting or lowering operation of the ramp or the lifting equipment, the drive system must be switched off and the service brake of the product must be actuated. Always keep the product in the middle of the ramp.

**!** The grip of the tyres on the ground is reduced under wet conditions. There is an increased risk of slipping. Adjust your driving, braking and steering behaviour accordingly.

## 16 Ending the driving operation

Switch off the drive (chapter 20.5.1). To make getting out of the wheelchair more simple, the product can be disconnected from the wheelchair (see usage instructions "Adapter and adaptation").

The product may only be disconnected with the drive turned off to prevent any unintended drive signals.

## 17 Safety instructions – after driving/use

**!** Always turn off the drive system immediately when it is not in use to prevent accidental triggering of a drive signal and to prevent the rechargeable batteries from being discharged.

**!** Always observe the usage instructions and recommendations in the drive manufacturer's usage instructions concerning charging the rechargeable batteries.

## 18 Adapter and adaptation

Where necessary and ordered, a suitable adapter for your wheelchair is included with the delivery.

Please read the usage instructions and assembly usage instructions "Adapter and adaptation" before using the product.

**!** The product may only be adapted and uncoupled when the drive system is switched off and on firm and even ground.

**!** The adapter must at least have the same user weight approval as the product.

## 19 Drive wheel and tyre pressure

Check the tyre inflation pressure at regular intervals as well as after extreme temperature effects. The **recommended tyre pressure is printed on the side of the tyre**. This should be observed.

**!** Insufficient tyre pressure has a negative effect on the handling. Apart from that, there is an increased risk of a flat tyre.

**!** If the pressure is too high, the tyre may burst. For this reason, product tyres may not be exposed to unusually high temperatures such as under glass in the summer.

**!** When inflating the tyres, make sure that the prescribed air pressure is not exceeded.

**To check or correct the tyre pressure**, proceed as follows:

1. Secure the product to prevent it rolling away.
2. The drive wheel is normally fitted with a car tyre valve. Unscrew the valve cap.



Figure 8: Valve with cap

3. Place the valve attachment of the compressed air device or the compressor onto the valve and, if a clamp lever is available, secure the connection by applying the clamp lever.
4. Now check the tyre pressure. If the tyre pressure does not match the specifications, correct it.
5. Finally release the clamp lever (if present), pull the valve attachment off the valve and replace the valve cap.



Figure 9: Compressor

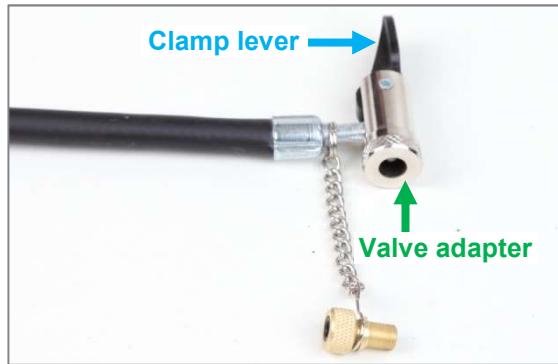


Figure 10: Valve adapter and clamp lever of the compressor

## 20 Functional elements

### 20.1 Parking stand

#### 20.1.1 Active and passive positions

By pressing down and turning the operating lever outwards or inwards, the parking stand position can be changed from the passive to the active position or vice versa. The passive position can also be called the travel position. The parking stand is then folded in to save space.



Figure 11: Press down and turn the operating lever



Figure 12: Parking stand in the active position



Figure 13: Parking stand in the passive position

### 20.1.2 Parking stand height adjustment

 The following instructions are intended for and may only be carried out by a rehabilitation specialist dealer or PRO ACTIV

The height adjustment of the parking stand is important in order to bring the docking plate of the product to the correct (height) position relative to the adapter.

For setting the height of the parking stand, the following must be observed: the dimension from the floor to the lower edge of the front of the insertion maul (on the wheelchair side)

should correspond with the dimension from the ground to the upper edge of the insertion bolt (on the product side). As soon as there is a deviation from these two dimensions due to the hole pattern, the dimension from the ground to the upper edge of the insertion bolt may be up to max. 1 cm larger. In this case, the product can be inserted into the adapter by tipping slightly to the rear (via the parking stand).



Figure 14: Measurement from the ground to the lower edge of the front of the towing attachment

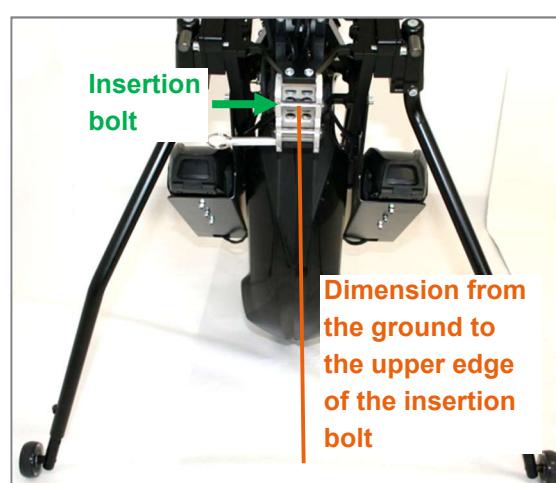


Figure 15: Dimension from the ground to the upper edge of the insertion bolt

The **height of the parking stand** is adjusted by unscrewing the M6 oval head screw (AF 4 mm) with the radius disc and repositioning the adjustment inlet along the specified row of holes in the parking stand and inlet. Finally, retighten the M6 oval head screw (AF 4 mm) up to 11 Nm of torque.

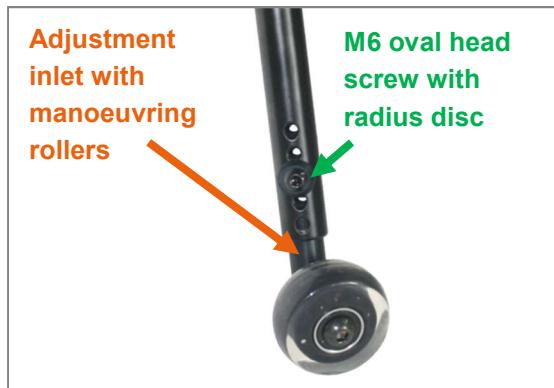


Figure 16: M6 oval head screw with radius disc and adjustment inlet to adjust the height of the parking stand

**Information when equipping with manoeuvring rollers:** After adjusting the height of the parking stand, the manoeuvring roller must be positioned in the active position outside on the parking stand.

## 20.2 Steering column and handlebar

### 20.2.1 Seat and handlebar position

The seat position and therefore the handlebar position depend on the upper-body stability or the torso musculature. A suitable adjustment of the steering column to the arm length will have been made during the consultation/measurement procedure.

**With weak torso musculature**, the handlebar position should generally be chosen so that the upper body stays in an upright position when reaching for the handlebar while driving. Movement of the upper body or head to the front and back should be avoided if possible. In this case, a slightly higher handlebar position is selected (chest height or higher).

**For active users with corresponding torso stability**, a lower handlebar position can be selected (chest height or lower).

The following points must be fulfilled for the proper seating position:

- The handlebar (including the installed fittings) may not touch the knees or thighs when steering. The steering movement may not be blocked by the knees or thighs. The elbows should not be completely extended when the steering bar points completely forward away from the body.
- At the maximum steering angle to the right and to the left, the elbows should not be completely locked.



A suitable restraint system must be used if you have poor seating stability due to a lack of or weak core strength. The selection of the suitable system must be made in conjunction with your doctor or therapist and/or defined and implemented by your rehabilitation specialist dealer. There are various systems available such as chest straps or four-point safety belts. Rehabilitation specialist dealers can also often create a customised system or adapt commercially available systems.

### Recommended equipment:

PRO ACTIV also offers restraint systems such as hip straps with belt and Velcro fastener and chest straps of various lengths.

### 20.2.2 Adjustment of the handlebar position

The following instructions are intended for and may only be carried out by a rehabilitation specialist dealer or PRO ACTIV

The handlebar **angle and height can be adjusted**:

- The **angle** is adjusted at the top fork bridge. To do this, loosen the four M6 clamp screws (AF 5 mm) on the clamp slightly so that the steering column's angle can be adjusted using minimal force. The angle adjustment is continuous (as a guide, there is a 12° scale fitted). When

you have finished adjusting the angle, tighten up the four M6 clamp screws (AF 5 mm) to 7 Nm torque and secure them with thread lock fluid.

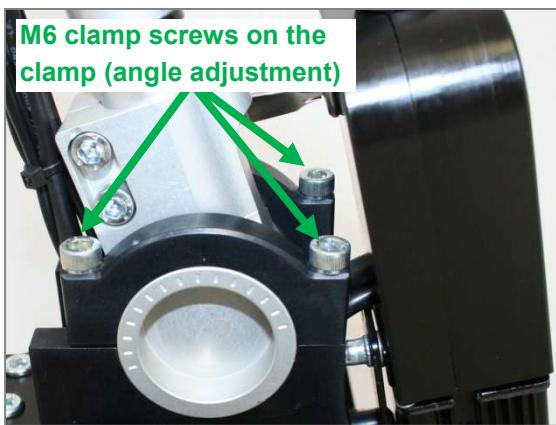


Figure 17: M6 clamp screws for adjusting the angle of the handlebar position

- For **smaller adjustment to the height of the handlebar position**, infinitely variable adjustments of **+/- 25 mm** can be made on the steering column mount. To adjust the height, two M6 clamp screws (AF 5 mm) must be loosened on the steering column mount. Then the steering column can be moved in its mount to the desired position. Then tighten the four M6 clamp screws (AF 5 mm) to 7 Nm torque and secure them with thread lock fluid.



Figure 18: M6 clamp screws for adjusting the height of the handlebar position

- **Larger adjustments to the height** can be made by replacing the steering column with a different length.

If you want to make a change to the handlebar position, please contact your rehabilitation specialist dealer or PRO ACTIV.

**!** Note that the lines and the cable lengths must be adjusted after making a large adjustment to the handlebar position.

### 20.2.3 Grips

The product is designed for two-handed operation. This means that the handles have to be firmly held with both hands while driving.



Figure 19: Handlebar with handles

## 20.3 Brakes

Generally, two driving brakes are fitted to the product – one of them with a locking option.

Please note that the braking effect can be strongly reduced by one or all of the following conditions:

- Worn tyre profile
- Soiled and wet tyres
- Wet, soiled, loose and uneven ground
- Dirt and wetness on the brakes and brake surfaces
- Changed weight load

### 20.3.1 Disk brake

The brakes are operated manually using the brake lever. On the **right-hand side** in the direction of travel is the brake lever equipped with a brake sensor (with recuperation function, see Chapter 20.5.5); on the **left-hand side** in the direction of travel is the brake lever without recuperation function.



Figure 20: Brake lever, left, without recuperation function



Figure 21: Brake lever, right, with recuperation function

**Tetra brake actuation option:** If the product is equipped with this option, braking is done by pressing the hand rest downwards.

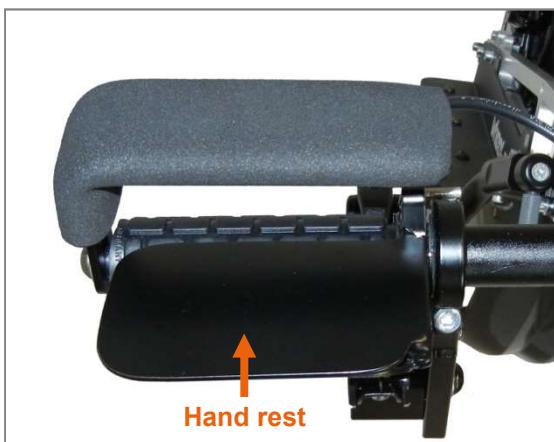


Figure 22: Tetra brake actuation option

⚠️ In the event of abrupt hard braking, there is a risk that you might fall forward with your upper body and thereby cause injuries to yourself.

⚠️ At regular intervals, check that the brake pads and discs are free from grease, oil or other contamination. In addition, check the thickness of the brake disc. The minimum thickness is printed on the brake disc. In addition, the brake pad thickness must be checked with a measuring calliper. The minimum pad thickness plus support material is 2.5 mm.

You can find further information in the brake manufacturer's instructions.

### 20.3.2 Parking brake

An **aluminium bracket** is attached to the handlebar mount as a parking brake. With it, one of the two brakes can be used as a parking brake. For this purpose, the aluminium bracket is clamped over the grip and the brake lever while the brake lever is depressed.



Figure 23: Aluminium bracket as a parking brake

A **parking disk brake with locking lever on the handlebar** is available as a parking brake option. The brake is lifted or released by turning the lever. The lever always maintains the set position. If the brake was applied while stationary, it must be released before starting the trip.

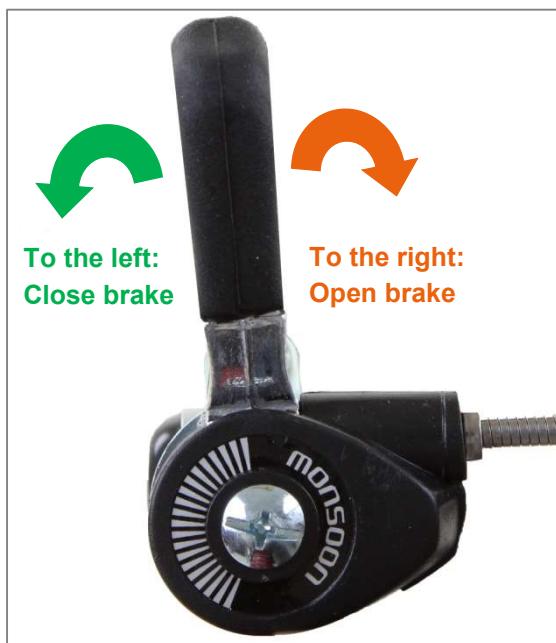


Figure 24: Locking lever of parking disk brake

## 20.4 Rechargeable battery pack

### 20.4.1 General instructions

Please refer to the accompanying documentation from the drive manufacturer concerning the handling as well as the insertion and removal of the rechargeable battery. Please always comply with the safety instructions in the usage instructions from the drive manufacturer.

**⚠** Improper handling of the rechargeable battery can cause electrolyte fluid to leak. This can cause skin injuries or damage to clothing. If skin or eyes come into contact with the electrolyte fluid, they must be rinsed with pure water and a doctor consulted immediately.

**⚠** The rechargeable batteries may not be exposed to heat or fire or be burned. External heat effects can cause the rechargeable batteries to explode. The rechargeable battery must not be submerged in water or be splashed with water. Always ensure that the rechargeable battery remains dry and clean.

**⚠** The rechargeable battery may not be opened or taken apart. Improper opening or deliberate destruction of the rechargeable battery bears the risk of severe injury. All warranty

claims expire when the rechargeable battery is opened.

**⚠** Rechargeable batteries that have suffered mechanical damage may no longer be used.

**⚠** The contacts of the rechargeable batteries must not be short-circuited. A short-circuit causes very high currents which could damage the rechargeable batteries and/or the product.

**⚠** The product's rechargeable batteries may only be charged using the original charger from the manufacturer which was supplied.

**⚠** The charger may only be used under dry conditions. Protect it from rain and humidity, fire and high temperatures. Avoid temperature fluctuations that can cause condensation.

**⚠** During the charging process, the charger may not be covered with any objects.

**⚠** Never unplug a connection when the system is switched on.

### 20.4.2 Change-over device for double rechargeable batteries

The change-over device lets you switch between the two rechargeable batteries ("Right" (R) and "Left" (L)).

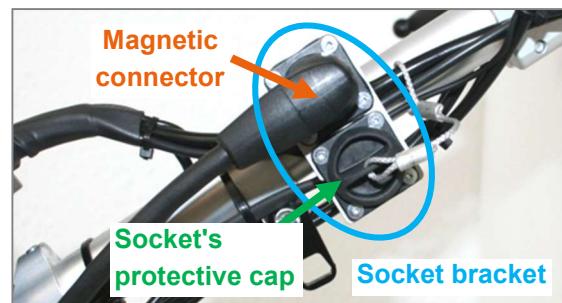
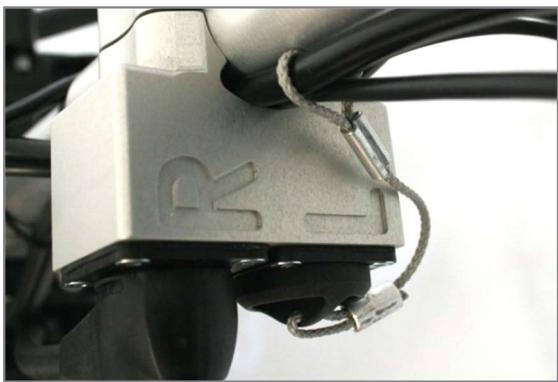


Figure 25: Socket bracket on the steering column with magnetic connector and protective cap



*Figure 26: Socket bracket on the steering column with marking "R" for the right rechargeable battery and "L" for the left rechargeable battery (seen from above)*

The following figure shows the position of the rechargeable battery's magnetic connector if the right "R" rechargeable battery is connected.



*Figure 27: Right rechargeable battery connected; magnetic connector in "R" socket*

To switch from the right rechargeable battery to the left rechargeable battery, both rechargeable batteries must be switched off with the ON/OFF button (chapter 20.5.1).



*Figure 28: On and off button on the rechargeable battery*

Now remove the protective cap on the "L" socket and insert the magnetic connector there. The socket protective cap is inserted in the "R" socket. Then switch the drive system back on.

**⚠️** To prevent short-circuits due to moisture, the protective cap must be placed on the socket that does not have a magnetic connector.

**⚠️** When reconnecting the rechargeable batteries, always switch the drive system off.

## 20.5 Drive system

The drive manufacturer's usage instructions are included with the product as a supplement to the supplied usage instructions. Operation of the drive system is described there in detail. Please observe the contents of these instructions. You can find a brief summary of some important topics in the following subchapters.

### 20.5.1 Switching on and off

To **switch on the rechargeable battery**, press the ON/OFF button on the rechargeable battery. Now the LEDs on the rechargeable battery's charging status indicator light up.



*Figure 29: ON/OFF button on the rechargeable battery*



Figure 30: Charging status display on the rechargeable battery

To **switch on the display**, press and hold down the ON/OFF button  for some seconds until the display is switched on.



Figure 31: ON/OFF button on the display



Figure 32: Display is switched on; support level is shown on the display (support level 0)

To **turn off the display**, press and hold down the ON/OFF button  for a few seconds. In this case, the rechargeable battery is still switched on. Therefore, to **switch off the entire drive system**, press the ON/OFF button on the rechargeable battery (Fig. 29).

After 5 minutes without activation, the display automatically switches off, the battery switches off after 30 minutes.

### 20.5.2 Driving forwards

To activate forward travel, slide the switch on the handlebar to the middle or left position.



Figure 33: Switch on the handlebar to engage reverse gear



Figure 34: Switch in middle position (forward gear)

To **set off**, switch on one of the 5 support levels using the UP (▲) and DOWN (▼) arrow keys on the display.



Figure 35: Selecting the support level on the display



Figure 36: Indicating the support level on the display (support level 1)

When setting the support level, it must be noted that the range of the rechargeable battery decreases when higher support levels are used.

After the support level has been set, the **driving signal transmitter** regulates the speed from 0 km/h up to the top speed.



Figure 37: Driving signal transmitter

To accelerate, press the drive signal transmitter down (with your thumb).



Figure 38: Press the drive signal transmitter down to accelerate

**Note:** If the product does not move off immediately when the drive signal transmitter is actuated, push the wheelchair product combination forward a few centimetres using the handrim so that the drive system receives references. You can then accelerate normally using the driving signal transmitter with the set support level.

**Tetra gas actuation option:** If the product is equipped with this option, you control the speed from 0 km/h to top speed using the hand rest. To accelerate, press the hand rest down. To reduce acceleration, reduce the pressure on the hand rest.



Figure 39: Tetra gas actuation option

### 20.5.3 Cruise control

To activate cruise control, press the cruise control button while driving to maintain the current speed. The symbol "C" (= constant) appears on the display. The cruise control function can be terminated by operating the brake lever with recuperation function (Chapter 20.3.1; Fig. 46) or the driving signal transmitter (Fig. 37).



Figure 40: Cruise control button on the handlebar

While cruise control is activated, the speed can be briefly reduced using the disk brake without recuperation function. When you take your hand off the brake again, the drive system accelerates to the set speed again.

#### 20.5.4 Reversing

To engage reverse gear, slide the switch on the handlebar to the right position.



Figure 41: Switch on the handlebar to engage reverse gear



Figure 42: Slide the switch on the handlebar (on the left-hand side in the direction of travel) to the right to engage reverse gear

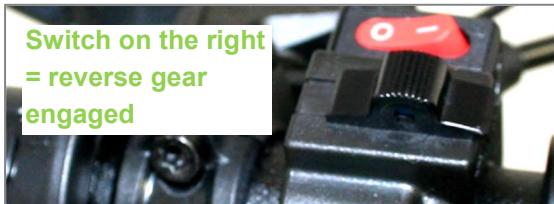


Figure 43: Switch on the handlebar to the right; reverse gear is engaged

Now the speed is controlled by pressing the **drive signal transmitter** downwards. In reverse gear, there is only one support level.



Figure 44: Press the drive signal transmitter down to accelerate

**Tetra gas actuation option:** If the product is equipped with this option, you use the hand rest to control the speed when reversing. To accelerate, press the hand rest down. To reduce acceleration, reduce the pressure on the hand rest.

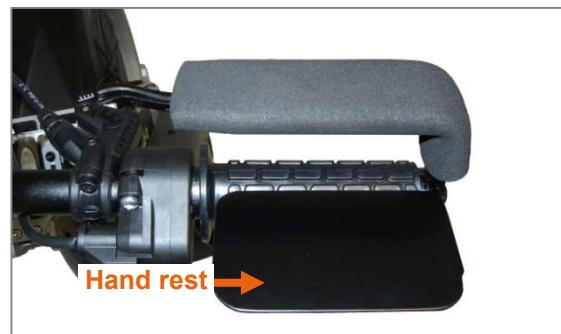


Figure 45: Tetra gas actuation option

#### 20.5.5 Recuperation (rechargeable battery re-charging)

When the product is equipped with a hydraulic disk brake, the **brake lever** with the brake sensor is mounted on the right. When you actuate this brake lever, support is automatically interrupted and simultaneously switched to recuperation mode.



Figure 46: Brake lever equipped with brake sensor with recuperation function during the braking process



Figure 47: Actuation button for the front lights

#### Note:

We recommend discontinuing acceleration via the drive signal transmitter before operating the brake lever equipped with the brake sensor. If you brake with this brake lever and thus switch to recuperation while the drive signal transmitter is still actuated, acceleration will not be possible directly after releasing the brake lever. First of all, release the drive signal transmitter. You can then accelerate again as usual using the drive signal transmitter.

When driving downhill for longer periods, you can keep the speed constant by switching on the cruise control (Chapter 20.5.3; Fig. 40).

## 20.6 Lights

The basic equipment includes a **light set with a separate rechargeable battery including a charger**. The front lights are installed on the front of the product and the rear lights are generally installed on the back cross bar on the back of the coupled wheelchair. The lights are switched on and off using the respective actuation button on the lights.



Figure 48: Actuation button for the rear lights

The **LED lighting set** can be selected as an option. The front lights are installed on the front of the product and the rear lights are generally installed on the back cross bar on the back of the coupled wheelchair. The front lights are run off the drive system rechargeable battery/rechargeable batteries and are also switched on and off using the drive system display.

To switch on the front lighting, press and hold ▲ for 3 sec. when the display is switched on. Now the  $\blacksquare$  symbol appears at the top centre of the display. To switch off, press and hold ▲ on the display again, for 3 seconds. Now the  $\blacksquare$  symbol in the display disappears. Please note that the maximum range of the product is reduced when the lights are switched on.



Figure 49: LED front lights



Figure 50: Display indication when light is switched on

The rear lights have their own battery supply and the lights are switched on and off using the actuation button on the lights (fig. 48).

## 20.7 Bell

The bell can be actuated with the thumb or index finger without letting go of the handlebar.



Figure 51: Bell

## 20.8 Manufacturer instructions

You will be instructed about the functions and operation of the drive system, brakes and other brand components during the hand-over/training. You can also get information later from the component manufacturers' enclosed usage instructions, or if needed, by asking your rehabilitation specialist dealer or PRO ACTIV.

In the download area of [www.proactiv-gmbh.com](http://www.proactiv-gmbh.com) under the links "more documents >>", we have put together the most important documents. More extensive information can be found on the manufacturers' websites:

Magura components:

[www.magura.com](http://www.magura.com)

Sigma:

[www.sigmasport.com/en/](http://www.sigmasport.com/en/)

Triride:

[www.trirideitalia.com/en/](http://www.trirideitalia.com/en/)

Subject to changes to the links provided by the component manufacturers.

## 21 Storage

Store the product on an easy-to-clean surface in a dry environment, preferably at room temperature from +15°C to +25°C.

For storage, please also observe the instructions in the other sections of these usage instructions and in the component and drive manufacturers' usage instructions included with the delivery, in particular the points about the rechargeable batteries and the electrical drive.

To avoid corrosion and therefore malfunctions or breakages of components, the product may not be exposed to any aggressive environmental influences (especially salt) or to any strong solar radiation. Because of the effect of salt water in the winter and the humidity on rainy days, it is not recommended to store the product in the garage.

**⚠** If the product is not used or is stored over a longer period, if necessary, before using it again, we recommend having a rehabilitation specialist dealer give it a general function and safety check.

**⚠** When the rechargeable batteries are stored or taken out of use, they should only be stored with a charge status of between 50% and 70% and must be charged to 70% again at the latest every two months. Before re-use, the rechargeable batteries must be completely charged.

**⚠** Store the rechargeable battery in a dry location where it is protected against damage and unauthorised access. The rechargeable battery should never be exposed to extreme temperature fluctuations and it should always be protected from moisture during storage to prevent corrosion of the plug contacts. If the product is stored in a cool location or in a location with temperature fluctuations, it is recommended that the rechargeable battery be removed and stored separately at an appropriately tempered location.

## 22 Transport

### 22.1 Securing handling of the product

The product must be uncoupled from the wheelchair when loading. When loading or transporting, the product can be held on the steering column and on the handlebar.

### 22.2 Passenger transport in vehicles



When transporting in vehicles, it must be noted that the product is not approved for use as a seat in vehicles or disabled person's vehicles when combined with a manual wheelchair. The product must be uncoupled from the wheelchair and secured in the vehicle. For transporting the wheelchair user or other persons with their wheelchairs in vehicles, observe the instructions in the usage instructions of the wheelchair.

### 22.3 Securing the product in a vehicle (without a person)

To reduce the weight when loading, the rechargeable batteries can be removed from the product and stored separately. The product and all associated components must be secured during transport so that they are not damaged and do not become a hazard to persons or other products. Before transport, check with your vehicle dealer about safely securing it using the existing fitted lashing rings or other securing devices. Suitable brackets are mostly available in the vehicle and are described in the operating manual of the vehicle.

When the product is in the transport vehicle, you or the person accompanying you should proceed as follows:

1. Operate the parking brake.
2. Secure and safely stow any components from the product which have been previously removed.
3. Objects that are installed to the product, but do not belong to the product, must be removed and securely stowed.
4. Secure the product with lashing straps. To do this, use the existing securing devices in the vehicle.

After securing, the product may not roll, slip or tip over to the side any more.

**⚠** The lashing straps used to secure the product in the transport vehicle may only be fitted to the components of the vehicle provided for that purpose and on the steering column and handlebar of the product.

**⚠** Do not transport the product on the front passenger seat. The product could slip and impede the driver.

**⚠** When loading and securing, make sure that the cables and lines do not get tangled, become kinked or otherwise damaged. The product may not be used with damaged cables and/or lines.

## 22.4 Transport in aircrafts

The lithium rechargeable batteries used are classified as hazardous goods for transport by air. It is not permitted to claim that there is a right to transport them by air. The decision about the transport is the sole responsibility of the airline and this should be discussed in advance of the flight or the booking.

## 23 Malfunctions

In the event of malfunctions that cannot be repaired by yourself based on the usage instructions included in the scope of delivery, please contact your rehabilitation specialist dealer or PRO ACTIV directly.

 Malfunctions must be repaired before any further use or, if they occur during the trip, it must be interrupted immediately.

All serious incidents that have occurred in connection with the product must be reported to the manufacturer and the responsible authority in the state in which the user resides.

## 24 Cleaning and care

Regular cleaning of the product is prescribed to prevent the components becoming clogged up due to dirt. In particular, the product should be carefully cleaned after every major use, e.g. summer or winter holidays.

To avoid corrosion and therefore malfunctions or breakages of components, the product may not be exposed to any aggressive environmental influences. If this cannot be avoided, the product should be cleaned immediately after such use and moving parts need to be greased. Regular cleaning prevents corrosion and increased wear.

In case the product becomes wet when using, dry it after use.

 Clean your product with water, solvent or neutral cleaning agents. Do not use any abrasive cleaning agents or aggressive, acidic cleaners when cleaning.

 Drive and grip units, as well as the rechargeable batteries, may only be cleaned by rubbing off with a damp (not wet) cloth. Always work with just a little water and keep water away from the electrical contacts.

 The charger may only be cleaned with a dry cloth.

The drive wheel should be regularly cleared of contamination. It is recommended that you use a soft sponge or a soft brush.

After cleaning, check to make sure that the plug connectors are not damp and, if required, allow them to dry before re-starting the product.

In addition, the plug connectors should be lubricated with petroleum jelly after cleaning to protect them against corrosion and moisture.

 The product must not be cleaned using steam or high pressure.

### Recommended care:

If you need care products for your product, please contact PRO ACTIV.

## 25 Maintenance

### 25.1 General instructions

The product is not a maintenance-free device. Therefore, please observe the following instructions about maintenance.

 If repairs are required or there are any defects in your product, in the interests of your own safety, you should contact your rehabilitation specialist dealer or PRO ACTIV before using it again and have the defect remedied. Screws and other elements need to be secured properly again after repairs.

 For tyres with tread: As soon as there is one or more points with less than 1 mm of tread on the product or the adapted wheelchair, the tyres must be changed since otherwise there is an increased risk of an accident.

**⚠** For tyres without thread: As soon as there is one or more points where the tyre carcass or the accident protection is visible on the product or the adapted wheelchair, the tyres must be changed since otherwise there is an increased risk of an accident.

**⚠** When maintaining the brakes and the drive system, it is imperative that the manufacturer usage instructions which were included in delivery are followed.

**⚠** Only manufacturer's original parts may be used when ordering spare parts.

**⚠** Repairs and conversions to the product may only be carried out by your rehabilitation specialist dealer or PRO ACTIV.

Tightening torques and securing details for fastening elements as shown in the table in chapter 30 must be observed.

## 25.2 Service schedules

There is some **maintenance work or checks which should be carried out by the user themselves** at regular intervals (approximately every 4 weeks depending on the frequency of use):

- Check the tyres for damage, foreign bodies and any cracks that form.
- Check the cable housings are seated correctly and tightly in the cable holders.
- Cables and lines should be checked for kinks and crushing.
- Check the brake pads.
- Check the plug contacts of the drive system; if required clean with a soft, dry brush and re-grease (using petroleum jelly).
- Check the tyre pressure and correct if needed (the tyre pressure should always be as printed on the tyre covers).

**⚠** If you should discover any problems during these checks, please immediately contact your rehabilitation specialist dealer or PRO ACTIV. Service and repair work on the product may only be carried out by your rehabilitation specialist dealer or PRO ACTIV.

In addition to these maintenance tasks/checks by the user, PRO ACTIV has prescribed **maintenance tasks to be carried out by the rehabilitation specialist dealer or PRO ACTIV** for safe operation of the product and to minimise the risk to the user or third-parties.

The initial inspection is performed after running 200 kilometres or 5 months after delivery (whichever comes first). The maintenance schedule can be found in the inspection lists in chapter 33.

Subsequent inspections are then always performed after 1,000 kilometres running or a period of 1 year after the last inspection (whichever comes first). The maintenance schedule can be found in the inspection lists in chapter 33.

After extreme stresses, such as during holidays where the product was exposed to sand, sea water or snow, an additional deep clean and inspection by your rehabilitation specialist dealer is recommended.

To maintain the warranty validity, the performance of the maintenance tasks must be documented. Any faults identified during maintenance work must be rectified and documented as such before further use of the product.

Even if your product does not show any signs of wear, damage or malfunctions, the regular safety-related checks on your product must be carried out in accordance with the maintenance schedule.

### 25.3 Proof of maintenance

To provide proof of the maintenance, you can use the inspection lists in Chapter 33. Always keep all receipts/service reports as proof, and have any service work that has not been carried out by the manufacturer documented.

**Please bring these usage instructions/ the service booklet along with you each time maintenance is performed.**



According to the WEEE Directive, electric and electronic devices must be disposed of in government-designated recycling facilities separate from general residual waste. Proper disposal serves to prevent possible environmental and health damage. These guidelines are applicable only to devices that are installed or operated in the EU. Regulations may differ outside of the European Union.

## 26 Disposal and recycling

At the end of the service life, the product can be disposed of by PRO ACTIV or your rehabilitation specialist dealer in a proper, environmentally-friendly manner.

The disposal or recycling must be carried out by a waste disposal company or a municipal waste disposal centre.

Special guidelines may apply on-location with regard to the disposal or recycling. These must be clarified and considered when disposing (this may also include the cleaning or disinfection of the product before the disposal). In addition, the special provisions of the local regulations regarding the disposal of the drive system and the rechargeable batteries must be observed.

In the following text, you will find a description of the materials for the disposal and recycling of the product and its packaging:

**Aluminium:** Frame, rim

**Steel:** Fastening points, screws, nuts

**Plastic:** Handles, tyres, battery housing, bags for packing

**Copper:** Cable and electrical components in the drive system

**Lithium:** Rechargeable battery

**Cardboard/paper:** Packaging

## 27 Re-use

If your product has been provided to you by your funding provider and you no longer require it, you should report this fact to your health insurance company or your rehabilitation specialist dealer. Your product can then be simply and economically re-used.

Prior to each re-use, a technical safety check must be carried out on the product at PRO ACTIV or the rehabilitation specialist dealer. In addition to the instructions contained in chapter 24 (Cleaning and care), a thorough cleaning of the grips, all control elements as well as the rechargeable battery housing must be carried out prior to re-use.

Before the product can be reused, it must be prepared with care. A disinfection agent that is suitable for medical products must be sprayed onto all surfaces that the user may come into contact with. A liquid, alcohol-based disinfectant for residue-free, quick disinfection (e.g. Exporit 4712) must be used for this, and the respective usage instructions for use of the disinfectant must be observed.

These preparations will be performed by PRO ACTIV or the rehabilitation specialist dealer as part of the technical safety check. This safety-related check **must** be initiated by the funding provider.

Moreover, in event of wear or due to adaptation to the new user, components can be adjusted or replaced using the modular system. The angle of the steering column can be adjusted and therefore the handlebar position can be adjusted for the new user.

## 28 Warranty

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PRO ACTIV guarantees that the product was free of any defects at the time it was handed over. This warranty expires 24 months after the product was delivered.

Further information can be found in PRO ACTIV's general terms and conditions at [www.proactiv-gmbh.com](http://www.proactiv-gmbh.com).

With regard to the warranty and guarantee for the drive system, please refer to the usage instructions of the drive manufacturer.

The warranty shall be null and void if the product or a part needs to be repaired or replaced due to the following reasons:

- Normal wear on components such as rechargeable batteries, grips, tyres, brakes, etc.
- The product has not been maintained and serviced in accordance with the maintenance schedule laid down by PRO ACTIV.
- The product or a part of the product has been damaged due to neglect, accident, or improper use.
- The product has been commissioned and used in non-compliance with these usage instructions.
- Repairs or other work have been carried out by non-authorised persons.
- Third-party parts have been installed or connected to the product or the product has been otherwise modified.

**⚠** Any modifications to the product which have not been expressly approved by PRO ACTIV will invalidate the warranty. Such modifications can lead to unforeseeable safety risks and are therefore not permitted.

## 29 Liability

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As the manufacturer of the product, PRO ACTIV is not responsible for its safety if:

- The product is handled improperly.
- The product is not maintained in accordance with the maintenance schedule laid down by PRO ACTIV.
- The product is commissioned and used in non-compliance with these usage instructions.
- Repairs or other work are carried out by non-authorised persons.
- Third-party parts have been installed or connected to the product or the product has otherwise been modified.
- Changes are made to the software.

Further information can be found in PRO ACTIV's general terms and conditions at [www.proactiv-gmbh.com](http://www.proactiv-gmbh.com).

## 30 Appendix: Tightening torques and securing details

The following table shows the torques for shaft screws with a metric control thread (valid providing the drawing, assembly, or usage instructions do not state different values!):

Dimension	Tightening torque Ma in Nm depending on the screw strength	
	Strength 8.8 (e.g., cylinder head screw)	Strength 10.9 (e.g., oval head screw)
M4	2.1	3.1
M5	4.2	6.1
M6	7.3	11
M8	17	26
M10	34	51
M12	59	87
M10 x 1	36	53

Securing details: All screws on PRO ACTIV products should be secured with thread lock fluid "medium strength" (e.g. Weicon AN302-43), where there are no securing clamps on the screw connections present or there is a lubrication requirement with grease or copper paste.

In the following table you will find tools and care products for your PRO ACTIV product:

Tool	Order number
<b>Care kit for PRO ACTIV wheelchairs and handbikes</b> Assembly paste (dosing syringe 10 g), Neoval oil (spray 100 ml), screw lock, medium strength (pen system 10 ml), surface cleaner (spray 150 ml), terminal grease (tube 50 ml)	8000 900 026

## 31 Appendix: Medical product passport/record of training

### Product specifications:

Serial number: **SN** \_\_\_\_\_

Key number/s: \_\_\_\_\_

### Customer data:

Surname, forename: \_\_\_\_\_

Street: \_\_\_\_\_

Postcode, city: \_\_\_\_\_

Phone: \_\_\_\_\_

Paying organisation: \_\_\_\_\_

### Training carried out by:

**Rehabilitation specialist dealer**

**PRO ACTIV Field Representative/  
Product adviser**

Stamp / Date / Rehabilitation specialist dealer's signature

### Record of training

I /we have been instructed in accordance with the associated hand-over certificate about the operation of the product listed and informed about possible operator errors. I /we have also been advised about situations where the assistance of another person is required. The usage instructions were handed to me/us.

#### Instructor

Name, date, signature \_\_\_\_\_

#### 1. Person being trained

Name, date, signature \_\_\_\_\_

#### 2. Person being trained

Name, date, signature \_\_\_\_\_

#### 3. Person being trained

Name, date, signature \_\_\_\_\_

For minors, or persons who are not responsible for their actions, legal guardians/supervisors/responsible persons are to be trained in the use. This is confirmed by their signature. The data are recorded in the feedback system of PRO ACTIV Reha-Technik GmbH as the manufacturer of the above named product. It is managed in accordance with § 16 BDSG (German Data Protection Law).

## 32 Appendix: Hand-over certificate

### 32.1 Required compliance criteria to authorise use

Topics	Completed/ fulfilled	Remarks
The product is suitable for the customer based on their own judgement and the customer information received regarding the disability-related restrictions.		
The use intended by the customer is fully consistent with the intended use as described in the usage instructions (see Chapter "Purpose and indication").		
The product's equipment is suitable to allow the customer safe use with maximum reduction of risks.		
The customer was informed about the current/applicable regulations in accordance with the road traffic regulations (please also observe the chapter "Important legal information" here).		
The customer's driving ability was checked during a test drive in difficult driving situations and found to be appropriate (see the check list on the following page).		
If the product is to be used on public roads, the user, according to their own statements, or those of the legal representative or guardian and the assessment of the person providing the training, is able to meet the requirements of public traffic in full and to act accordingly. This ability to act, which is the basis for reducing the risk for the user and other road users to an acceptable level, is also completely achievable taking current illnesses/disabilities into full account.		
The customer was informed that in the event of a change in the driving capability, further use of the product must be assessed by a medical professional.		
The usage instructions - and explicitly all of the warning and safety instructions they contain - were discussed during the training in detail and understood by the user. The user was then handed these operating instructions.		

The use of the product is only permitted when all topics listed in "Required compliance criteria for those permitted to use" have been met by the user and all the points have been ticked off in the "Check list for training the user".

## 32.2 Check list for training the user

Topics	Complet-ed/ fulfilled
Advised of the applicable legal regulations when driving on public roads.	
All mechanical function control elements were explained and their function demonstrated.	
Adaptation of the adapter to the wheelchair and removing the adapter from the wheelchair have been demonstrated and then performed by the user themselves and/or an assistant.	
Adaptation and uncoupling the product to/from the wheelchair have been demonstrated and then performed by the user themselves and/or an assistant.	
Adaptation of the wheelbase extension on the wheelchair – if available – was demonstrated and then performed by the user themselves and/or their assistant.	
Repositioning the wheelchair drive wheels from the standard position in the wheelbase extension sockets – if fitted – has been demonstrated and then performed by the user themselves and/or an assistant.	
Functioning of the parking stand was demonstrated and then tested by the user themselves and/or an assistant.	
Operation and basic settings on the display as well as on the drive system control elements were demonstrated and then tested by the user themselves and/or an assistant.	
Use of the drive signal transmitter (forwards and backwards) has been demonstrated and then tested by the user themselves and/or an assistant.	
Operation of the drive system and the reaction of the drive system to the various settings has been demonstrated and then performed by the user themselves and/or an assistant.	
Removal and insertion of the rechargeable batteries as well as operation of the change-over device – if fitted – has been demonstrated and then performed by the user themselves and/or an assistant.	
Handling and charging the rechargeable batteries as well as the charger functions have been demonstrated and then performed by the user themselves and/or an assistant. The instructions about charging the rechargeable batteries during a prolonged period of non-use/storage of the product are important here.	
Use of the parking brake and the service brakes was demonstrated and then performed by the user themselves and/or an assistant.	
The operation and function of the bell was demonstrated and then performed by the user themselves and/or an assistant.	
Use of the lights was demonstrated and then performed by the user themselves and/or an assistant.	
Test drive: Forward and backwards travel	
Test drive: Driving on level ground and uphill and downhill in the direction of travel	
Test drive: Emergency stop from maximum speed	
Information for care, cleaning and maintenance of the product has been provided and understood by the user and/or an assistant.	
Information on the wheel with regard to inflation pressure and tread depth has been provided and understood by the user and/or an assistant.	
Information on regular checks of the brakes has been provided and understood by the user and/or an assistant.	
Information on checking the lines and cables has been provided and understood by the user and/or their assistant.	
The content of the usage instructions from PRO ACTIV and the other component manufacturers (if available) have been completely worked through based on the product training and were understood by the user and/or the assistant.	

### 32.3 Important legal information

The regulations of the respective country in the respectively valid version must be observed.

#### **Speed-dependent legal regulations (excerpt) in Germany for driving on public areas, roads, paths, and spaces**

<u>Up to 6 km/h:</u>	<u>6 km/h to 15 km/h:</u>
<ul style="list-style-type: none"> <li>• No driving permit required</li> <li>• No operating permit required</li> <li>• No insurance obligation (liability insurance recommended)</li> <li>• No number plate obligation</li> </ul>	<ul style="list-style-type: none"> <li>• No driving permit required</li> <li>• Operating permit obligation</li> <li>• Insurance coverage required</li> <li>• License plate obligation (moped license plate)</li> </ul>

#### **When driving on public areas, roads, paths, and spaces, according to the road traffic regulations (StVZO) in Germany, the product must always be equipped with...**

- Front and rear lights
- Side reflectors in the wheels on the right and left of the adapted wheelchair
- Bell
- Parking brake

Before each trip with the product, check that this equipment is fully functional and visible. The visibility of the reflectors and the front and rear lights may not be hidden by objects attached to the product.

#### **Legal information**

##### **Equipment with a programmed top speed of 6 km/h (Switzerland: 10 km/h)**

PRO ACTIV delivers the product with a display for the electrical drive system that supports a top speed of 6 km/h (Switzerland: 10 km/h). With this equipment, the product can be used in public areas and on the road without an insurance plate.

##### **Optional equipment with a maximum speed of 15 km/h with an assigned individual operating permit.**

PRO ACTIV delivers the product with an electric drive system that supports a maximum speed of 15 km/h. With this equipment, the product can be used in public areas and on the road with an insurance plate.

##### **Optional equipment with an additional, unlockable top speed of 15 km/h or 24 km/h**

Optionally, a second speed level with a maximum speed of 15 km/h or 24 km/h can be ordered. This speed level can be unlocked via a "key switch" on the control box with a separate, removable key. PRO ACTIV would like to point out that the use of the product with this additional speed level display is only permitted with an individual permit (15 km/h) or 24 km/h in certain countries on public roads and otherwise only on private property. Without an insurance plate and operating approval, driving the product with a maximum speed of 15 km/h or 24 km/h is not permitted in Germany on public areas, roads, paths and spaces in accordance with the road traffic regulations. It is also not permitted to use it on cycle paths according to the road traffic regulations in Germany. PRO ACTIV would also like to point out that the use of the product with a maximum speed of 15 km/h or 24 km/h without operating permit on public areas, roads paths and spaces in Germany is an offence against the insurance obligation in accordance with Art. 1 of the German Compulsory Liability Insurance Law, for which the user could be punished in accordance with Art. 6 Para. 1 of the German Compulsory Liability Insurance Law.

If the product is to be used in another country giving a top speed of 15 km/h or 24 km/h, the user must first find out about the applicable regulations and laws in that country.

### 33 Appendix: Inspection lists

**Initial inspection:** After 200 km or after 5 months

Serial number: <b>SN</b> _____	OK/ carried out	not OK	resolved
Kilometre reading: _____			
Check that all screws/fastening elements are firmly seated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Functional and safety check of all lights (if fitted), steering and adaptation to the product and the adapted wheelchair/wheelchairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the adapter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the brakes and, where necessary, replace the brake fluid, brake pads, brake cables, and tyres on the product and wheelchair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the electrical connections and the drive signal transmitter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the spoke tension of the drive wheel and, if required, correction of the tension/recentring as well as check of the axle nuts of the drive wheel for firm seating (tightening torque 40 Nm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OK / carried out = OK | not OK = not OK | resolved = the fault was corrected

<b>Comments:</b>
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<b>Rehabilitation specialist dealer:</b> _____	<b>Stamp:</b> _____
<b>First name and last name of contact:</b> _____	<b>Date/signature</b> _____

To maintain the warranty rights, the completed inspection list must be sent by e-mail or post to PRO ACTIV within four weeks of the inspection.

**Subsequent inspection:** After another 1,000 km or 1 year after the last inspection or after heavy use

Serial number: <b>SN</b> _____	OK / carried out	not OK	resolved
Kilometre reading: _____			
Check that all screws/fastening elements are firmly seated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean and oil/grease all pivot points and bearings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a visual inspection of the frame and attachments for crack formations, deformations, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the brakes and, where necessary, replace the brake fluid, brake pads, brake cables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the capacity of the rechargeable battery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the electrical connections and the drive signal transmitter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check of the control parameters and functionality of the drive system; perform a software update if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the spoke tension of the drive wheel and, if required, correction of the tension/recentring as well as check of the axle nuts of the drive wheel for firm seating (tightening torque 40 Nm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the drive wheel and, if required, replace the tyre on the product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of all lights (if fitted), steering and adaptation on the product and the adapted wheelchair/wheelchairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the adapter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Test drive/functional test	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OK / carried out = OK | not OK = not OK | resolved = the fault was corrected

**Comments:**

**Rehabilitation specialist dealer:**

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**First name and last name of contact:**

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**Stamp:**

Date/signature

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Check of the control parameters and functionality of the drive system; perform a software update if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the spoke tension of the drive wheel and, if required, correction of the tension/recentring as well as check of the axle nuts of the drive wheel for firm seating (tightening torque 40 Nm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the drive wheel and, if required, replace the tyre on the product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of all lights (if fitted), steering and adaptation on the product and the adapted wheelchair/wheelchairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**First name and last name of contact:**

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Date/signature

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Serial number: <b>SN</b> _____	OK / carried out	not OK	resolved
Kilometre reading: _____			
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Check the capacity of the rechargeable battery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the electrical connections and the drive signal transmitter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check of the control parameters and functionality of the drive system; perform a software update if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the spoke tension of the drive wheel and, if required, correction of the tension/recentring as well as check of the axle nuts of the drive wheel for firm seating (tightening torque 40 Nm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the drive wheel and, if required, replace the tyre on the product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of all lights (if fitted), steering and adaptation on the product and the adapted wheelchair/wheelchairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the adapter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Check of the control parameters and functionality of the drive system; perform a software update if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the spoke tension of the drive wheel and, if required, correction of the tension/recentring as well as check of the axle nuts of the drive wheel for firm seating (tightening torque 40 Nm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the drive wheel and, if required, replace the tyre on the product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of all lights (if fitted), steering and adaptation on the product and the adapted wheelchair/wheelchairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the adapter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Test drive/functional test	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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**Stamp:**

Date/signature

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**Subsequent inspection:** After another 1,000 km or 1 year after the last inspection or after heavy use

Serial number: <b>SN</b> _____	OK / carried out	not OK	resolved
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Check of the control parameters and functionality of the drive system; perform a software update if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the spoke tension of the drive wheel and, if required, correction of the tension/recentring as well as check of the axle nuts of the drive wheel for firm seating (tightening torque 40 Nm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the drive wheel and, if required, replace the tyre on the product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of all lights (if fitted), steering and adaptation on the product and the adapted wheelchair/wheelchairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the adapter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**Rehabilitation specialist dealer:**

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**First name and last name of contact:**

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**Stamp:**

Date/signature

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To maintain the warranty rights, the completed inspection list must be sent by e-mail or post to PRO ACTIV within four weeks of the inspection.

**Subsequent inspection:** After another 1,000 km or 1 year after the last inspection or after heavy use

Serial number: <b>SN</b> _____	OK / carried out	not OK	resolved
Kilometre reading: _____			
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Check of the control parameters and functionality of the drive system; perform a software update if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the spoke tension of the drive wheel and, if required, correction of the tension/recentring as well as check of the axle nuts of the drive wheel for firm seating (tightening torque 40 Nm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the drive wheel and, if required, replace the tyre on the product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of all lights (if fitted), steering and adaptation on the product and the adapted wheelchair/wheelchairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the adapter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Test drive/functional test	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OK / carried out = OK | not OK = not OK | resolved = the fault was corrected

**Comments:**

**Rehabilitation specialist dealer:**

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**First name and last name of contact:**

---

**Stamp:**

Date/signature

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To maintain the warranty rights, the completed inspection list must be sent by e-mail or post to PRO ACTIV within four weeks of the inspection.

**Subsequent inspection:** After another 1,000 km or 1 year after the last inspection or after heavy use

Serial number: <b>SN</b> _____	OK / carried out	not OK	resolved
Kilometre reading: _____			
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Clean and oil/grease all pivot points and bearings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a visual inspection of the frame and attachments for crack formations, deformations, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the brakes and, where necessary, replace the brake fluid, brake pads, brake cables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the capacity of the rechargeable battery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the electrical connections and the drive signal transmitter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check of the control parameters and functionality of the drive system; perform a software update if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the spoke tension of the drive wheel and, if required, correction of the tension/recentring as well as check of the axle nuts of the drive wheel for firm seating (tightening torque 40 Nm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the drive wheel and, if required, replace the tyre on the product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of all lights (if fitted), steering and adaptation on the product and the adapted wheelchair/wheelchairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the adapter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Test drive/functional test	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OK / carried out = OK | not OK = not OK | resolved = the fault was corrected

**Comments:**

**Rehabilitation specialist dealer:**

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**First name and last name of contact:**

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**Stamp:**

Date/signature

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To maintain the warranty rights, the completed inspection list must be sent by e-mail or post to PRO ACTIV within four weeks of the inspection.

**Subsequent inspection:** After another 1,000 km or 1 year after the last inspection or after heavy use

Serial number: <b>SN</b> _____	OK / carried out	not OK	resolved
Kilometre reading: _____			
Check that all screws/fastening elements are firmly seated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean and oil/grease all pivot points and bearings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a visual inspection of the frame and attachments for crack formations, deformations, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the brakes and, where necessary, replace the brake fluid, brake pads, brake cables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the capacity of the rechargeable battery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the electrical connections and the drive signal transmitter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check of the control parameters and functionality of the drive system; perform a software update if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the spoke tension of the drive wheel and, if required, correction of the tension/recentring as well as check of the axle nuts of the drive wheel for firm seating (tightening torque 40 Nm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the drive wheel and, if required, replace the tyre on the product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of all lights (if fitted), steering and adaptation on the product and the adapted wheelchair/wheelchairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the adapter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Test drive/functional test	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Carry out a functional and safety check of the brakes and, where necessary, replace the brake fluid, brake pads, brake cables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the capacity of the rechargeable battery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the electrical connections and the drive signal transmitter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check of the control parameters and functionality of the drive system; perform a software update if necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check the spoke tension of the drive wheel and, if required, correction of the tension/recentring as well as check of the axle nuts of the drive wheel for firm seating (tightening torque 40 Nm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the drive wheel and, if required, replace the tyre on the product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of all lights (if fitted), steering and adaptation on the product and the adapted wheelchair/wheelchairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out a functional and safety check of the adapter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Test drive/functional test	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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**Comments:**

**Rehabilitation specialist dealer:**

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**First name and last name of contact:**

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**Stamp:**

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Date/signature

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Your rehabilitation specialist dealer:



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