

### ***Regular wheelchair maintenance is important!!***

As with all vehicles and equipment, a wheelchair will perform at its best when it is kept in good condition through appropriate maintenance. Maintaining a wheelchair is not hard, nor does it take a very long time; it is a matter of small, quick tasks, done at the right time and with the right tools. This document provides an outline for general maintenance that can be applied to most wheelchairs. In some cases manufacturers will provide specific guidelines for the maintenance of their products. It is advisable to become familiar with any maintenance recommended by the manufacturer of your chair or other equipment in the provided user manuals.

In addition to (not instead of) regular maintenance, it is recommended that a wheelchair be serviced more thoroughly every 12 months. There are a number of known wheelchair repair and service providers available; at the time of writing the Independent Living Centre has published a list of providers on their website ([http://ilcnsw.asn.au/minor\\_groups/652/list/1](http://ilcnsw.asn.au/minor_groups/652/list/1))

The frequency of different maintenance procedures is highly dependent on the environment in which the chair is used, e.g. a wheelchair used for long hours, long distances or in a rugged environment will need greater maintenance than a chair used infrequently or predominantly indoors. However, irrespective of where the chair is used or the frequency of attention that is required, all chairs need maintenance to keep them functioning as well as possible.

### ***Recommended equipment for performing regular maintenance:***

- Tyre pump,
- Set of Allen keys and spanners to match chair (either Metric, Imperial or both depending on region on manufacture),
- Light oil for general lubrication of mechanical parts (e.g. sewing machine oil),
- Upholstery restorer for vinyl or general purpose protectant spray.

### ***For more information: (therapist to complete details)***

Contact Name:			
Phone Number:	(    )	Fax Number:	(    )
E-mail:			
Website:			

**OR** Contact your supplier

**OR REFER TO:** MASS MWC Maintenance document:  
<http://www.health.qld.gov.au/mass/docs/resources/equipment/maintcheckmwc.pdf>

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# Wheelchair Maintenance Guidelines

NSW State Spinal Cord Injury Service

## Sample Maintenance Calendar – Manual Wheelchair (4 week cycle)

Week 1	Week 2	Week 3	Week 4
<ul style="list-style-type: none"> <li>• Check tyre inflation,</li> <li>• Check tyre tread for wear and tear,</li> <li>• Check the wheel lock brakes for tightness and effectiveness,</li> <li>• Ensure wheelchair rolls in a straight line.</li> </ul>	<ul style="list-style-type: none"> <li>• Clean frame down with water and mild detergent,</li> <li>• Check nuts and bolts are tight, if any are loose mark them with liquid paper or a paint pen,</li> <li>• Tighten any loose bolts (do not over tighten).</li> </ul>	<ul style="list-style-type: none"> <li>• Clean castor wheels and axles (remove hair/lint etc.),</li> <li>• Clean main wheel axles (use rag with a drop or two of oil for lubrication),</li> <li>• Ensure free action of quick release components (lubricate if needed).</li> </ul>	<ul style="list-style-type: none"> <li>• Clean frame down with water and mild detergent,</li> <li>• Inspect frame for bends, cracks, or other wear and tear,</li> <li>• Inspect upholstery for damage, use fabric cleaner and/or vinyl restorer as appropriate,</li> <li>• Check armrests/leg rests/backrests/ headrests for wear and tear.</li> </ul>
<ul style="list-style-type: none"> <li>• Arrange a full wheelchair service every 12 months,</li> <li>• If you notice any damage or the chair is beginning to feel or drive unusually – inform your therapist, service team or supplier straightaway.</li> </ul>			

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