

# WHEELCHAIR

## SERVICE TRAINING PACKAGE

# WHEELCHAIR SERVICE STEPS

1



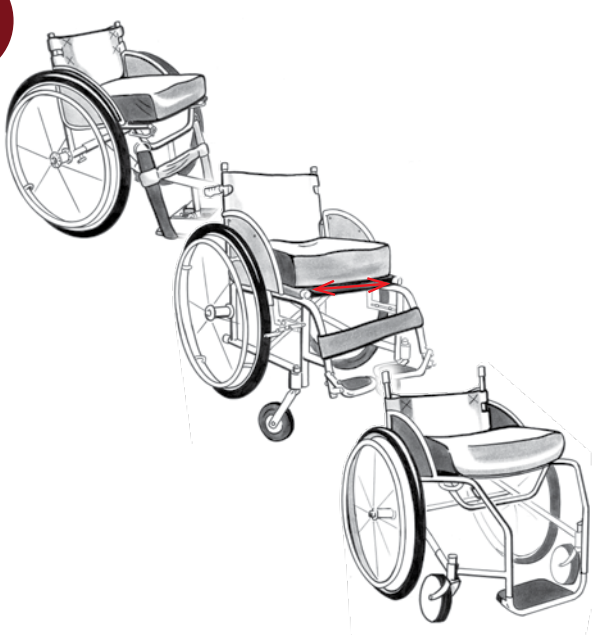
Appointment  
and referral

2



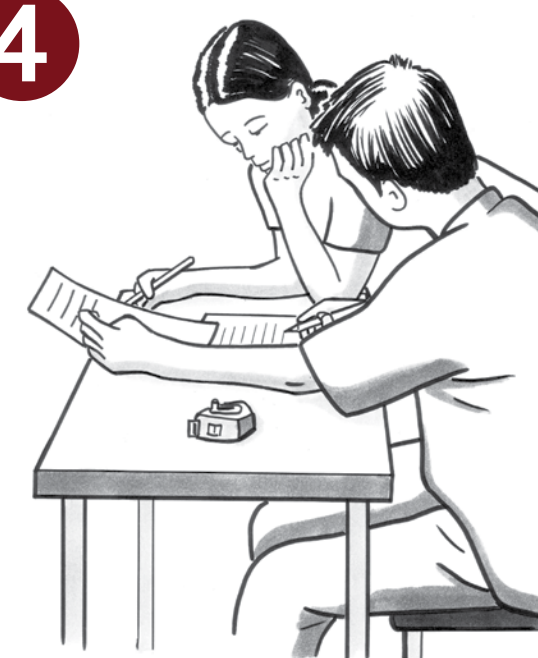
Assessment

3



Prescription  
(selection)

4



Funding and  
ordering

5



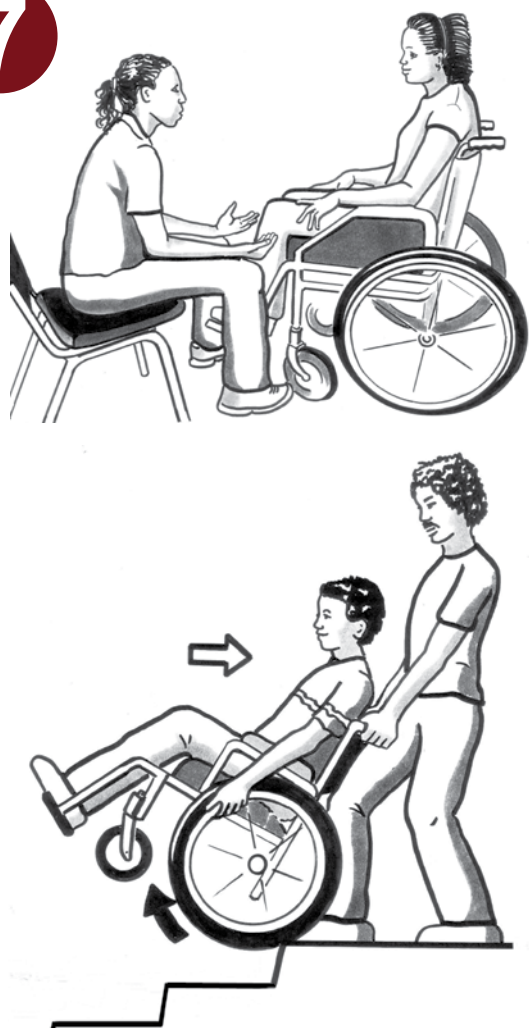
Product  
(wheelchair)  
preparation

6



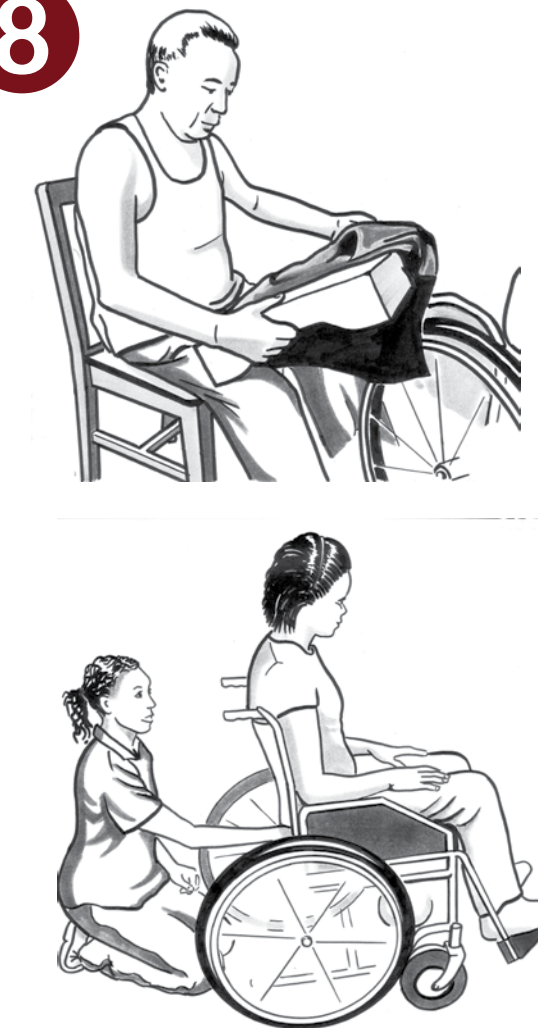
Fitting

7



User training

8



Maintenance,  
repairs and  
follow up



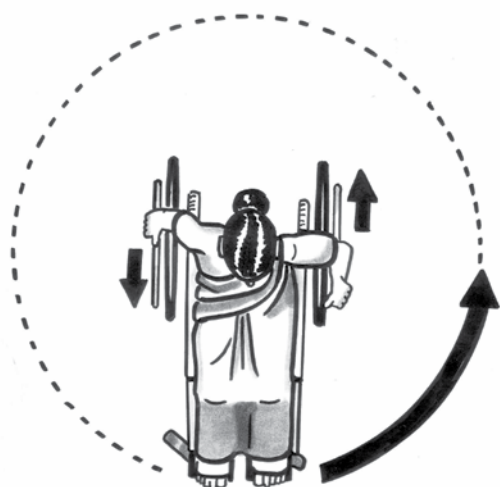
## WHEELCHAIR SERVICE TRAINING PACKAGE

### PUSHING



- To use less effort while pushing, push from 10 o'clock to 2 o'clock position with long smooth action.

### TURNING



- Hold one push rim towards the front and the other towards the back;
- Pull the forwards hand backwards and push the backward hand forwards at the same time.

### UP SLOPES



- Lean forward – this helps stop the wheelchair tipping;
- To stop or rest – park the wheelchair side-ways.

### DOWN SLOPES



- Lean backwards;
- Let the push rim slide slowly through the hands.



- Experienced wheelchair users who are able to do a 'wheelie' may roll down a slope on their back wheels. This is very efficient.

### UP STEPS WITH ASSISTANCE



- Go up backwards;
- Tilt wheelchair onto back wheels;
- Assistant pulls backwards and upwards;
- Wheelchair user can assist by pulling the push rims backwards.

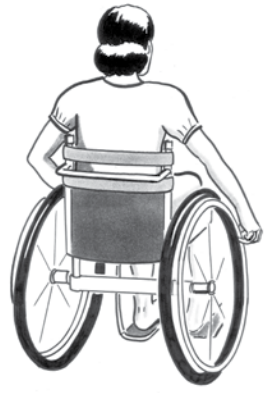
### DOWN STEPS WITH ASSISTANCE



- Go down forwards;
- Tilt the wheelchair onto back wheels;
- Assistant lets the back wheels slowly roll down one step at a time;
- Wheelchair user can assist by controlling the push rims.

# PRESSURE SORES

A pressure sore is an area of damaged skin and flesh that is caused by:



**1. Pressure**



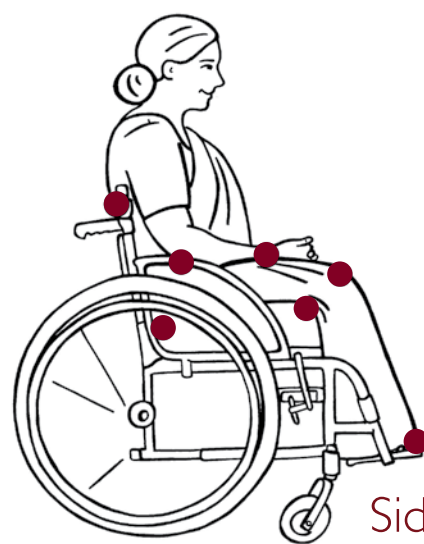
**2. Friction**



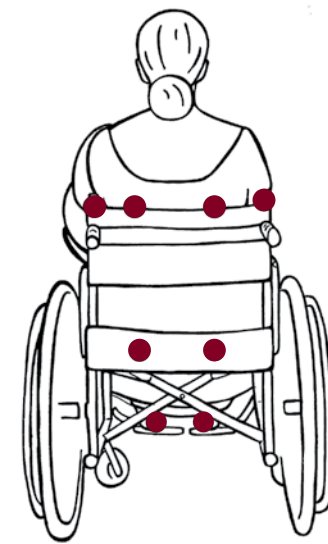
**3. Shear**

People who cannot feel (have no sensation) are most at risk of developing a pressure sore.

**Common areas  
where pressure  
sores might occur:**



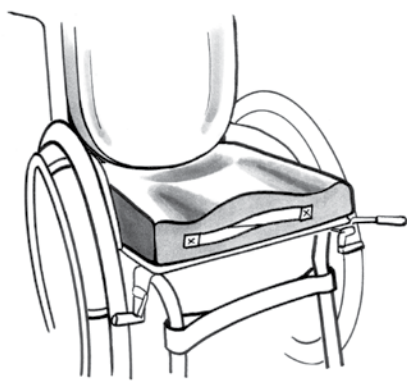
Side view



Back view

**How can pressure sores be prevented?**

**1**



**Use pressure  
relief cushions**

**2**



**Sit upright**

**3**



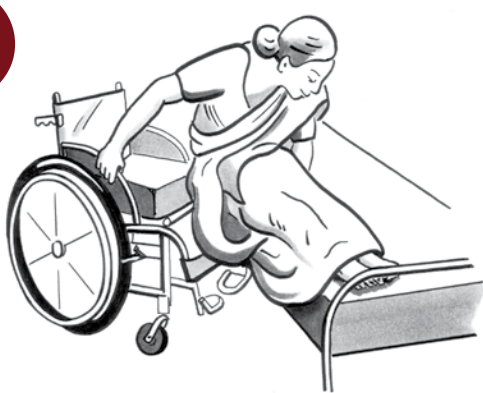
**Use pressure  
relief techniques**

**4**



**Eat well and  
drink lots of  
water**

**5**



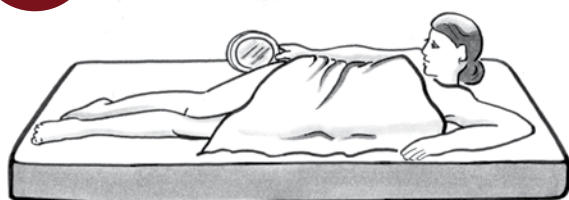
**Avoid friction**

**6**



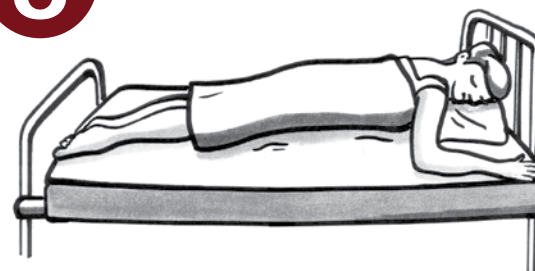
**Avoid moisture**

**7**



**Check skin  
every day**

**8**



**While lying or  
sitting, change  
positions  
regularly**



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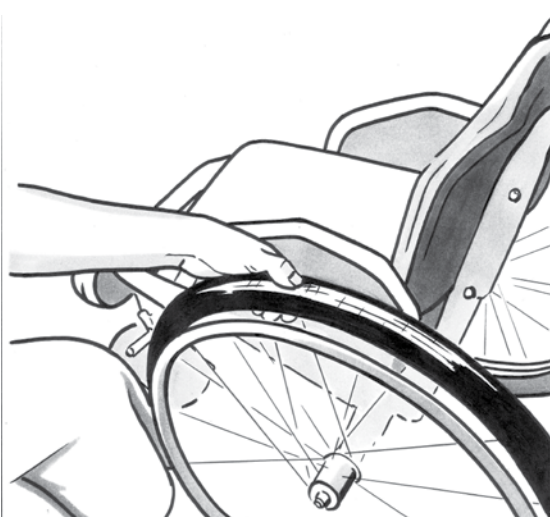
### 1 Clean the wheelchair and cushion



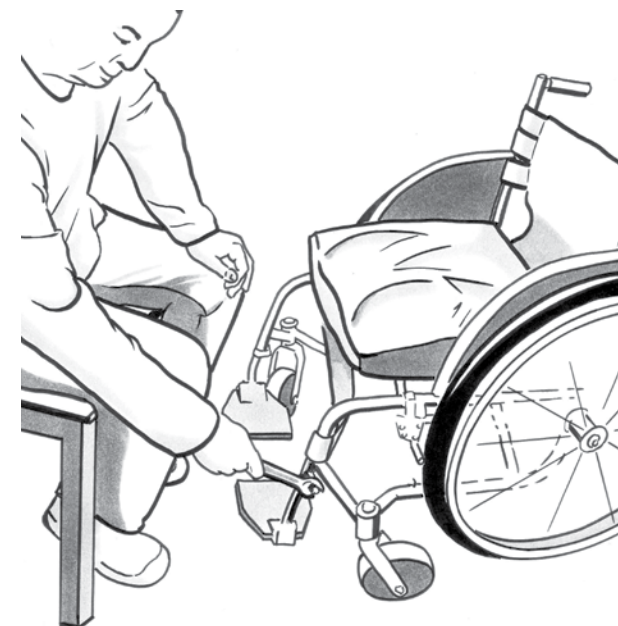
### 2 Oil moving parts



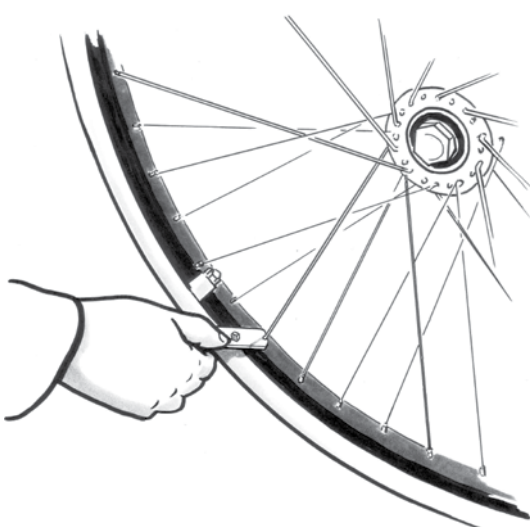
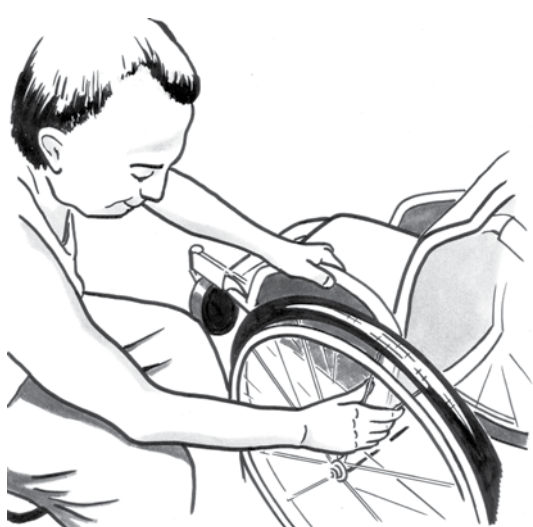
### 3 Pump up tyres (if pneumatic)



### 4 Tighten nuts and bolts (if loose)



### 5 Tighten spokes (if loose)



### 6 Make regular checks:

- Rust and upholstery;
- Cushion.

