

USER MANUAL

PORTAL PRO[®] Massage Chair & OAKWORKS[®] Massage Chair



350 lb.
weight
rating

www.oakworksmed.com - 717.235.6807



OAKWORKS[®]

TABLE OF CONTENTS

Product Use Description	1
Important Safety Instructions	
Symbol Identification	1
Safety Instructions	1
Product Description & Photo	
Massage Chair	2
Set Up.....	2
Directions for Use	
Chair Height, Seat Angle & Height Adjustment.....	3
Arm Rest Adjustment	3
Face Rest Adjustment	4
Helping Your Client onto the Chair	4
Tips For Positioning	4
Folding Chair.....	5
Transportation and storage	5
Inspections & Maintenance	6
Cleaning & Disinfection	6
Model Number & Serial Number	6
Contact Information	back cover

PRODUCT USE DESCRIPTION

The Portal Pro® Massage Chair and Oakworks® Massage Chair is a multipurpose, portable chair use primarily for therapeutic massage treatment. It is intended to be used by a therapist in a professional environment. No special training is required to use this chair. The therapist should read and understand this entire manual before use with a client. There are no known contradictions to the use of this equipment.

SYMBOL IDENTIFICATION



This symbol, when used in this manual and on product labels, represents a caution warning. Be sure to read and comply with all precautions and warnings.

IMPORTANT SAFETY INSTRUCTIONS



CAUTION READ AND SAVE THESE INSTRUCTIONS

Weight Limit: (client and accessories) 350 lbs (159 kg) Do not exceed.

The Chair is designed to be a stand-alone device. This chair must not be modified or incorporated into any other equipment.

As with any folding mechanism, there are potential pinch points around the chair. Be careful not to trap fingers when folding.

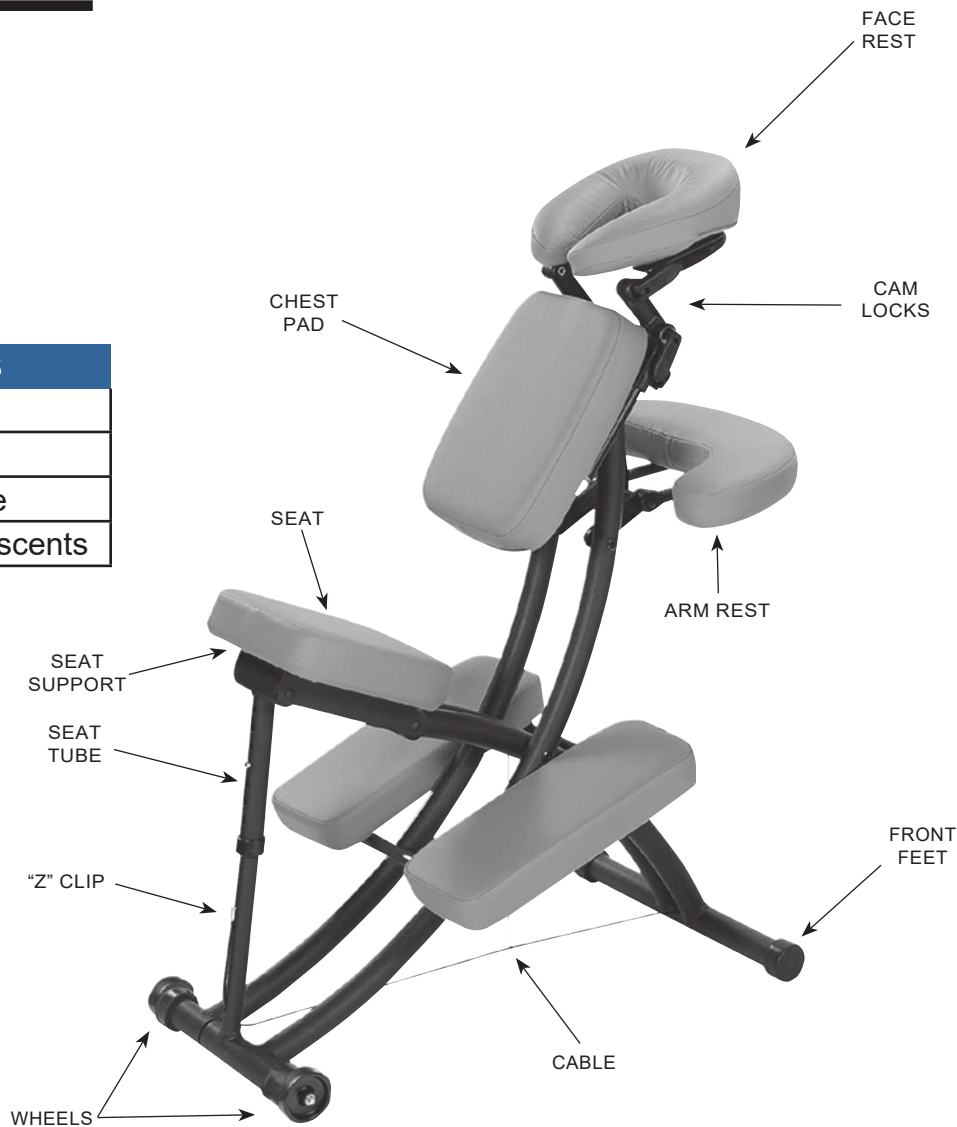
Do not stand on this chair

Use this chair on level ground only.

Use this furnishing only for its intended use as described in these instructions. Do not use attachments not recommended by the manufacturer.

PRODUCT DESCRIPTION

ACCESSORIES
Sternum Pad
Carry Strap
Portal Light Carry Case
Various Face Rest Crescents



SETTING UP YOUR CHAIR




CAUTION Make sure the cable is fully extended before sitting on the chair.

1. Lean your chair forward and lift the back of the seat until fully open.
2. Remove the plastic covering from the wheels and feet.



DIRECTIONS FOR USE

CHAIRHEIGHT, SEAT ANGLE & HEIGHT ADJUSTMENT

 **CAUTION** These adjustments can only be made when no one is on the chair.

Cable System changes the height of the chair.

To change cable setting:

1. Lift seat to relax tension on the cable and remove the “Z” clip from the seat hole.
2. Insert the “Z” clip into the correct hole and pull back on seat tube until the cable is taut. The “Z” clip should lay flat against the seat tube.


Raising and lowering the seat height also changes the seat angle.

A good basic seat position is when the seat is angled downward toward the front feet, with the back of the seat higher than the front. Lumbar strain can be reduced by raising the seat height one to two holes.




To change the seat height:

Push in button on seat tube while raising or lowering the seat. Release button when proper height is achieved

 **CAUTION** Be sure the push button is fully engaged and the seat tube is not resting on “Z” clip before sitting on the chair.

ARM REST ADJUSTMENTS

 **CAUTION** The arm rest is designed for the weight of your clients forearms. Do not allow your clients to push against the arm rest to lift themselves out of the chair.

To change the arm rest position

1. Pull the buckle tab to lengthen the strap. Release the cam lock. Lift or lower arm rest until your client’s forearms rest comfortably on the pad and his/her shoulders are comfortably rounded.
2. Lock cam lock and tighten strap by pulling on it.



DIRECTIONS FOR USE

HELPING YOUR CLIENT ONTO THE CHAIR

- Have your client stand on the right side of the chair and grasp the chair frame just above the chest pad for support.
- Have the client straddle the seat and place left knee on the left knee pad (farthest away from their body).
- Your client can then gradually begin to sit down. Once seated, the client can put right knee on the right knee pad.
- You can then make the proper adjustments to the face and arm rests for proper client comfort and positioning.

FACE REST ADJUSTMENTS FOR OPTIMAL CLIENT COMFORT

Oakworks QuickLock™ Face Rest has virtually unlimited positioning.

1. Show your client how to get on the chair.
 2. Release the cam locks and knobs on the face rest. (Fig.1)
 3. Ask your client to sit down and hold onto the face rest on the Hook and Loop Fastener on the sides of the "U" tube. (Fig.2)
 4. Tell your client to pull the face rest toward his/her forehead until it rests comfortably on the pad.
 5. Have your client lean forward, letting the chair support his/her weight until in a relaxed position.
 6. Lock the cam locks first and then tighten the knobs.
- Do not over tighten the knobs - too much force may cause stripping. (Fig.3)
 - The face rest can be moved up and down after loosening the knobs and angled after releasing the cam locks.
 - The face rest platform cam locks are reversible

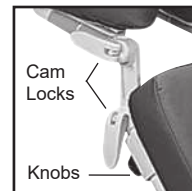


Fig. 1



Fig. 2



Fig. 3

TIPS FOR PERFECT POSITIONING

- Adjust seat height higher for those short clients who are having trouble getting comfortably into the face rest.
- Reduce knee flexion by raising the seat and the chair height. Some clients may find it more comfortable to put their feet flat on the floor.
- Short, heavy or large-breasted clients will be more comfortable with the face rest moved toward them, over the chest pad.
- The Sternum Pad (Fig. 4) helps you maximize the effects of treatments. Position the sternum pad vertically when doing shoulder work or for large-breasted clients. Position the sternum pad horizontally with the ridge just below the breasts for pregnant women.
- Use the sternum pad for supporting the cervical region. Replace the face-rest pad with the sternum pad. Release the cam locks and knobs, and move the sternum pad so that the ridge of the sternum pad supports the cervical spine. You may have to lower the seat or provide a foot stool for shorter clients.
- To seat clients backwards in chair, turn the face pad around so that the curve of the "U" supports your client's neck and lower the seat so that it is parallel to the floor. (Fig. 5)



Fig. 4



Fig. 5

DIRECTIONS FOR USE

FOLDING AND CARRYING YOUR CHAIR

1. Release the arm-rest cam lock and the strap to fold the arm rest. Lock the cam.
2. Fold down the face rest and relock the cam locks and tighten the knobs (Fig 5).
3. Put the push button on the seat tube into the third hole from the bottom.
4. Lean the chair forward and push in the seat. The chair will fold (Fig.6). Push on the seat to lock it in the folded position.
5. The massage chair has wheels, so you can pull it along smooth surfaces by holding onto the face rest. Use the spacer bar on the face rest as a handle for pulling your chair. Stand behind the seat and grab the spacer bar. Pull it toward you.
6. Your chair is designed to protect the pads by keeping them far off the floor as you pull it(Fig.7).The wheels will roll on any surface.



Fig. 5



Fig. 6



Fig. 7

To carry your chair, lift by holding onto one of the main tubes at the pivot bolt and resting the seat pad against your hip. The optional shoulder strap will make carrying your chair easier. (Fig.8)



Fig. 8

TRANSPORTING YOUR CHAIR

The carry case protects your chair in transport.

1. To put your chair in its case, follow directions above for folding your chair. Relock all of the cam locks.
2. With the zipper open all the way, drape the case over the top of your chair as it is standing. The zipper should be on the side of the chair. (Fig. 9)
3. Zip the zipper closed as far as you can. (Fig. 10)
4. Put the chair on its side and bring the case up over the legs.
5. Zip the zipper closed leaving the wheels exposed for easy rolling (Fig.11) or tuck them neatly inside for lightweight carrying. (Fig.12)



Fig. 9



Fig. 10



Fig. 11



Fig. 12

CLEANING & DISINFECTION

CARE OF YOUR CHAIR

It is important to visually inspect your chair on a quarterly basis to make sure there are no missing parts and that all parts are in good working order without excessive wear. Check all nuts, bolts and screws. Over time they may work their way loose, leading to an unsafe condition. Tighten any of these if they are loose. Inspect the cable that is used for adjusting the height of the chair for signs of wear. Replace the cable if there are signs of fraying. The chair should not be used if any problems are found until they are fixed.

The best way to protect your product is by using sheets, fleeces, and accessory covers that prevent oil and body contact from occurring. Your table should be cleaned and/or disinfected only as needed.

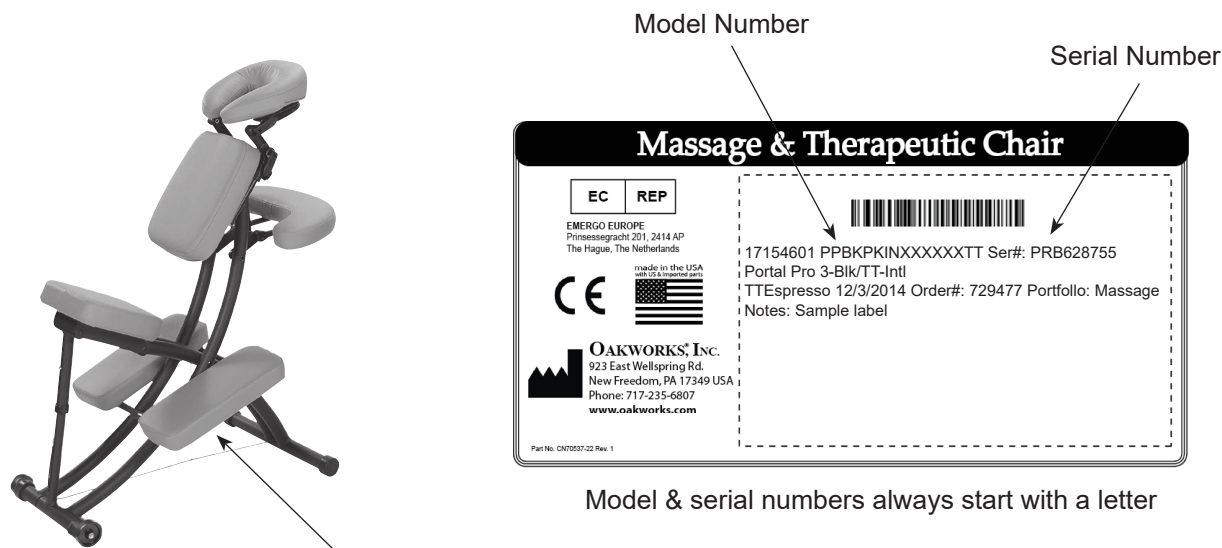
We recommend cleaning your upholstery fabric to protect it against oil stains and dirt which will cause cracking and permanent stains over time. Clean your upholstered items when needed using a mild solution of 4:1 diluted non-alcohol cleaner such as Formula 409®, Fantastik®, Green Windex® or some other non-abrasive cleaner. For disinfecting purposes you may use Parker Labs: Protex™ (EPA reg# 6836-152-82613), Healthlink® E-Z Kill® (EPA reg# 59894-10-67454), or MADA Medical: Madacide-FD (EPA reg# 1130-15-11703). Dry the table immediately after cleaning to remove excess cleaning solution.

Note: Damage caused by cleaners will not be covered under the warranty.

Using citrus based cleaners or other strong cleaners, such as alcohol, acetone, higher concentrations of bleach or other products that contain high concentrations of these substances, can shorten the life of your fabric, or discolor it.

Small rips are easily repaired with VLP, available from Oakworks. Major vinyl damage may require pad replacement, also available from Oakworks.

DO NOT store in temperatures below 32°F/0°C or above 95°F/35°C. Extreme hot and cold temperatures will damage the upholstery fabric and may cause cold-cracking, brittleness and stretching. Always keep your table away from heaters, electrical appliances and direct sunlight.



The model & serial numbers are located on the underside of the leg rest section

USER MANUAL

PORTAL PRO[®] Massage Chair & OAKWORKS[®] Massage Chair

CONTACT INFORMATION:

OAKWORKS[®] Inc.

923 East Wellspring Road
New Freedom, PA 17349

Phone: 717-235-6807

FAX: 717-235-6798

www.oakworksmed.com



EMERGO EUROPE
Prinsessegracht 201, 2414 AP
The Hague, The Netherlands

U.S. Patent No. 5,401,078

Manual Part Number MMMNPP0001-EN

Revision level: 1

Revision Date: 04/04/2018

English, Printed in USA



OAKWORKS[®]