

PHLEBOTOMY COLLECTION

OWNERS OPERATING AND MAINTENANCE MANUAL



Spirit BDC
(2570 / 2571)



Solace BDC
(2572 / 2573)



Unity BDC
(2574 / 2575)



Elevate BDC
(2578)



Harmony BDC
(2580)



**IMPORTANT! DO NOT DISCARD THIS MANUAL!
KEEP THIS MANUAL FOR FUTURE REFERENCE AND TRAINING!**



IMPORTANT

**READ AND FAMILIARIZE YOURSELF WITH ALL INSTRUCTIONS
BEFORE USING THIS PRODUCT!**

Do NOT install, maintain or operate this equipment without reading and following this manual, otherwise injury and/or damage may result.

**IF YOU HAVE ANY QUESTIONS OR CONCERNS,
PLEASE CONTACT WINCO MFG., LLC.**

Winco assumes no responsibility for damage or injury caused by improper assembly, installation, use, or maintenance of these products.

No part of this manual may be duplicated in any form without the prior consent of Winco Mfg., LLC. Unauthorized duplication / distribution of these materials may result in civil prosecution to the maximum extent allowed by law.

The information contained in this manual is subject to change without notice.

SAVE THESE INSTRUCTIONS FOR FUTURE REFERENCE!

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IMPORTANT SAFETY INFORMATION

1. **READ AND FOLLOW ALL INSTRUCTIONS BEFORE USING PRODUCT!**
2. Chair should **ALWAYS** be positioned on a secure, level surface
3. Children **MUST** be supervised at all times when seated in or when near the chair
4. **DO NOT** stand on chair
5. **DO NOT** use movable arm as a restraint device
6. **DO NOT** put hands, feet or clothing into any openings when changing chair or accessory positions. Attendant **MUST** confirm that users arms, legs, hands and feet are safe while changing chair and/or accessory positions or **SERIOUS INJURY MAY RESULT**
7. **STAY CLEAR** of moving parts
8. **DO NOT** use chair for transporting in or with **ANY** type of vehicle or trailer. Winco chairs have not been tested or approved for use by an occupant in any type of vehicle or trailer
9. **NEVER** use the chair arms or backrest as a seat; **SERIOUS INJURY** or damage may occur
10. Failure to completely tighten the seat mounting screws or any fasteners on chair **COULD RESULT IN INJURY**
11. Periodically check the tightness of all nuts, bolts and screws
12. Immediately **REMOVE FROM SERVICE**; Any chair with broken parts, torn upholstery, or other mechanical or visible damage
13. **USE ONLY WINCO AUTHORIZED REPLACEMENT PARTS OR ATTACHMENTS**
14. **NEVER EXCEED** the recommended weight capacity. **ALWAYS** refer to the weight capacity label on your chair. In all cases the labeling on the chair at the time of delivery indicates the correct rating for your chair!
15. Flip-up arms are **NOT** intended to restrain patients or support patient weight
16. **NEVER** leave patients unattended
17. **SAVE THESE INSTRUCTIONS** for future reference and training

INTENDED USE STATEMENT

Intended Use: The Winco Blood Drawing Chair is a chair intended for use in medical settings. It is designed without wheels and is not electrically powered. It is intended for use in blood donation, collection, or sampling procedures.

TRANSPORTATION, STORAGE, HANDLING & DISPOSAL INSTRUCTIONS

The product should be **TRANSPORTED** in factory packaging, inside an appropriate medium for the destination, i.e., air/sea cargo containers. The product should be **STORED** in an environment that will inhibit rust/mold formation. Winco does not recommend leaving the product in the factory packing in excess of three (3) months. The product should always be **HANDLED** in a manner consistent with the user instructions, and in a manner to prevent contamination after each use. The product has many recyclable components and to the extent practical, all efforts should be used to recycle responsibly. Otherwise, the product components shall be **DISPOSED** of in accordance with local statutes.

GENERAL CARE & CLEANING

- Periodically inspect tightness of all screws, bolts, nuts, or other fasteners.

Winco Mfg., LLC's full-line of products are built to provide durability and reliability when properly cared for. In general all of our products should be:

1. Cleaned
2. Disinfected (per facility policy)
3. Rinsed
4. Allowed to air dry

It is important to note that disinfecting a product is not the same as cleaning the product. Disinfectants alone will not provide adequate cleaning, they do not have grease or oil cutting properties to remove grime or hair and skin oils. Over time, the appearance and feel and performance of your upholstery may diminish if not cleaned properly.

CLEANING

Remove grime, hair and body oils; Your furnishings should be cleaned with mild soap & water solution and a damp cloth on a regular basis (especially where skin & hair make contact with upholstery). Avoid harsh detergents or chemicals that could damage the upholstery or finish of your chair. If the furnishing's upholstery is disinfected with chemicals or bleach mixtures, the chair **MUST** be wiped off using only clean water on a damp cloth and then be allowed to air dry. Failure to rinse upholstery with clean water can result in a build-up of residues over time that can dry out the upholstery and cause changes to the look and feel of the upholstery and eventually can lead to cracking.

Please refer to any instruction labels or tags that may have been included with your product for complete care and cleaning instructions. Retain information on the label or tag for future use.

Additional information for cleaning products with Winco's selection of vinyls can be found on our suppliers website at: <https://spradlingvinyl.com/resource-library>.

For Custom Vinyl, please refer to the manufacturer's instructions.

TOOLS REQUIRED

MODELS 2570, 2571, 2572, 2573, 2574 AND 2575

- Multiple size wrench included (or suitable $\frac{5}{16}$, $\frac{3}{8}$ " & $\frac{7}{16}$ " or adjustable wrenches)
- Phillips-head screwdriver
- Scissors or box cutter
- Powered tools not recommended

MODEL 2578

- Multiple size wrench included (or suitable $\frac{7}{16}$ " or adjustable wrench)
- $\frac{3}{16}$ " Hex "Allen" wrench included
- Phillips-head screwdriver – for checking tightness of all screws after shipping
- Scissors or box cutter
- Powered tools not recommended.

MODEL 2580 - ALL CONFIGURATIONS

- Scissors or box cutter
- #2 Phillips-head screwdriver (included)
- Powered tools not recommended

ADDITIONAL TOOLS: MODEL 2580 - CABINET CONFIGURATIONS

- $\frac{1}{2}$ " Wrench (Included)

ADDITIONAL TOOLS: MODEL 2580 - OPTIONAL FOOTREST

- Multi-sided wrench (two (2) Included)

BEFORE YOU BEGIN

- Carefully examine your product for any damage. Be sure to inspect all components. **IF DAMAGE IS EVIDENT, CONTACT THE FREIGHT CARRIER OR WINCO IMMEDIATELY!**
- Save all boxes and packing material until **AFTER** you have assembled your product and verified that all items are accounted for and that everything is functioning properly.
- Remove all packing material and hardware that was secured for shipping.
- You may have to cut packaging materials with a box cutter or scissors to access the product. Use **CAUTION** to avoid personal injury or damaging the product.
- Carefully remove all components and any included tools and/or parts from the carton.
- Do **NOT** install, maintain or operate this equipment without reading and following this manual otherwise, injury and/or damage may result. **IF YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT WINCO MFG., LLC.**

WINCO ASSUMES NO RESPONSIBILITY FOR DAMAGE OR INJURY CAUSED BY IMPROPER ASSEMBLY, INSTALLATION, USE, OR MAINTENANCE OF THESE PRODUCTS.

SPIRIT BDC: MODEL 2570/2571



SHOWN: MODEL 2570 SPIRIT BDC WITH CABINET



SHOWN: MODEL 2571 SPIRIT BDC WITH STANDARD ARM

GLIDE FOOT INSTALLATION

1. Place chair on side and install four (4) **Glide Feet** in threaded holes on the bottom of the **Chair Frame** (FIG. 6 & 7).

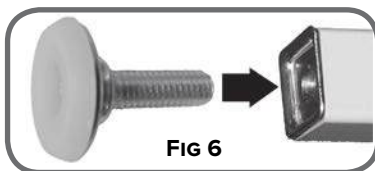


FIG 6

x4



FIG 7

x4

2. Lift and position the chair to the upright position, with **Glide Feet** on a level floor.
3. If the **Chair Frame** does not sit level on the floor, loosen select **Glide Feet** individually as needed to achieve stable, level positioning of the chair.
4. Continue adjusting until the **Chair Frame** is level and stable.

SEAT INSTALLATION



WARNING

FAILURE TO COMPLETELY TIGHTEN THE SEAT MOUNTING SCREWS COULD RESULT IN SERIOUS INJURY.

1. Position Chair Frame in upright position. Check tightness of all installed screws, bolts, nuts and other fasteners in case they loosened during shipping.
2. Align the mounting holes on the plastic Seat with the Seat Support holes. Hole spacing of Seat and Seat Supports will be narrower toward front of chair. Seat can only be installed facing one direction. (FIG 1)
3. Using the included wrench (or your own $\frac{5}{16}$ " tool), install the four (4) included Seat Screws through the holes of Chair Frame, and into the four (4) holes on bottom of the plastic Seat. Make sure screws are completely tightened. (FIG 1)

NOTE: These "special" screws **MUST BE USED** for maximum grip in this seating application. They can be slightly difficult to "get started" in the holes on the plastic Seat.

TIP: Use even pressure and, if available, a " $\frac{5}{16}$ " nut-driver" (screwdriver-type handle with a $\frac{5}{16}$ " socket on end) however, this task can be accomplished with the included wrench.

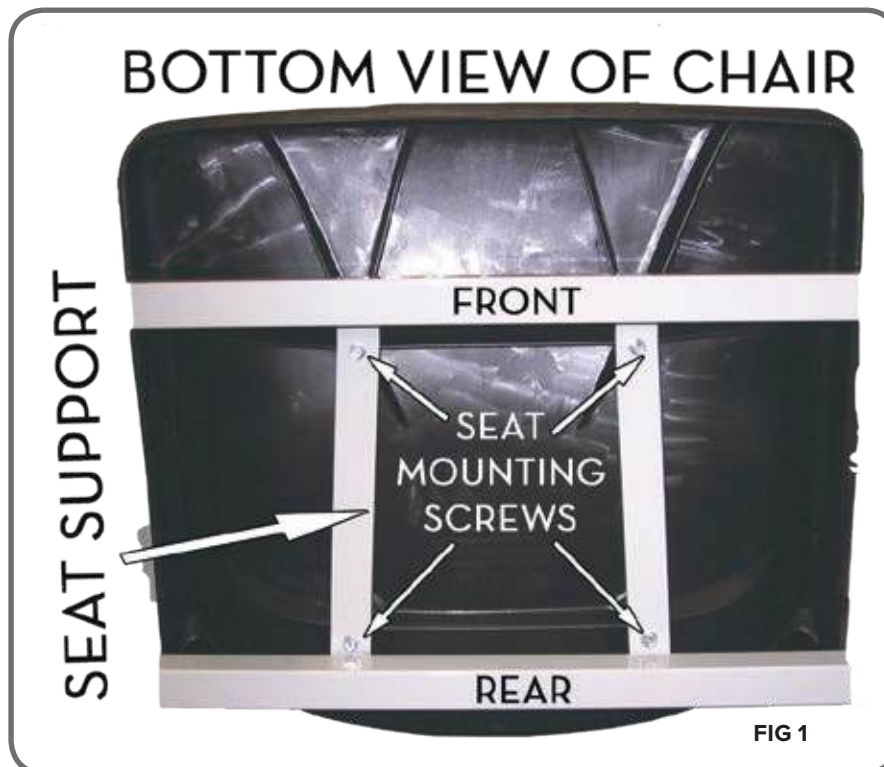


FIG 1

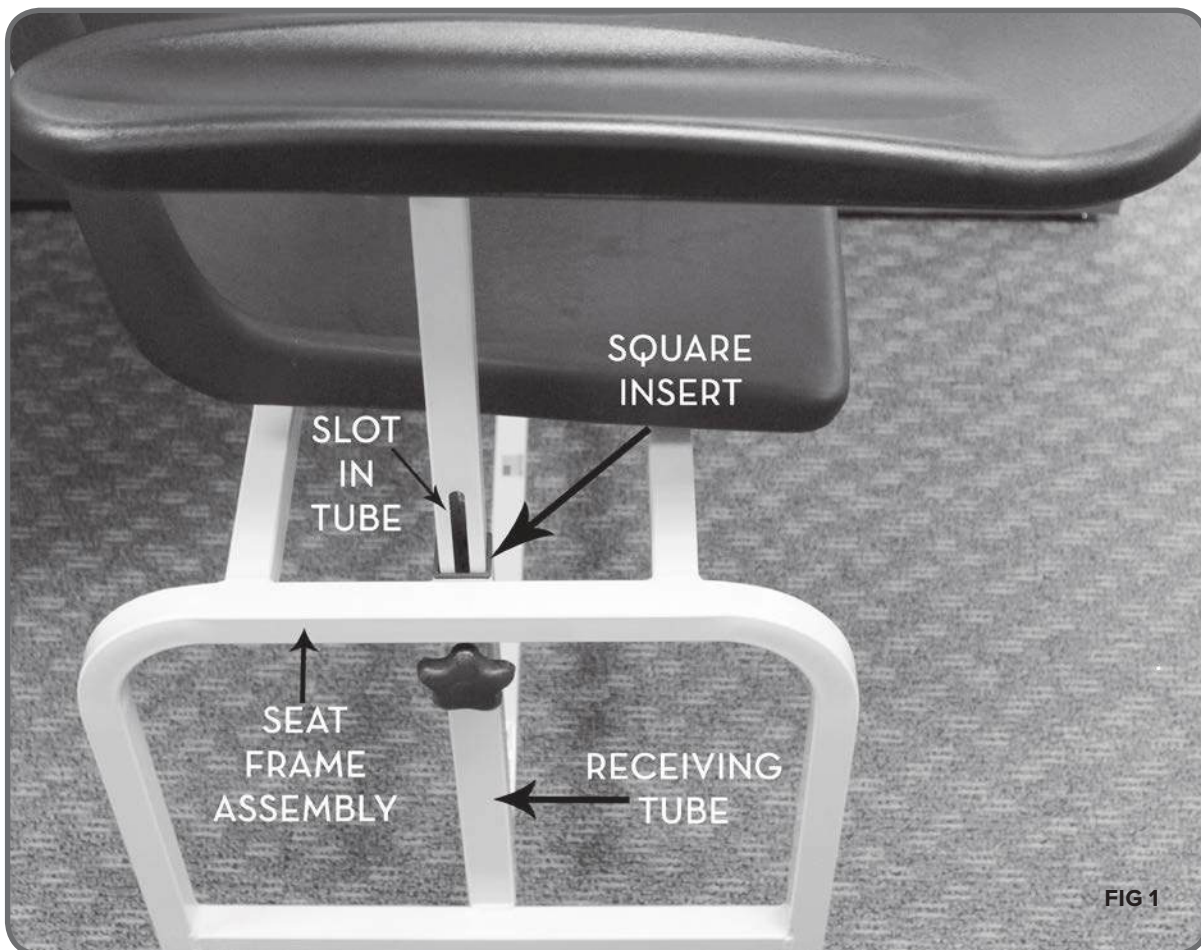
ARM ASSEMBLY AND INSTALLATION

1. If the **Arm Assembly** has not yet been installed, insert it into the **Receiving Tube** on the **Seat Frame Assembly**. (FIG. 1) *This applies to any style arm assembly)
 - * **ALWAYS** make sure that the slot in the Arm Assembly faces the Knob installed on the receiving tube. (FIG. 1)
2. Then adjust the arm to the desired height and tighten the knob. Screw the Knob into the Slot. This will “capture” the arm and keep it from being able to be pulled out of the frame accidentally.



IMPORTANT

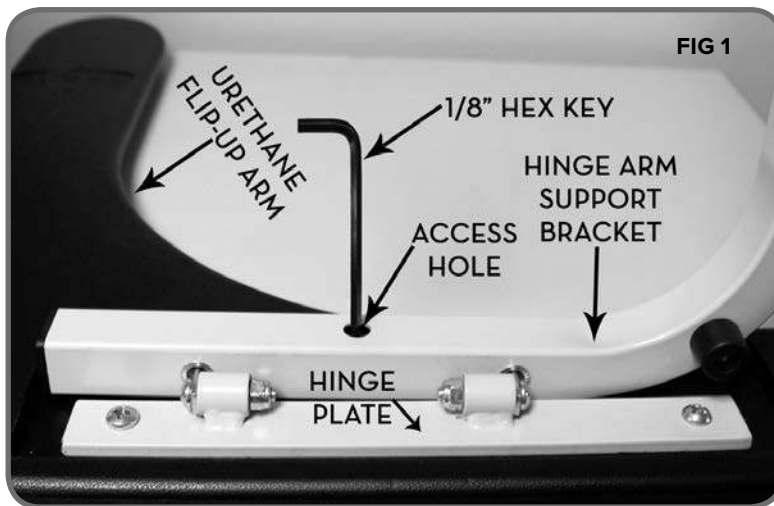
DO NOT OVER-TIGHTEN!
The Knob will NOT need to be extremely tight to effectively hold arms in position.



URETHANE FLIP-UP ARM LEVEL ADJUSTMENTS

Use a 1/8" Hex Key to make minor leveling adjustments to the Urethane Flip-Up Armrest as needed.

1. Rest the Hinge Plate flat on the Hinge Arm Support Bracket.
2. Insert the 1/8" Hex Key into the underlying access hole as shown and turn the screw located inside clockwise until the screw is firmly pressed against the Arm's Hinge Plate. (FIG. 1)



CABINET ASSEMBLY AND INSTALLATION

* MODEL 2570

1. Remove the cabinet from the frame (**FIG 1**) Use **CAUTION** to avoid personal injury or damaging the product.



2. Remove packaging materials from cabinet assembly.
3. The cabinet installs on the **PATIENT LEFT** side of chair (**FIG 2**). Insert the cabinet assembly into the receiving tube. **ALWAYS** make sure that the slot in the Arm Assembly faces the knob installed on the receiving tube. (**FIG 2**)



4. Adjust the Cabinet to the desired height and tighten knob.
5. Cabinet installation is complete (**FIG 3**)
Be sure to tighten the BLACK KNOB to secure the cabinet even if no height adjustment is made. This will ensure cabinet is secure for use.



REMOVING AND RE-INSTALLING CABINET DRAWER

* MODEL 2570



1. To remove drawer, open drawer until the drawer stops. Using your finger, locate the drawer stop tab mounted to the bottom of the drawer top. Press the tab against the drawer top and slide the drawer past the tab. (FIG 1)



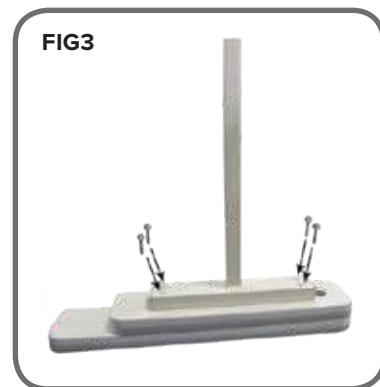
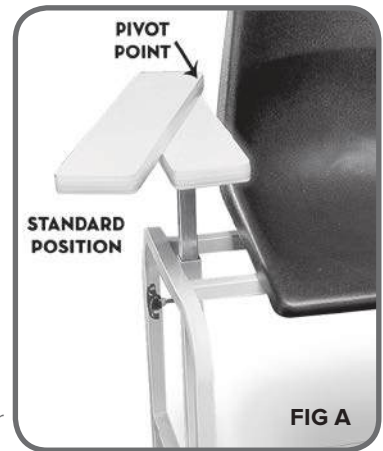
2. To reinstall the drawer, insert the rear part of the drawer past the drawer stop, then slide the drawer into the frame. (FIG 2) Bin dividers can be installed into the grooves as needed (FIG 2)



PIVOT ARM PIVOT-POINT ADJUSTMENT

Your Pivot Arm Assembly may be configured in one of two (2) directions:

- Pivot point located near the back of the chair. This will provide arm support that is straight or at a slight angle to the side of the patient (standard position). (**FIG A**)
 - Pivot point located near front of chair. This will provide arm support across the front of the patient's body.
1. If you wish to change the standard setup of the Pivot Arm (**FIG 1**) so that the pivot point is toward the front of the chair, proceed to the next step. Otherwise, skip this step. If you ordered Dual Pivot Arms, you can choose which Arm(s), if any, you wish to alter. This change may be made before or after Arm Assembly is installed on the chair.
 2. Use a Phillips or #2 square bit screwdriver to remove the four (4) wood screws on the underside of the arm assembly that hold the pivot arm assembly onto the steel arm support.
 3. After removing the four (4) wood screws, rotate the steel arm support 180° (**FIG 2**).
 4. Reinstall the four (4) wood screws to secure the arm support in the new position (**FIG 3**).



SOLACE BDC: MODEL 2572/2573



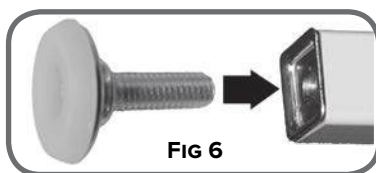
SHOWN: MODEL 2572 SOLACE BDC WITH CABINET



SHOWN: MODEL 2573 SOLACE BDC WITH STANDARD ARM

GLIDE FOOT INSTALLATION

1. Place chair on side and install four (4) **Glide Feet** in threaded holes on the bottom of the **Chair Frame** (FIG. 6 & 7).



x4



x4

2. Lift and position the chair to the upright position, with **Glide Feet** on a level floor.
3. If the **Chair Frame** does not sit level on the floor, loosen select **Glide Feet** individually as needed to achieve stable, level positioning of the chair.
4. Continue adjusting until the **Chair Frame** is level and stable.

SEAT INSTALLATION



WARNING

FAILURE TO COMPLETELY TIGHTEN THE SEAT MOUNTING SCREWS COULD RESULT IN SERIOUS INJURY.

1. Position **Chair Frame** in upright position. Check tightness of all installed screws, bolts, nuts and other fasteners in case they loosened during shipping.
2. Align the screws on bottom of the **Seat Assembly**, with the **Seat Support holes**. (Hole spacing of Seat Supports will be narrower toward front of Chair). **Seat** can only be properly installed facing one direction. **Be sure that all (4) Seat Screws go completely through the Seat Support straps on chair frame. (FIG 1)**
3. Install four (4) **lock nuts** to the screws on the **Seat Assembly** and completely tighten with $\frac{7}{16}$ " wrench. **(FIG 1)**

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BOTTOM VIEW OF CHAIR

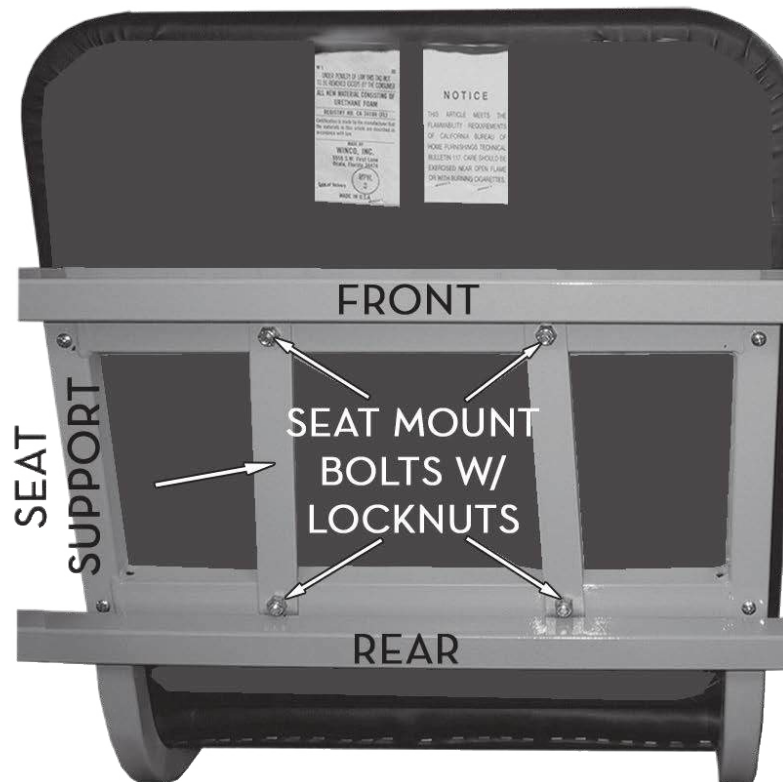


FIG 1

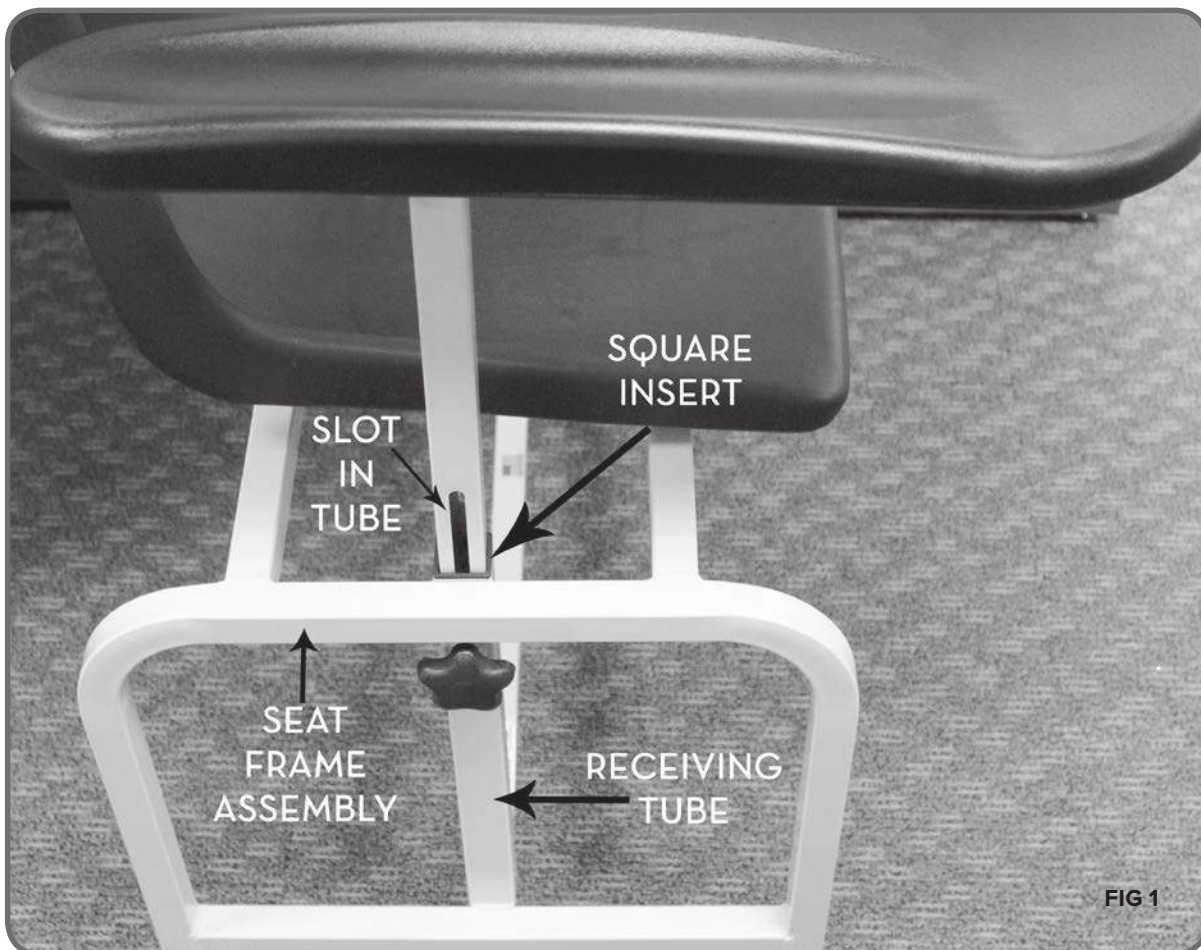
ARM ASSEMBLY AND INSTALLATION

1. If the **Arm Assembly** has not yet been installed, insert it into the **Receiving Tube** on the **Seat Frame Assembly**. (FIG. 1) *This applies to any style arm assembly.
 - * **ALWAYS** make sure that the slot in the Arm Assembly faces the Knob installed on the receiving tube. (FIG. 1)
2. Then adjust the arm to the desired height and tighten the knob. Screw the Knob into the Slot. This will “capture” the arm and keep it from being able to be pulled out of the frame accidentally.



IMPORTANT

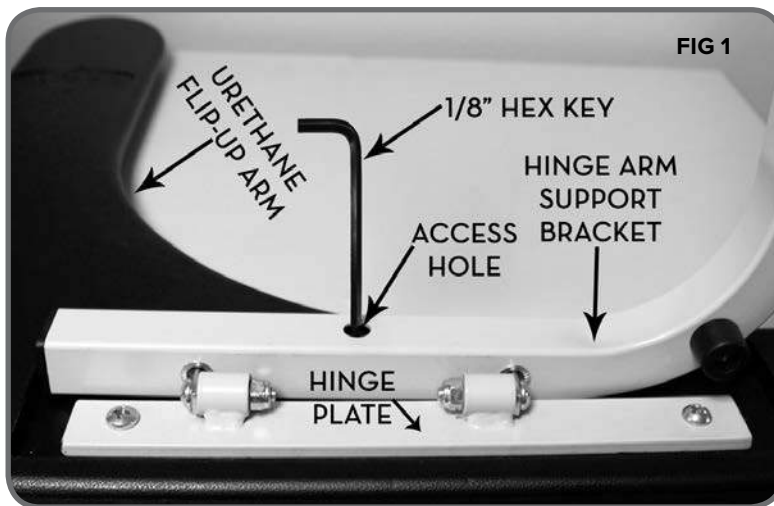
DO NOT OVER-TIGHTEN!
The Knob will NOT need to be extremely tight to effectively hold arms in position.



URETHANE FLIP-UP ARM LEVEL ADJUSTMENTS

Use a 1/8" Hex Key to make minor leveling adjustments to the Urethane Flip-Up Armrest as needed.

1. Rest the Hinge Plate flat on the Hinge Arm Support Bracket.
2. Insert the 1/8" Hex Key into the underlying access hole as shown and turn the screw located inside clockwise until the screw is firmly pressed against the Arm's Hinge Plate. (FIG. 1)



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CABINET ASSEMBLY AND INSTALLATION

* MODEL 2572

1. Remove the cabinet from the frame (**FIG 1**) Use **CAUTION** to avoid personal injury or damaging the product.



2. Remove packaging materials from cabinet assembly.
3. The cabinet installs on the **PATIENT LEFT** side of chair (**FIG 2**). Insert the cabinet assembly into the receiving tube. **ALWAYS** make sure that the slot in the Arm Assembly faces the knob installed on the receiving tube. (**FIG 2**)



4. Adjust the Cabinet to the desired height and tighten knob.
5. Cabinet installation is complete (**FIG 3**)
Be sure to tighten the BLACK KNOB to secure the cabinet even if no height adjustment is made. This will ensure cabinet is secure for use.



REMOVING AND RE-INSTALLING CABINET DRAWER

* MODEL 2572



1. To remove drawer, open drawer until the drawer stops. Using your finger, locate the drawer stop tab mounted to the bottom of the drawer top. Press the tab against the drawer top and slide the drawer past the tab. (FIG 1)



2. To reinstall the drawer, insert the rear part of the drawer past the drawer stop, then slide the drawer into the frame. (FIG 2) Bin dividers can be installed into the grooves as needed (FIG 2)

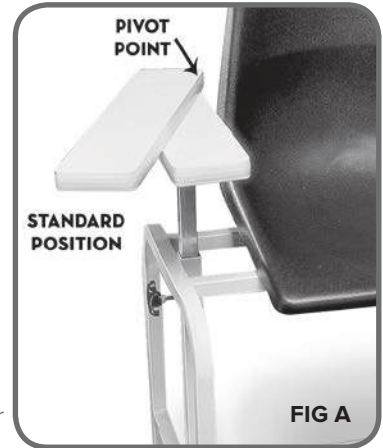


2572 / 2573

PIVOT ARM PIVOT-POINT ADJUSTMENT

Your Pivot Arm Assembly may be configured in one of two (2) directions:

- Pivot point located near the back of the chair. This will provide arm support that is straight or at a slight angle to the side of the patient (standard position). (**FIG A**)
 - Pivot point located near front of chair. This will provide arm support across the front of the patient's body.
1. If you wish to change the standard setup of the Pivot Arm (**FIG 1**) so that the pivot point is toward the front of the chair, proceed to the next step. Otherwise, skip this step. If you ordered Dual Pivot Arms, you can choose which Arm(s), if any, you wish to alter. This change may be made before or after Arm Assembly is installed on the chair.
 2. Use a Phillips or #2 square bit screwdriver to remove the four (4) wood screws on the underside of the arm assembly that hold the pivot arm assembly onto the steel arm support.
 3. After removing the four (4) wood screws, rotate the steel arm support 180° (**FIG 2**).
 4. Reinstall the four (4) wood screws to secure the steel arm support in the new position (**FIG 3**).



UNITY BDC: MODEL 2574/2575



SHOWN: MODEL 2574 UNITY BDC WITH CABINET



SHOWN: MODEL 2575 UNITY BDC WITH STANDARD ARM

GLIDE FOOT INSTALLATION

1. Place chair on side and install four (4) **Glide Feet** in threaded holes on the bottom of the **Chair Frame** (FIG. 6 & 7).

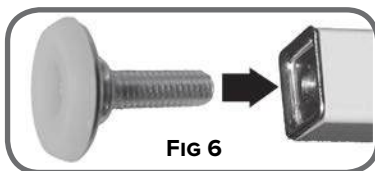


FIG 6

x4



FIG 7

x4

2. Lift and position the chair to the upright position, with **Glide Feet** on a level floor.
3. If the **Chair Frame** does not sit level on the floor, loosen select **Glide Feet** individually as needed to achieve stable, level positioning of the chair.
4. Continue adjusting until the **Chair Frame** is level and stable.

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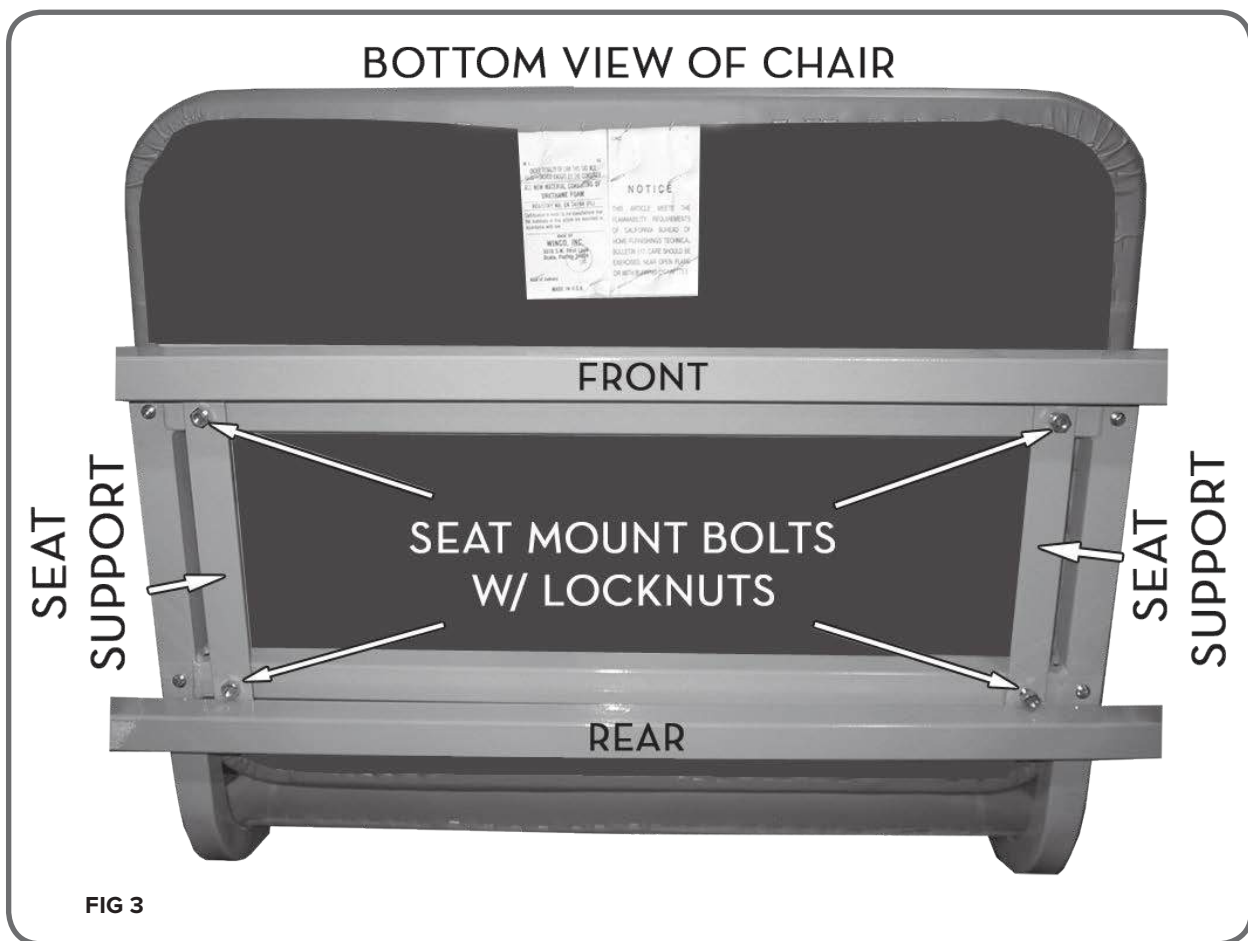
SEAT INSTALLATION



WARNING

FAILURE TO COMPLETELY TIGHTEN THE SEAT MOUNTING SCREWS COULD RESULT IN SERIOUS INJURY.

1. Position **Chair Frame** in upright position. Check tightness of all installed screws, bolts and nuts in case they loosened during shipping.
2. Align the screws on bottom of the **Seat Assembly**, with the **Seat Support holes**. (FIG 3)
NOTE: Seat Supports are angled to give the seat a very slight recline angle. The **FRONT** of seat should be positioned toward the **HIGHER** end of the strap. (FIG 3)
Be sure that all (4) Seat Screws go completely through the Seat Support straps on chair frame.
3. Install four (4) **lock nuts** to the screws on the **Seat Assembly** and completely tighten with $\frac{7}{16}$ " wrench.



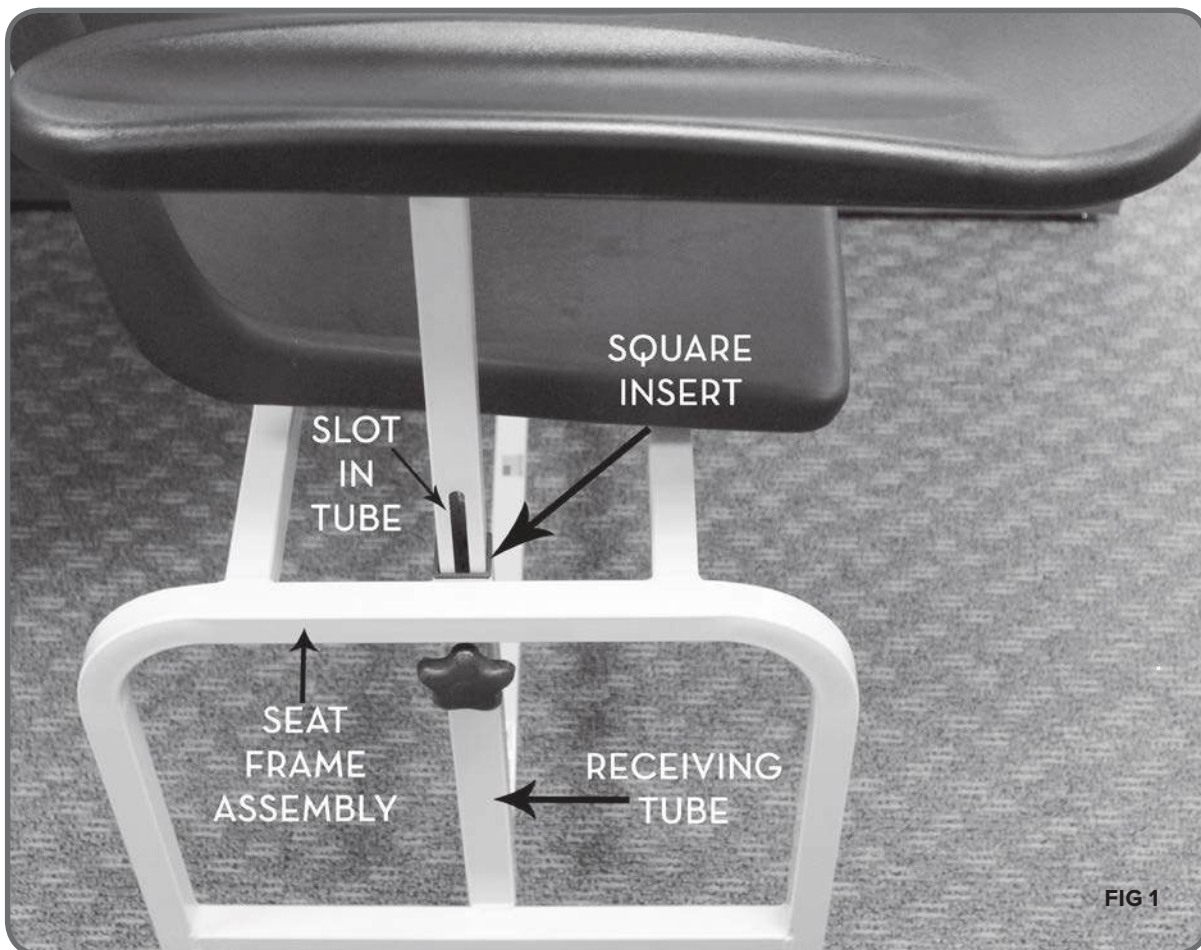
ARM ASSEMBLY AND INSTALLATION

1. If the **Arm Assembly** has not yet been installed, insert it into the **Receiving Tube** on the **Seat Frame Assembly**. (FIG. 1) *This applies to any style arm assembly.
 - * **ALWAYS** make sure that the slot in the Arm Assembly faces the Knob installed on the receiving tube. (FIG. 1)
2. Then adjust the arm to the desired height and tighten the knob. Screw the Knob into the Slot. This will “capture” the arm and keep it from being able to be pulled out of the frame accidentally.



IMPORTANT

DO NOT OVER-TIGHTEN!
The Knob will NOT need to be extremely tight to effectively hold arms in position.

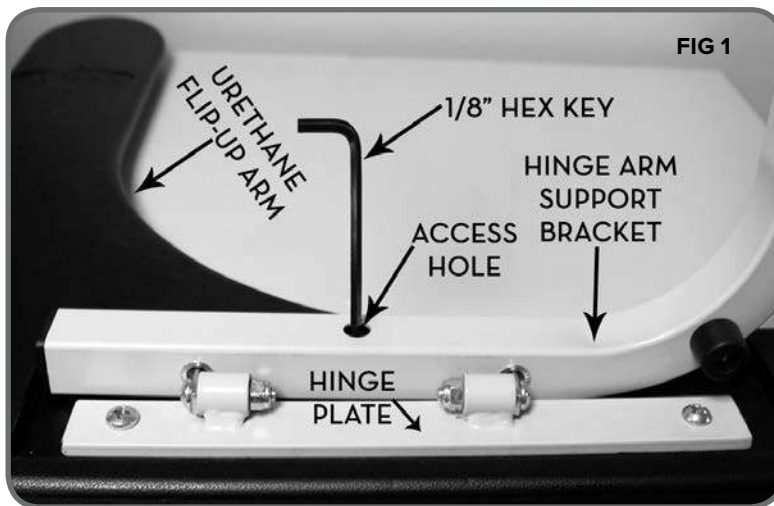


2574 / 2575

URETHANE FLIP-UP ARM LEVEL ADJUSTMENTS

Use a 1/8" Hex Key to make minor leveling adjustments to the Urethane Flip-Up Armrest as needed.

1. Rest the Hinge Plate flat on the Hinge Arm Support Bracket.
2. Insert the 1/8" Hex Key into the underlying access hole as shown and turn the screw located inside clockwise until the screw is firmly pressed against the Arm's Hinge Plate. (FIG. 1)



CABINET ASSEMBLY AND INSTALLATION

* MODEL 2574

1. Remove the cabinet from the frame (**FIG 1**) Use **CAUTION** to avoid personal injury or damaging the product.



2. Remove packaging materials from cabinet assembly.
3. The cabinet installs on the **PATIENT LEFT** side of chair (**FIG 2**). Insert the cabinet assembly into the receiving tube. **ALWAYS** make sure that the slot in the Arm Assembly faces the knob installed on the receiving tube. (**FIG 2**)



4. Adjust the Cabinet to the desired height and tighten knob.
5. Cabinet installation is complete (**FIG 3**)
Be sure to tighten the BLACK KNOB to secure the cabinet even if no height adjustment is made. This will ensure cabinet is secure for use.



REMOVING AND RE-INSTALLING CABINET DRAWER

* MODEL 2574



1. To remove drawer, open drawer until the drawer stops. Using your finger, locate the drawer stop tab mounted to the bottom of the drawer top. Press the tab against the drawer top and slide the drawer past the tab. (**FIG 1**)



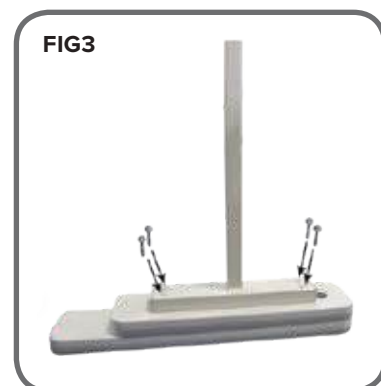
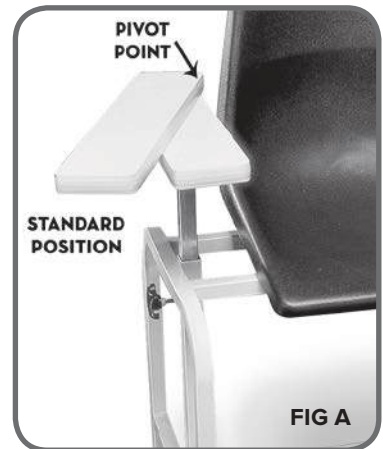
2. To reinstall the drawer, insert the rear part of the drawer past the drawer stop, then slide the drawer into the frame. (**FIG 2**) Bin dividers can be installed into the grooves as needed (**FIG 2**)



PIVOT ARM PIVOT-POINT ADJUSTMENT

Your Pivot Arm Assembly may be configured in one of two (2) directions:

- Pivot point located near the back of the chair. This will provide arm support that is straight or at a slight angle to the side of the patient (standard position). **(FIG A)**
 - Pivot point located near front of chair. This will provide arm support across the front of the patient's body.
1. If you wish to change the standard setup of the Pivot Arm **(FIG 1)** so that the pivot point is toward the front of the chair, proceed to the next step. Otherwise, skip this step. If you ordered Dual Pivot Arms, you can choose which Pivot Arm(s), if any, you wish to alter. This change may be made before or after Arm Assembly is installed on the chair.
 2. Use a Phillips or #2 square bit screwdriver to remove the four (4) wood screws on the underside of the arm assembly that hold the pivot arm assembly onto the steel arm support.
 3. After removing the four (4) wood screws, rotate the steel arm support 180° **(FIG 2)**.
 4. Reinstall the four (4) wood screws to secure the steel arm support in the new position **(FIG 3)**.



2574 / 2575

ELEVATE BDC: MODEL 2578



SHOWN: MODEL 2578 ELEVATE BDC

GLIDE FOOT INSTALLATION

1. Place chair on side and install four (4) **Glide Feet** in threaded holes on the bottom of the **Chair Frame** (FIG. 6A & 7A).



x4



x4

2. Lift and position the chair to the upright position, with **Glide Feet** on a level floor.
3. If the **Chair Frame** does not sit level on the floor, loosen select **Glide Feet** individually as needed to achieve stable, level positioning of the chair.
4. Continue adjusting until the **Chair Frame** is level and stable.

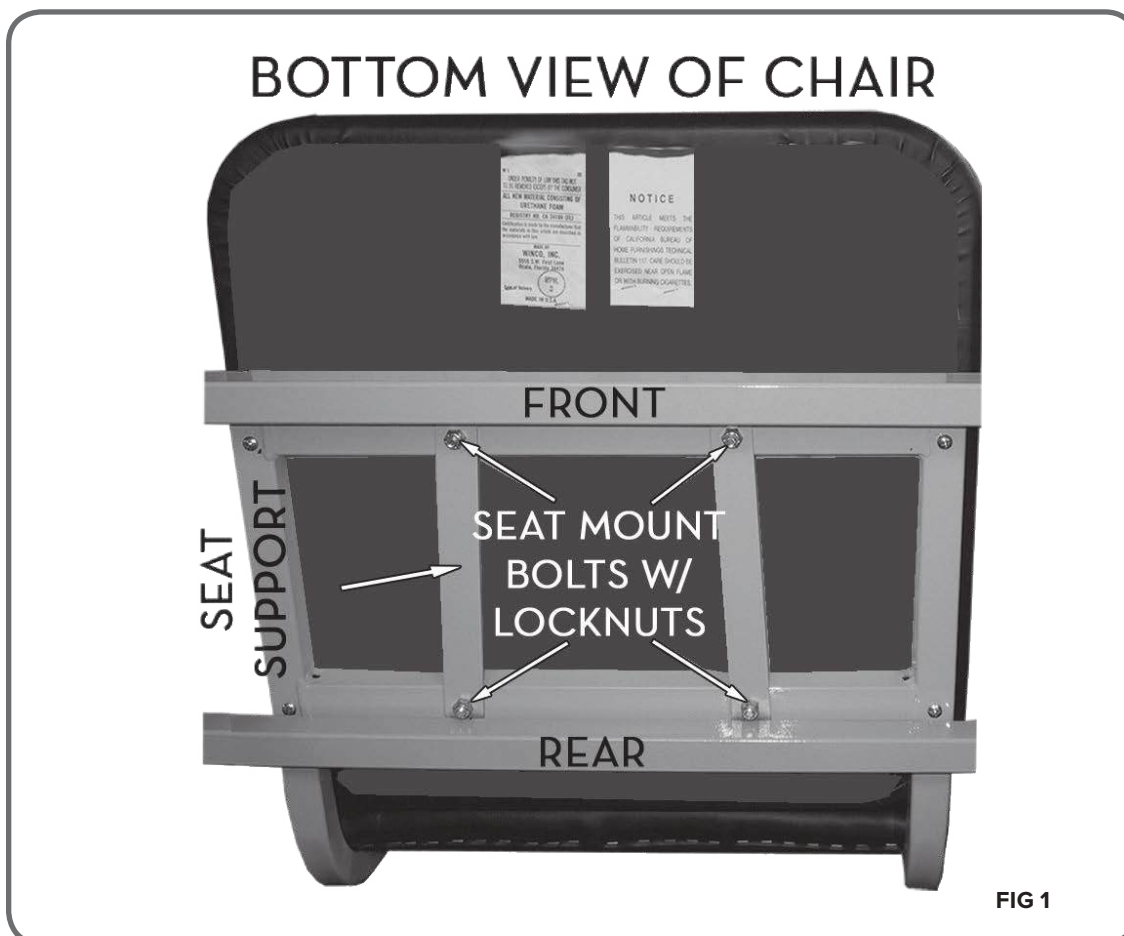
SEAT INSTALLATION



WARNING

FAILURE TO COMPLETELY TIGHTEN THE SEAT MOUNTING SCREWS COULD RESULT IN SERIOUS INJURY.

1. Position **Chair Frame** in upright position. Check tightness of all installed screws, bolts, nuts and other fasteners in case they loosened during shipping.
2. Align the screws on bottom of the **Seat Assembly**, with the **Seat Support holes**. (Hole spacing of Seat Supports will be narrower toward front of Chair). **Seat** can only be properly installed facing one direction. **Be sure that all (4) Seat Screws go completely through the Seat Support straps on chair frame. (FIG 1)**
3. Install four (4) **lock nuts** to the screws on the **Seat Assembly** and completely tighten with $\frac{7}{16}$ " wrench. **(FIG 1)**



2578

SEAT HEIGHT SET-UP AND ADJUSTMENT

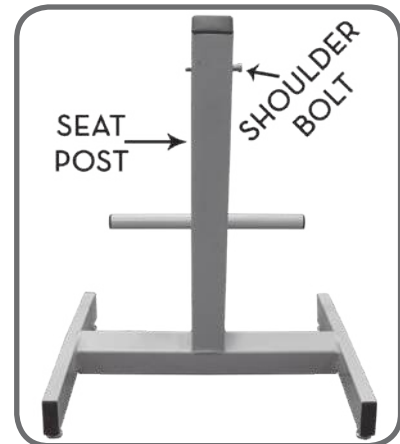
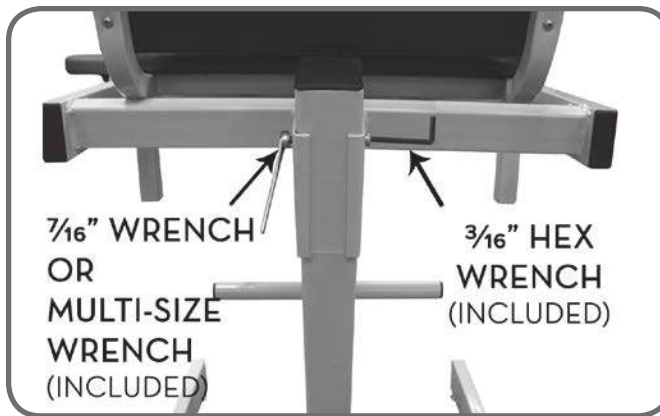
The seat height of the 2578 Elevate BDC can be adjusted during setup.



CAUTION

**THE SEAT ASSEMBLY IS VERY HEAVY - TO ADJUST THE HEIGHT, THE CHAIR MUST BE SUPPORTED BY SOMEONE WHO CAN LIFT OVER 50 LBS.
*TEAM LIFT RECOMMENDED***

1. Use **TWO (2) people!** Use the included $\frac{3}{16}$ " Hex (Allen) Wrench and the included "Multi-Size" Wrench to remove the **nut, lock-washer and shoulder bolt** from the square post on the **base assembly**.



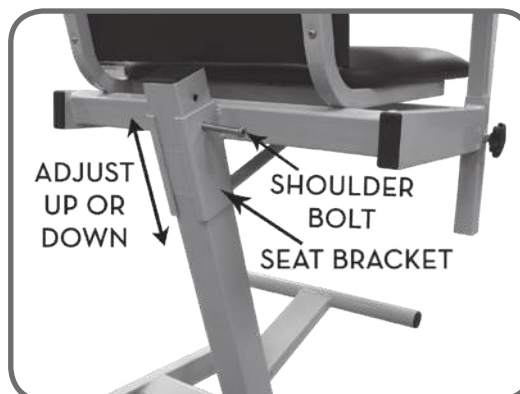
2. Align the **Seat Bracket** and **Seat Post**



IMPORTANT

Have your helper grasp the seat by the metal seat frame to hold the seat assembly steady and prevent it from dropping!

3. Slowly lower the seat bracket down onto the seat post until the hole in the seat bracket is aligned with a hole on the post for the desired seat height. Re-install the shoulder bolt and locknut into one of the aligned sets of holes to obtain desired seat height. **TIGHTEN THE NUT AND LOCK-WASHER ON SHOULDER BOLT!**



WARNING

COMPLETELY TIGHTEN SHOULDER BOLT, LOCKWASHER AND NUT BEFORE USING, OTHERWISE, INJURY COULD RESULT!

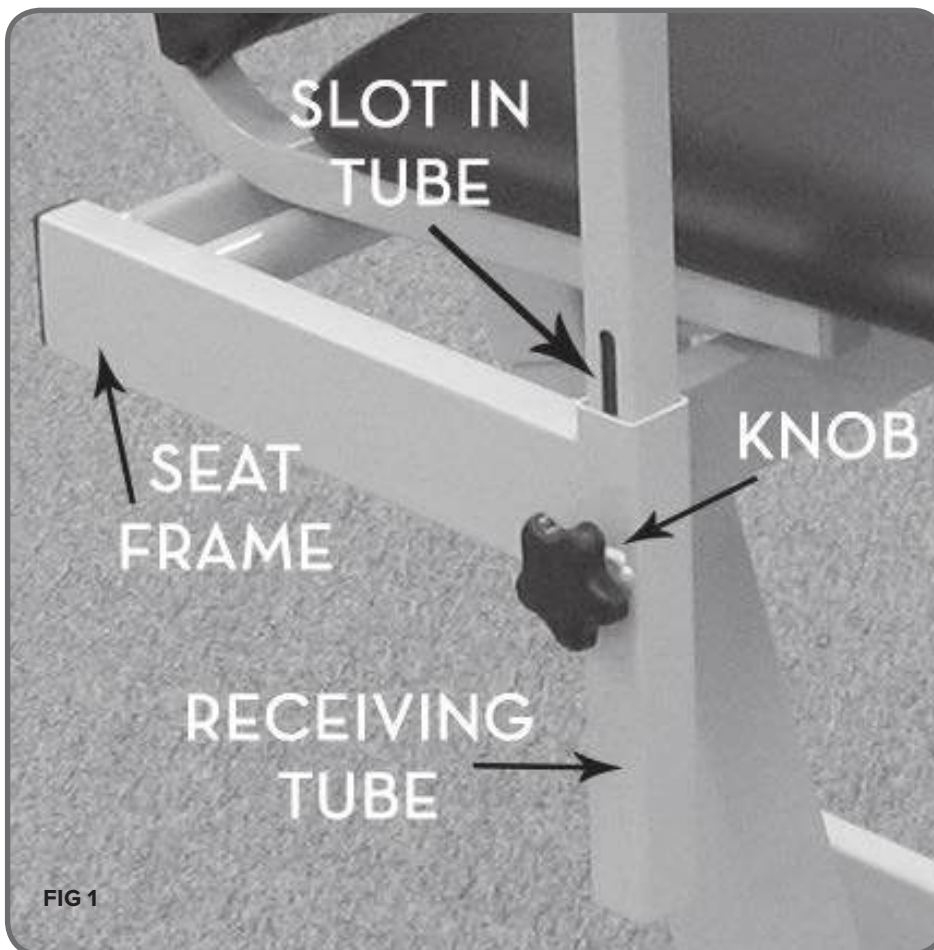
ARM ASSEMBLY AND INSTALLATION

1. If the **Arm Assembly** has not yet been installed, insert it into the **Receiving Tube** on the **Seat Frame**. (FIG. 1) *This applies to any style arm assembly
 - * **ALWAYS** make sure that the slot in the Arm Assembly faces the Knob installed on the receiving tube. (FIG. 1)
2. Then adjust the arm to the desired height and tighten the knob. Screw the Knob into the Slot. This will “capture” the arm and keep it from being able to be pulled out of the frame accidentally.



IMPORTANT

DO NOT OVER-TIGHTEN!
The Knob will NOT need to be extremely tight to effectively hold arms in position.



2578

PIVOT ARM PIVOT-POINT ADJUSTMENT

1. If you wish to change the standard setup of the **Pivot Arm** so that the pivot point is toward the front of the chair, proceed to the next step. Otherwise, skip this section. If you ordered a P2 Option, you can choose which Pivot Arm(s), if any, you wish to alter. This change may be made before or after Arm Assembly is installed on the chair.



2. Use a Phillips or #2 square bit screwdriver to remove the four (4) wood screws on the underside of the arm assembly that hold the pivot arm assembly onto the steel arm support. (**FIG 1**)

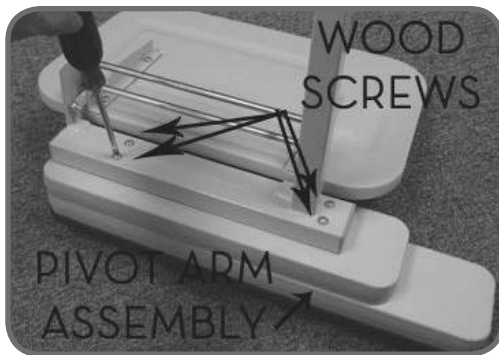


FIG 1

3. After removing the four (4) wood screws, rotate the pivot arm assembly 180° (**FIG 2**).

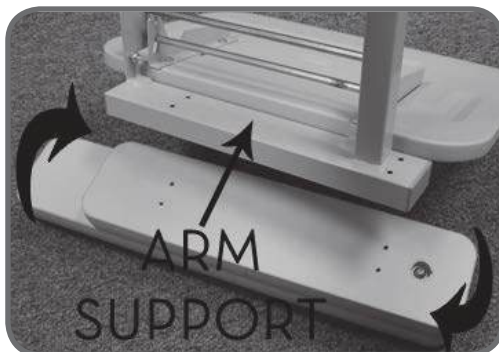


FIG 2

4. Reinstall the four (4) wood screws to secure the pivot arm in the new position.

HARMONY BDC: MODEL 2580



SHOWN: MODEL 2580-DL HARMONY BDC WITH DUAL L-ARMS



SHOWN: MODEL 2580-DL-FR HARMONY BDC WITH DUAL L-ARMS AND OPTIONAL FOOTREST

GLIDE FOOT INSTALLATION

1. Place chair on side and install four (4) **Glide Feet** in threaded holes on the bottom of the **Chair Frame** (FIG. 6 & 7).

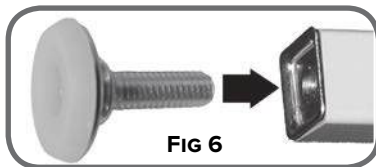


FIG 6

x6 or x8
depending on options



FIG 7

x6 or x8
depending on options

2. Lift and position the chair to the upright position, with **Glide Feet** on a level floor.
3. If the **Chair Frame** does not sit level on the floor, loosen select **Glide Feet** individually as needed to achieve stable, level positioning of the chair.
4. Continue adjusting until the **Chair Frame** is level and stable.

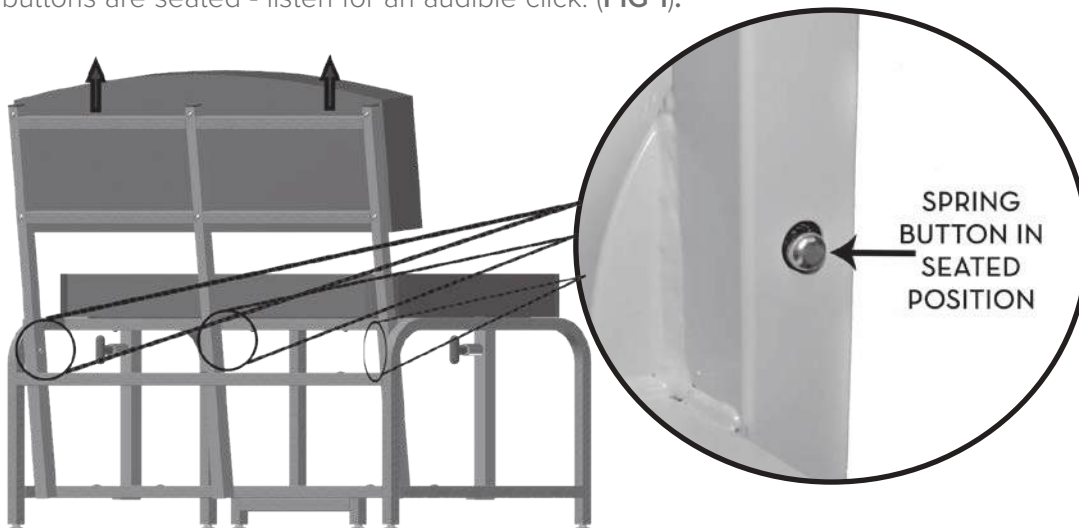
SEAT INSTALLATION

All configurations of model 2580 arrive with the seat attached. No seat installation is required for this model. However, it is a good idea to ensure that all fasteners are in place and securely tightened prior to use.

BACK INSTALLATION AND ADJUSTMENT

All configurations of model 2580 arrive with the back attached and in the lowest position. No back installation is required however, the back must be adjusted before use.

1. Remove all packaging being careful **not to cut too deep. Upholstered items enclosed!**
2. While holding the main frame down, gently pull up evenly on the back frame until the spring buttons are seated - listen for an audible click. (FIG 1).



SHORT ARM INSTALLATION

All 2580 models arrive with the short-arms attached and ready for use.

ARM HEIGHT ADJUSTMENTS

* ALL ARM CONFIGURATIONS

1. Pull **Height Adjustment Handle** out and hold while positioning arm to desired height.
2. **Height Adjustment Handle** will lock into place when properly aligned with the hole closest to desired height.

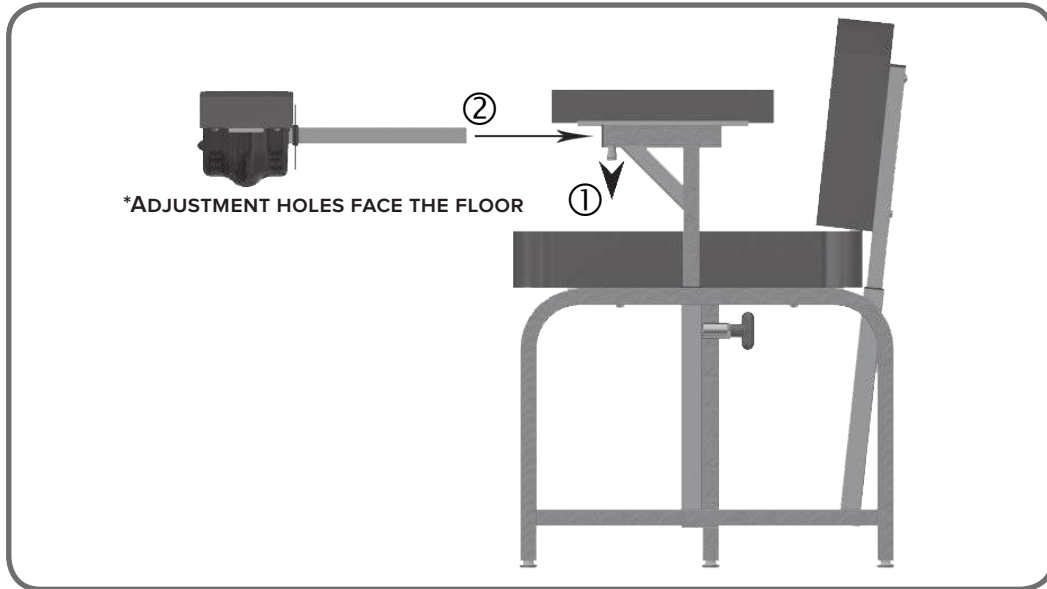
MODELS WITH CABINETS:



IMPORTANT ALWAYS SECURE ANY ITEMS IN OR ON CABINET OR TOP AND ALWAYS SUPPORT CABINET PRIOR TO PULLING ON ADJUSTMENT HANDLE. FAILURE TO SUPPORT CABINET COULD CAUSE IT TO DROP RAPIDLY AND CAUSE DAMAGE AND/OR INJURY. ALWAYS ENSURE THAT CABINET POSITION IS SECURE BY CHECKING THAT THE ADJUSTMENT HANDLE IS FULLY SEATED PRIOR TO CABINET USE.

L-ARM INSTALLATION

1. Pull down on spring loaded pin
2. Align L-Arm Assembly (holes facing floor) to Short Arm Assembly and slide into tube
3. Release spring loaded pin and adjust until pin engages on one of the five adjustment holes



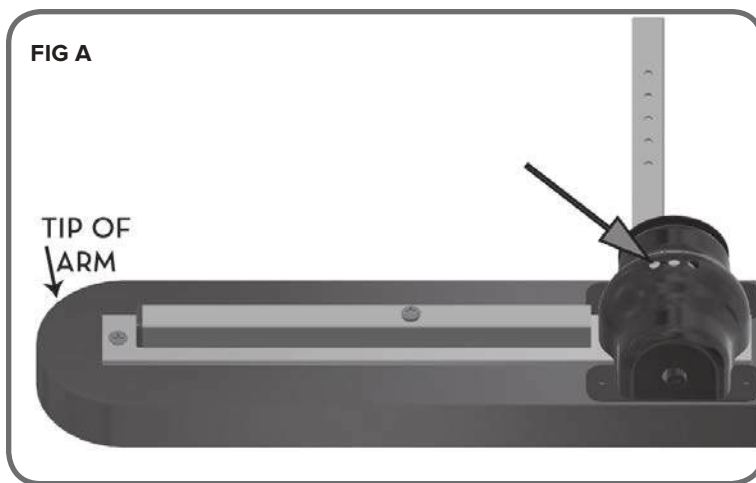
L-ARM LEVEL ADJUSTMENTS



IMPORTANT

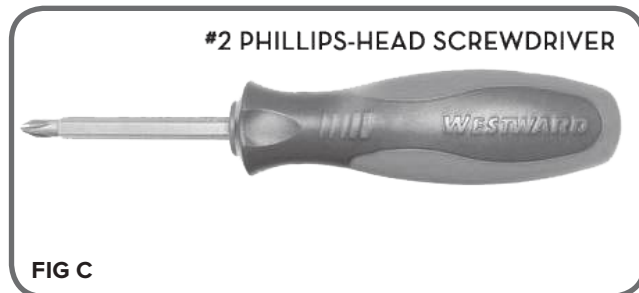
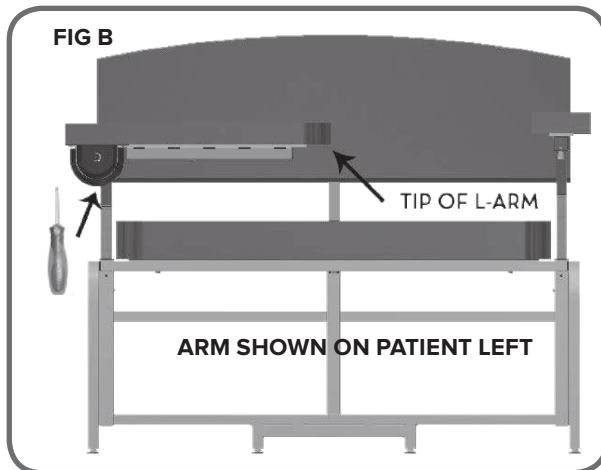
THE FOLLOWING INSTRUCTIONS SHOW YOU HOW TO ADJUST THE LEVEL OF THE L-ARM IF NEEDED.

1. Locate hole in the safety cover closest to tip of arm for leveling screw location (**FIG A**)



L-ARM LEVEL ADJUSTMENTS - CONTINUED

- Using the provided #2 screwdriver bit is in place (**FIG C**)
- Place bit into hole in safety cover (aligned with tube) engaging leveling screw (**FIG B**). There are 3 holes, use the hole nearest patient surface.

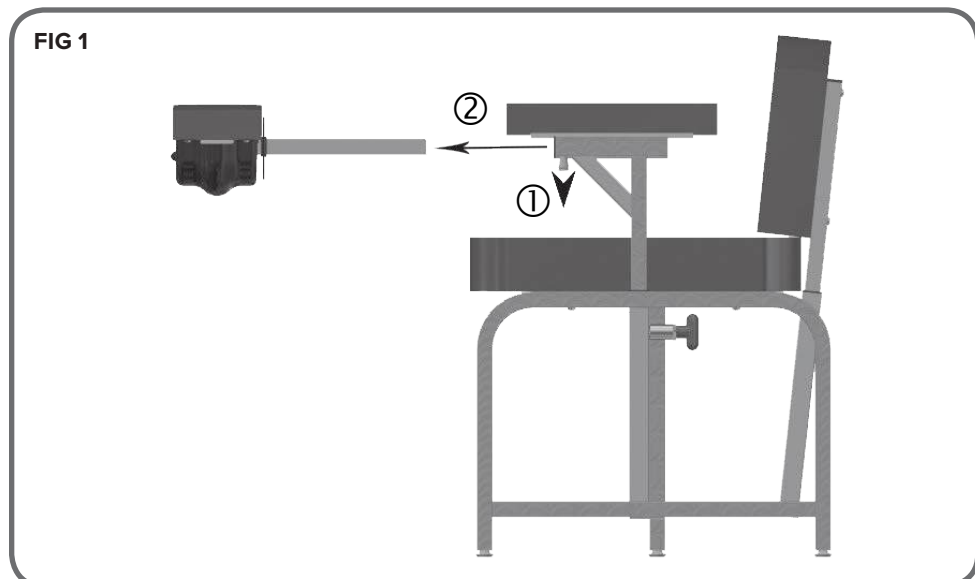


- Rotate the screw clockwise to raise tip of L-Arm or counter-clockwise to lower tip of L-Arm
- Continue adjusting until the arm is level when resting in the down position without any weight

CHANGING THE POSITION OF L-ARM

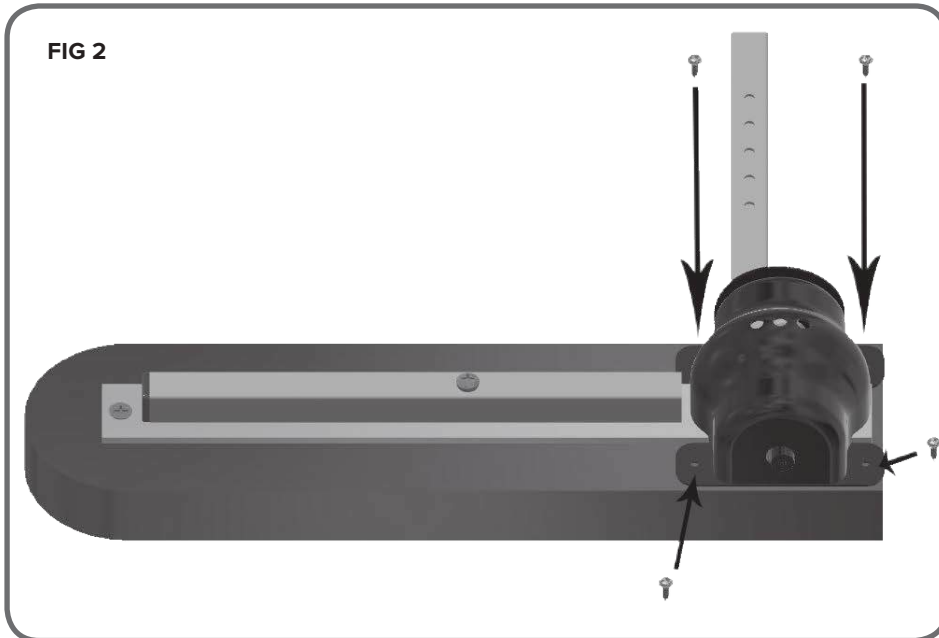
! IMPORTANT THE FOLLOWING INSTRUCTIONS ARE ONLY TO BE USED TO CHANGE THE POSITION OF THE L-ARM (RIGHT TO LEFT OR LEFT TO RIGHT).

- Pull down on spring loaded pin (**FIG 1-1**) and slowly pull the L-Arm toward you until separated from short arm (**FIG 1-2**)

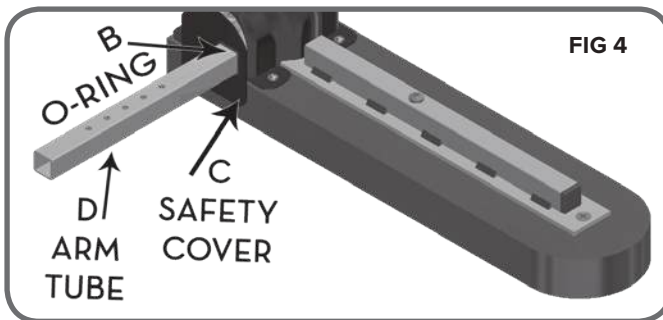


CHANGING THE POSITION OF L-ARM

- Using #2 screwdriver provided (FIG 3), remove 4 Screws (FIG 2)

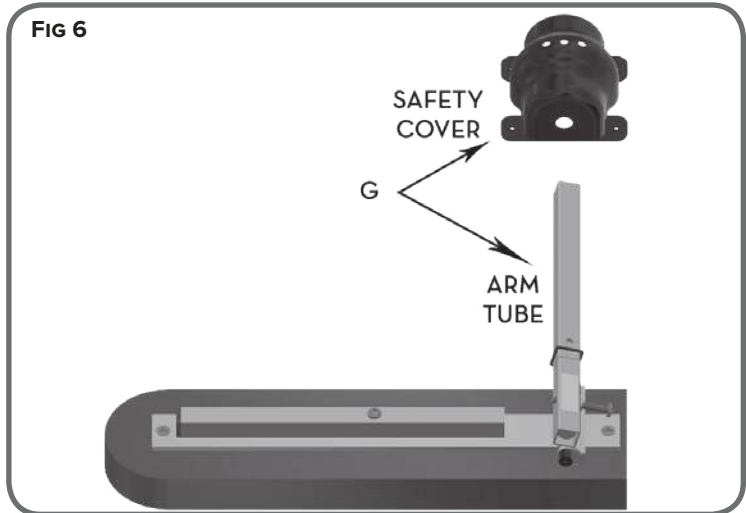
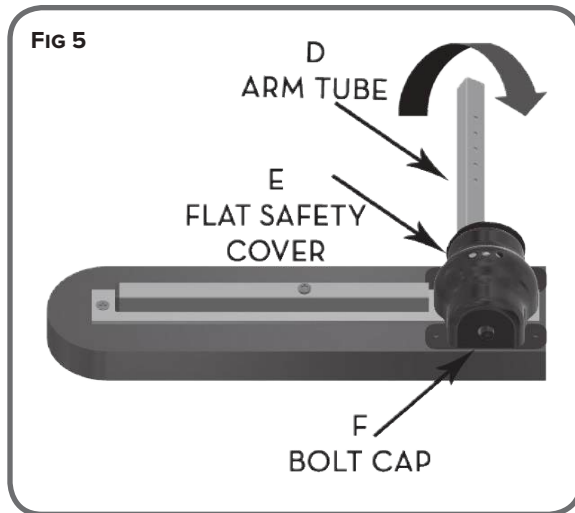


- Remove O-Ring & Flat Safety Cover (FIG 4-B & C) by sliding off of L-Arm Tube (FIG 4-D)

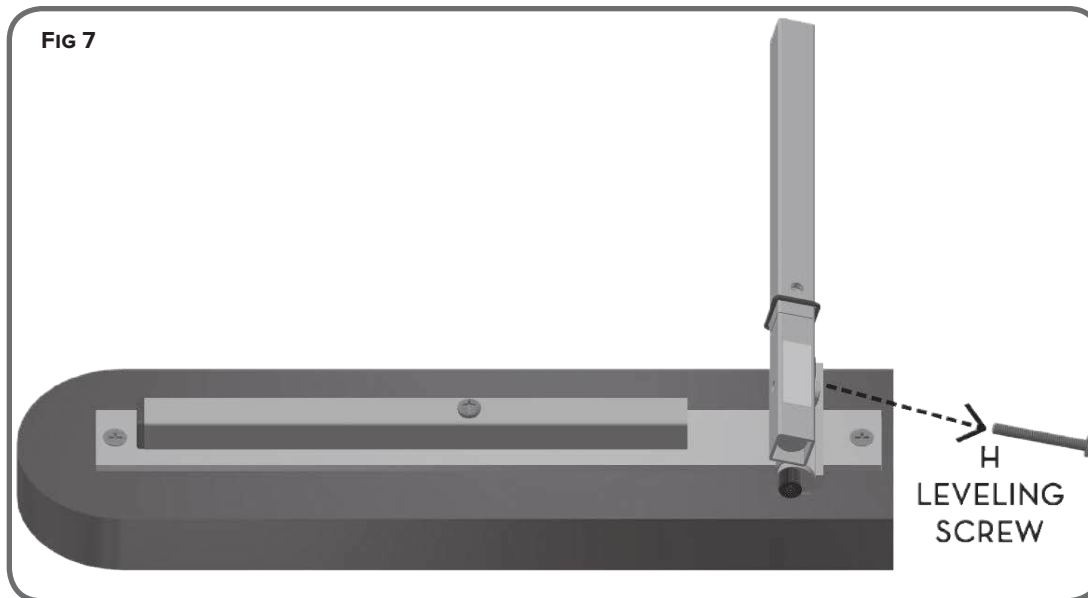


CHANGING THE POSITION OF L-ARM - CONTINUED

4. Rotate Arm Tube (**FIG 5-D**) until it stops
5. Lift & Tip the end of the Safety Cover (**FIG 5-E**): Lift end with large opening up first, then slide cover back to clear bolt cap (**FIG 5-F**) – Raise Safety Cover on bolt cap end and slide along square arm tube to remove (**FIG 6-G**)

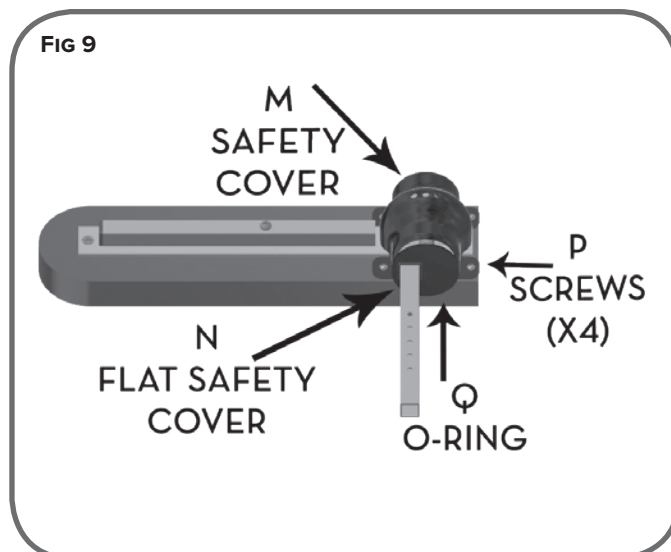
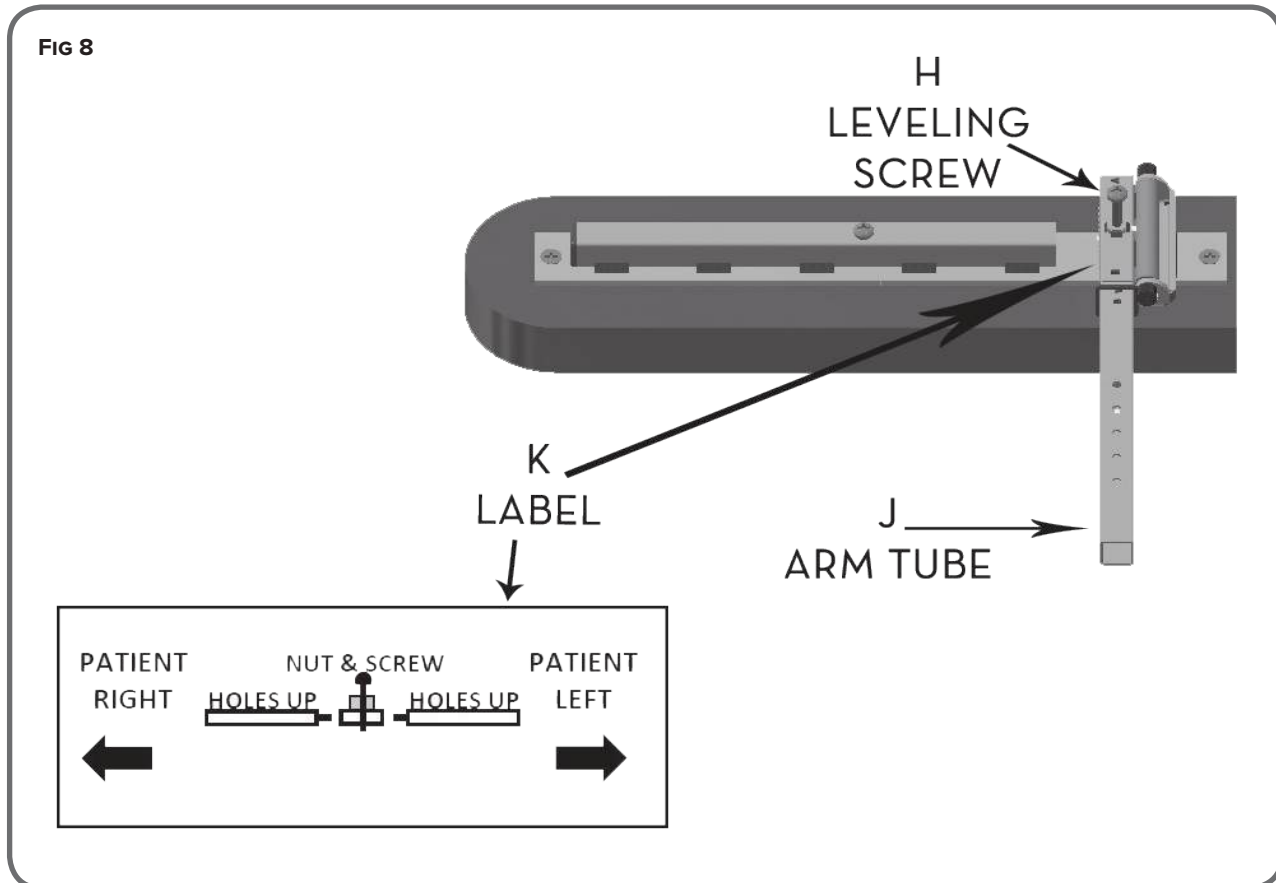


6. Remove/unscrew Leveling Screw (**FIG 7-H**)



CHANGING THE POSITION OF L-ARM - CONTINUED

7. Remove/pull out Arm Tube (FIG 8-J) and re-install in opposite end following picture on label (FIG 8-K) lining up A-A or B-B based on Patient LH or RH
8. Reinstall Leveling Screw (FIG 8-H), Safety Cover with 4 Screws (FIG 9-M & P, Flat Safety Cover (FIG 9-N), & O-Ring (FIG 9-Q) previously removed (Steps 2-6)



9. L-Arm can now be installed into the Short Arm on opposite side (see page 37)

FAILURE TO RE-INSTALL THE SAFETY COVER USING THE FOUR (4) SCREWS & THE FLAT SAFETY COVER WILL ALLOW A PINCH POINT ACCESSIBLE BY THE PATIENT, THE INDIVIDUAL ACCOMPANYING THE PATIENT, AND / OR THE CAREGIVER.

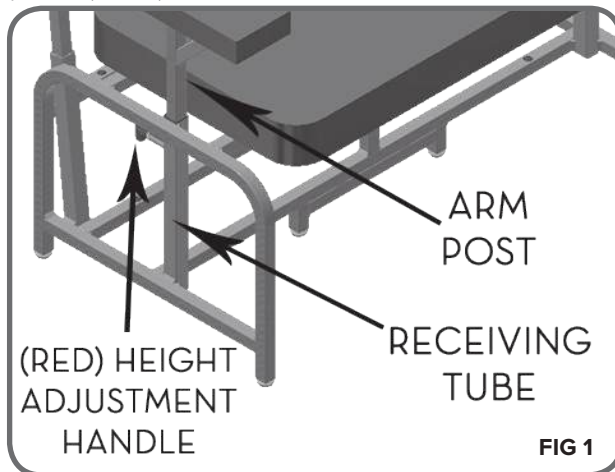
SIDE CABINET ASSEMBLY

2580 models ordered with a cabinet (2580-CL and 2580-CS) will arrive with a pre-assembled cabinet configured for installation on the **Patient Left Side** of the main frame.

SIDE CABINET INSTALLATION

INSTALLATION ON PATIENT LEFT:

1. Remove the pre-assembled side cabinet module from the box.
2. Insert the Arm Post into the Receiving Tube on the chair frame (**FIG 1**).
3. Orient the arm / cabinet to face forward and slide Arm Post into Receiving Tube.
NOTE: holes in the Arm Post should face the rear of the chair.
4. Once inserted, support cabinet and pull Height Adjustment Handle to allow arm to drop down into place (**FIG 1**).



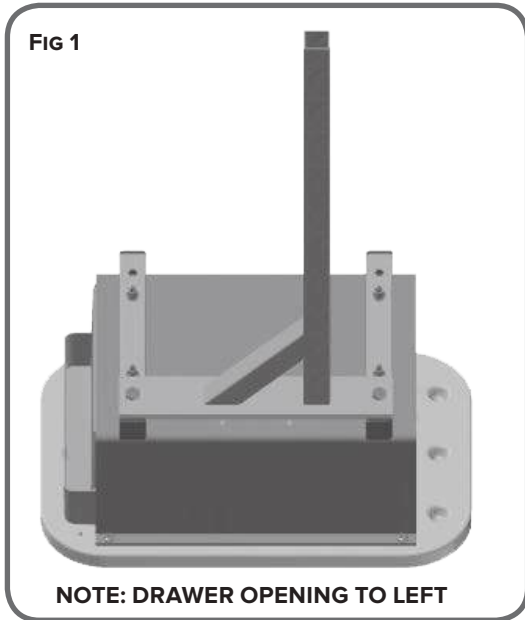
CAUTION

MAKE SURE TO KEEP HANDS AND CLOTHING CLEAR WHEN
INSERTING ARM POST INTO RECEIVING TUBE TO AVOID INJURY.

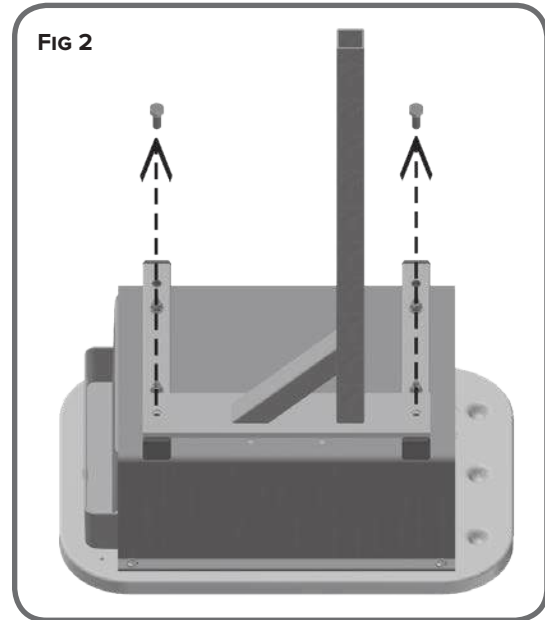
SIDE CABINET INSTALLATION - CONTINUED

INSTALLATION ON PATIENT RIGHT:

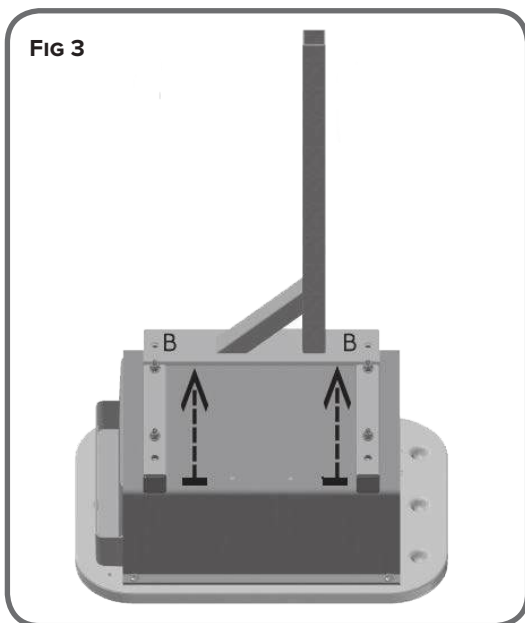
1. Remove Cabinet Assembly & lay on a flat non-marring surface (**FIG 1**)



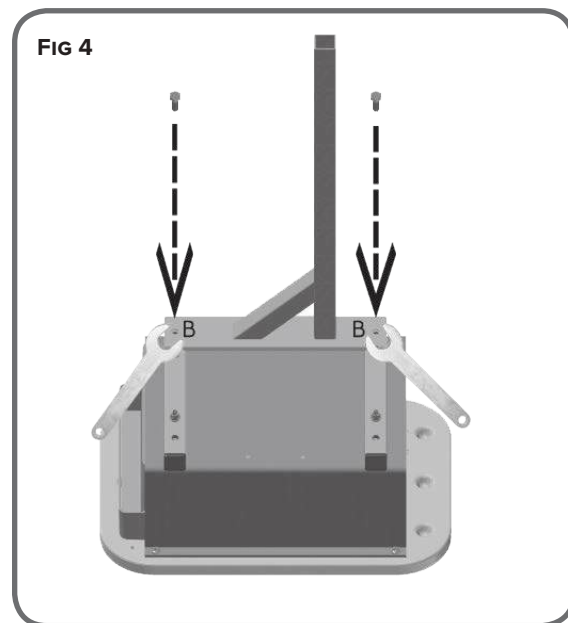
2. Remove two (2) 5/16-18 bolts using wrench provided (**FIG 2**)



3. Move Arm Weldment to Holes marked with 'B' (**FIG 3**)



4. Using bolts from step 2, install into Holes 'B' and tighten with wrench provided (**FIG 4**)



REMOVING AND RE-INSTALLING CABINET DRAWER

* MODELS 2580-CL AND 2580-CS



1. To remove drawer, open drawer until the drawer stops. Using your finger, locate the drawer stop tab mounted to the bottom of the drawer top. Press the tab against the drawer top and slide the drawer past the tab. (FIG 1)



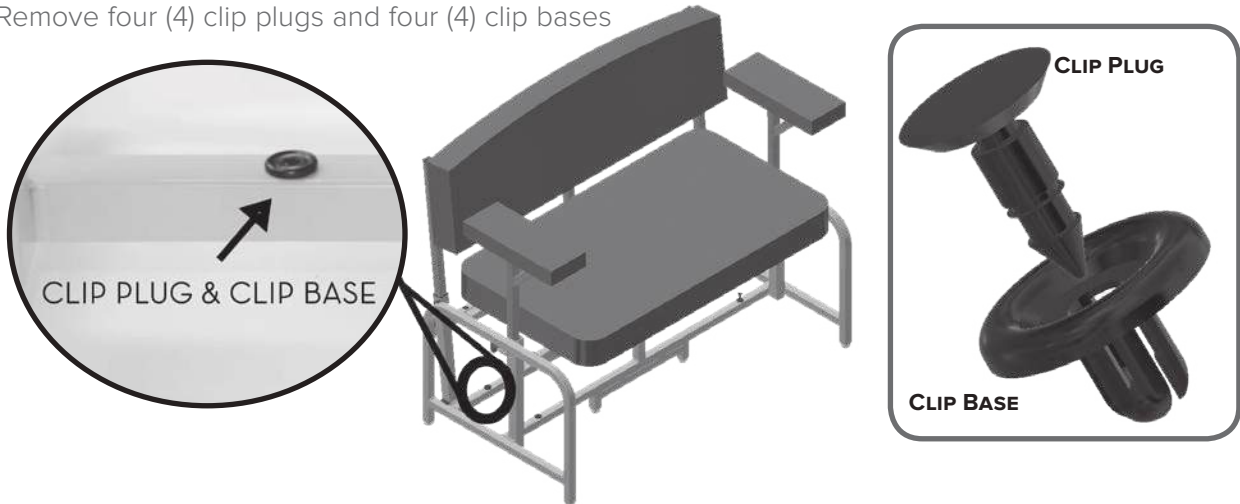
2. To reinstall the drawer, insert the rear part of the drawer past the drawer stop, then slide the drawer into the frame. (FIG 2) Bin dividers can be installed into the grooves as needed (FIG 2)



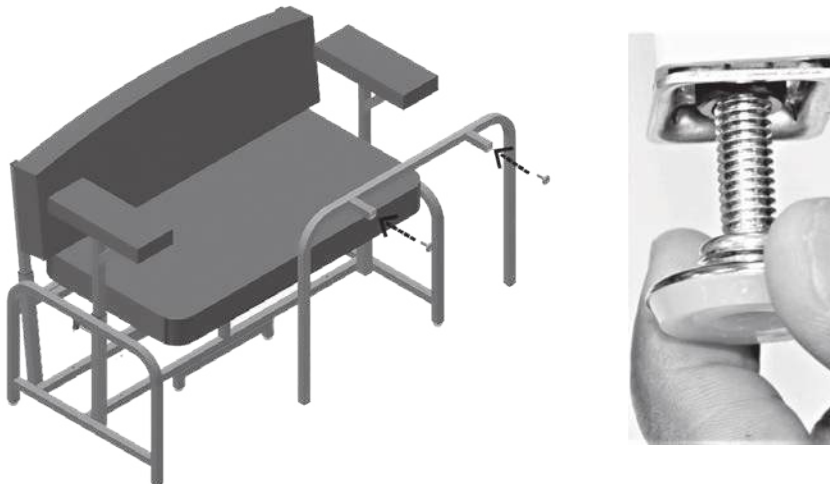
OPTIONAL FOOTREST INSTALLATION

*2580 MODELS WITH THE "FR" OPTION

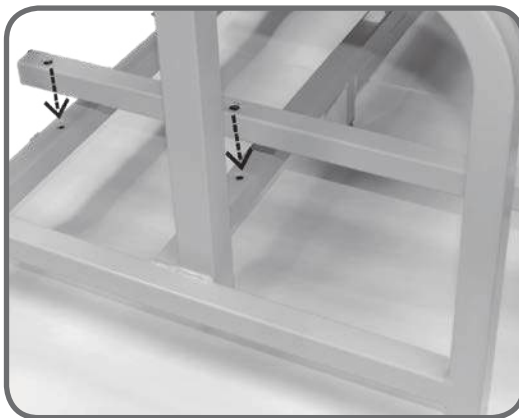
1. Remove four (4) clip plugs and four (4) clip bases



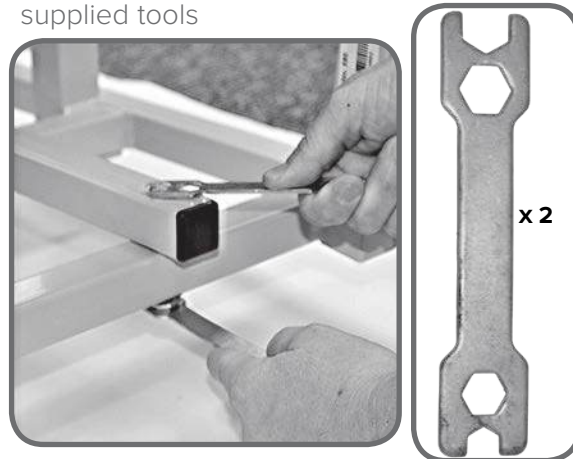
2. Install Glide Feet in threaded holes on bottom of the Footrest frame (See Page 35)



3. Align Footrest Tubes to Holes in Frame



4. Using two hands, install bolts and nuts with supplied tools





IMPORTANT ALWAYS REFER TO THE WEIGHT CAPACITY LABEL ON YOUR CHAIR.

IN ALL CASES THE LABELING ON THE CHAIR AT THE TIME OF DELIVERY INDICATES THE CORRECT RATING FOR YOUR CHAIR - WEIGHT RATING SHOULD NOT BE EXCEEDED!

SPECIFICATIONS

2570 / 2571: SPIRIT BDC

Refer to chair label for weight capacity



SEAT HEIGHT	20.5" (25.07 CM.)
SEAT WIDTH	18" (45.72 CM.)
SEAT DEPTH	15" (38.10 CM.)
OVERALL HEIGHT	36" (91.44 CM.)
OVERALL WIDTH	35.25" (89.5 CM.) / 29" (73.66 CM.)
BACK HEIGHT ABOVE SEAT	16" (40.6 CM.)
OVERALL LENGTH	20.5" (52.07 CM.)
ARM HEIGHT RANGE	26.5" - 32.5" (67.3 CM. - 82.6 CM.)
WEIGHT	35 LBS. (15.9 KG.) / 32 LBS. (14.51 KG.)

2572 / 2573: SOLACE BDC

Refer to chair label for weight capacity



SEAT HEIGHT	22.5" (57.15 CM.)
SEAT WIDTH	18.75" (47.63 CM.)
SEAT DEPTH	18.5" (46.99 CM.)
OVERALL HEIGHT	44.5" (113.03 CM.)
OVERALL WIDTH	35.25" (89.5 CM.) / 29" (73.66 CM.)
BACK HEIGHT ABOVE SEAT	24.5" (62.2 CM.)
OVERALL LENGTH	27" (68.58 CM.)
ARM HEIGHT RANGE	27.75" - 33.75" (70.5 CM. - 85.7 CM.)
WEIGHT	56 LBS. (25.4 KG.) / 50 LBS. (22.68 KG.)

2574 / 2575: UNITY BDC

Refer to chair label for weight capacity



SEAT HEIGHT	22.5" (57.2 CM.)
SEAT WIDTH	24.25" (61.6 CM.)
SEAT DEPTH	18.5" (47 CM.)
OVERALL HEIGHT	36.5" (92.7 CM.)
OVERALL WIDTH	40.25" (102.2 CM.) / 34" (86.4 CM.)
BACK HEIGHT ABOVE SEAT	16" (40.6 CM.)
OVERALL LENGTH	25" (63.5 CM.)
ARM HEIGHT RANGE	27.75" - 33.75" (70.5 CM. - 85.7 CM.)
WEIGHT	61 LBS. (27.7 KG.) / 55 LBS. (24.95 KG.)

2578: ELEVATE BDC

Refer to chair label for weight capacity



SEAT HEIGHT	25.5" - 31" (64.8 CM. - 78.7 CM.)
SEAT WIDTH	19" (48.3 CM.)
SEAT DEPTH	19" (48.3 CM.)
OVERALL HEIGHT	47" - 52.5" (119.4 CM. - 133.4 CM.)
OVERALL WIDTH - TRAY DOWN	27.5" (69.9 CM.)
OVERALL WIDTH - TRAY UP	38" (96.5 CM.)
BACK HEIGHT ABOVE SEAT	24" (61 CM.)
OVERALL LENGTH	27" (68.6 CM.)
ARM HEIGHT RANGE	33" - 44.5" (83.8 CM. - 113 CM.)
WEIGHT	65 LBS. - 73 LBS. (29.5 KG. - 33.1 KG.)



IMPORTANT ALWAYS REFER TO THE WEIGHT CAPACITY LABEL ON YOUR CHAIR.

IN ALL CASES THE LABELING ON THE CHAIR AT THE TIME OF DELIVERY INDICATES THE CORRECT RATING FOR YOUR CHAIR - WEIGHT RATING SHOULD NOT BE EXCEEDED!

SPECIFICATIONS

2580 / 2580-SL / 2580-DL / 2580-CL / 2580-CS: HARMONY BDC



Refer to chair label for weight capacity



SHOWN: 2580-DL-FR

SEAT HEIGHT	20" (50.8 CM.)
SEAT WIDTH	36.75" (93.4 CM.)
SEAT DEPTH	18.5" (47 CM.)
OVERALL HEIGHT	35.75" (90.81 CM.)
OVERALL WIDTH	2580 44" (111.8 CM.) / 2580-SL 45" (114.3 CM.) / 2580-DL 46" (116.8 CM.) / 2580-CL 51" (129.5 CM.) / 2580-CS 50.5" (128.3 CM.)
BACK HEIGHT ABOVE SEAT	15.75" (38.1 CM.)
OVERALL DEPTH	2580, 2580-CS 24" (61 CM.) / 2580-SL, 2580-DL, 2580-CL 29" (73.7 CM.)
ARM HEIGHT ADJUSTMENT	24.5" - 32.25" (62.2 CM. - 81.9 CM.)
L-ARM DEPTH ADJUSTMENT	17" - 21" (43.18 CM. - 53.34 CM.)
CABINET HEIGHT ADJUSTMENT (CL & CS MODELS)	28.5" - 35.75" (72.4CM. - 90.8 CM.)
WEIGHT	2580 77 LBS. (34.9 KG.) / 2580-SL, 2580-CS 87 LBS. (39.5 KG.) / 2580-DL, 2580-CL 97 LBS. (44 KG.)

WARRANTY INFORMATION

WINCO MEDICAL FURNISHINGS LIMITED WARRANTY

TERMS

Winco Mfg., LLC., warrants Winco Medical Furnishing products to be free of manufacturer's defects in material and workmanship, provided that the product is used according to normal operating conditions and proper maintenance intended by manufacturer. This warranty is available only to the original retail purchaser, is non-transferable and commences on the date of retail sale; proof of purchase required.

- **Limited One Year Complete Product Warranty:** Winco Mfg., LLC warrants the complete product for one (1) year. At Winco Mfg., LLC's sole discretion, it may repair or replace any components that are found to be defective during the first year after shipment from the Winco facilities. Winco Mfg., LLC, shall not be liable for any labor, or any other costs incurred as a result of or in conjunction with a warranty claim.
- **Limited Three-Year Warranty:** Winco Mfg., LLC warrants the recliner mechanisms, casters, electrical components, vinyl [from cracking or delaminating], and pressurized gas springs, for a period of three (3) years. At Winco Mfg., LLC's sole discretion, it may repair or replace components found to be defective. Winco Mfg., LLC, shall not be liable for any labor, shipping or any other costs incurred as a result of or in conjunction with a warranty claim.
- **Limited Lifetime Chair Frame Warranty:** Winco Mfg., LLC warrants the steel product frames, when new, for the lifetime of the original purchaser. This limited warranty does not apply to paint/finish or any components attached to the frame such as; upholstery, foam, casters, mechanisms or related parts that are covered under above warranties. Winco Mfg., LLC shall not be liable for any labor, shipping or any other costs incurred as a result of or in conjunction with a warranty claim.

The purchaser's exclusive remedy under this warranty shall be limited to such repair or replacement of defective components at Winco Mfg., LLC sole discretion. For warranty service, contact the dealer that the product was originally purchased from or Winco Mfg., LLC directly.

EXCLUSIONS

There are no other warranties, conditions, representations or guarantees, express or implied, made or intended by Winco Mfg., LLC and all other warranties, conditions, representations or guarantees including any warranties, conditions, representations or guarantees under any Sale of Good Act or like legislation or statute are hereby expressly excluded. Any and all other implied warranties shall not extend beyond the duration of the express warranty. Liability for incidental or consequential damages is excluded to the extent permitted by law. Some states do not allow exclusions or limitations so the above limitations or exclusions may not apply to you. This warranty gives you specific legal rights. In addition, you may also have other rights, which vary from state to state.

GENERAL PROVISIONS

No warranty herein contained or set out shall apply when damage or repair is caused by any of the following:

1. Damage in transit
2. Accident, alteration, abuse or misuse of product i.e., exceeding weight capacities, applying inordinate pressure to footrest/leg rest.
3. Fire, water damage, theft, war, riot, hostility, acts of God

Examples contained in this list are not to be construed as all-inclusive.

**VISIT OUR WEBSITE (WINCOMFG.COM) TO VIEW OUR FULL LINE OF
MEDICAL FURNISHINGS AND STRETCHER-CHAIRS.**

**ADDITIONAL COPIES OF THIS MANUAL AND OTHER PRODUCT DOCUMENTS ARE
AVAILABLE FOR DOWNLOAD VIA THE RESOURCES SECTION OF OUR WEBSITE.**

SPECIFICATIONS SUBJECT TO CHANGE

While we endeavor to maintain consistent products, due to conditions beyond our control, specifications are subject to change without notice. We reserve the right to add or delete products at any time and without prior notice. Always provide your product's specific serial number when ordering any replacement parts. When in doubt, contact a Winco representative (352-854-2929 or 1-800-237-3377) for further information.

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CONTACT US

To arrange a demonstration or to speak with one of our associates, please feel free to contact us at:
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