

Wheelchair Care Guide

Optimize your facility's wheelchair fleet for safety, compliance, and cost-efficiency.



**Roll with
Confidence**



Why Medline?

Medline is a trusted partner in healthcare equipment solutions.

Facilities choose Medline wheelchairs for many reasons:

- **Tested for Long-Term Use**—Our wheelchairs undergo 200,000 cycles of double-drum fatigue testing to ensure lasting performance under repeated use
- **Functionality and Versatility**—We offer a wide range of wheelchair models to meet diverse patient needs, including options for adjustable leg rests, reclining backs, and compatibility with accessories like IV poles, seat belts, and O2 holders
- **Cost-Effectiveness and Warranty**—Medline wheelchairs offer excellent value with a long lifespan. Each chair includes a one-year replacement parts warranty and a limited lifetime frame warranty
- **Customization**—Custom upholstery options are available to align with your facility's branding, combining function with a professional appearance

Is Your Wheelchair Fleet Safe, Compliant and Cost-effective?

Over time, wear and tear can compromise performance, increase costs, and pose compliance risks. Medline's Wheelchair Assessment Checklist and Inspection Guide is designed to help healthcare facilities optimize their wheelchair fleet.

Stay ahead of these challenges with a two-part approach:

- Contact your Medline Representative to see if you qualify for a free assessment
- Use the Self-Inspection Guide (pg.3) to perform routine inspections between professional evaluations

Why It Matters?

This Assessment Checklist and Inspection Guide helps your facility:

- Improve compliance with safety standards
- Enhance patient safety and comfort
- Reduce costs through proactive maintenance
- Simplify purchasing decisions with clear, actionable insights

Who Is This For?

This Assessment Checklist and Inspection Guide is ideal for:

- Facilities with a high volume of Medline wheelchairs
- Outdated Medline chairs needing replacement or repairs

The information in this guide pertains exclusively to Medline wheelchairs.

Our Wheelchair Assessment Checklist

Our trained product quality team conducts a thorough, on-site evaluation of your wheelchair fleet, including:

- Inspection of key components (brakes, wheels, upholstery, accessories)
- Identification of parts or chairs needing repair or replacement
- Documentation of serial numbers and models
- A final report with recommendations and cost estimates

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Self-inspection Guide

1. General

Inspect the entire wheelchair for broken parts, sharp edges and loose fasteners. Ensure that everything works and the chair rolls straight without drag and does not pull to one side. Replace or tighten parts as needed. Inspect for bent frame and crossbars.

2. Frame and Cross Braces

Check that the frame and cross braces are not bent or dented. Check the tubing for cracks and rust. If such issues are found, take the wheelchair to your local service dealer.

3. Upholstery

Inspect for any rips, tears or worn spots and replace as necessary. Inspect the upholstery screws and assure that all are present and tight. Torn or worn upholstery may not support the user's weight and could result in a fall with serious bodily injury.

4. Armrests

Check for cracks, looseness, or sharp edges.

5. Hand Grips

Ensure the hand grips are tight and secure on the handles. They should not move or twist.

6. Footrests/Leg Rest

Ensure the leg rest assembly release works properly. Ensure the assembly automatically locks securely into place when attached and will not accidentally unlock.

7. Front Caster Forks

Verify the forks swivel freely without binding. Check to ensure the casters roll freely by lifting the chair and spinning the caster. The caster should come to a gradual stop. If the nut is too loose, the castor will flutter or shimmy. If the nut is too tight, the chair will be difficult to steer. Check the bearings and clean the fork stem housing.

8. Front Casters and Wheels

Ensure the caster/wheel axle and nuts are tight. The fork housing and the rear and front wheels are constructed with low maintenance, sealed bearings to keep dirt out and increase the durability of the chair. Bearings are also protected with an additional bearing spacer component. Check that the wheels are not warped, cracked or otherwise damaged and the spokes are not broken. Replace as needed. Assume that the wheels spin freely. Replacement and maintenance of wheel bearings should be completed by a qualified wheelchair technician only.

9. Front and Rear Tires

Solid tires require minimal maintenance. They should occasionally be cleaned with a damp cloth. Replace the tires if they become cracked, excessively worn, or have flat spots.

10. Recliners (For Equipped Models)

Inspect the reclining mechanisms to ensure they are clean and work freely. Ensure the stabilizer bar locks securely into place.



Let's Get Started

Act now

Contact your Medline Representative to schedule a wheelchair assessment today. Your Medline Representative will walk you through the process and help you take the next step toward a safer, more efficient fleet.

This guide helps you identify potential issues early and maintain your fleet between professional assessments. Refer to the Self-inspection Guide section (pg. 3) to perform your own inspection.



**We make
healthcare
run better™**

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