



Direct Supply, Inc.

BEHAVIORAL HEALTH CASEGOOD FURNITURE

Owner's Manual

Please keep and refer to this Owner's Manual.

Thank you for purchasing Direct Supply behavioral health casegood furniture from Direct Supply Equipment & Furnishings® distributed by Direct Supply Manufacturing, Inc. Please read this entire guide carefully and keep it for future reference. This guide will provide you with instructions, warnings, warranty information and other important information about your Direct Supply behavioral health casegoods furniture. Share this information with your housekeeping, nursing and maintenance staff to help ensure your behavioral health casegoods are used and cared for properly.

Definitions & Symbols and Product Description

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Definitions & Symbols

NOTE: Indicates a tip.

CAUTION: Indicates correct operating or maintenance procedures in order to prevent damage to or destruction of the equipment or other property.

WARNING: Calls attention to a potential danger that requires correct procedures or practices in order to prevent personal injury.

⚠: Attention. Read the instructions.

PRODUCT: Your Maxwell Thomas casegood furniture.

YOU and YOUR: The facility, community or other entity that has purchased the product.

WE, US and OUR: Direct Supply Manufacturing, Inc.

Product Description

Benefits of Direct Supply Behavioral Health Casegood Furniture

Direct Supply behavioral health casegoods were designed specifically for the Behavioral Health market. All of the behavioral health casegoods furniture units are constructed using quality hardwood veneer and hardwood lumber. All surfaces are covered in a durable polyurethane coating to promote moisture resistance and minimize the potential for scratching. 2mm vinyl finish-matched edge-banding removes sharp edges and corners for extra safety, and seals all surfaces for maximum moisture resistance. Solid back and floor panels allow for easy anchoring and maximum strength and durability. Permanent shelves stay in place to reduce the potential for injuries.

Warnings, Cleaning and Maintenance

Warnings

⚠ WARNING: Do not use this product for balance.

⚠ WARNING: Product may pose a tipping hazard if used for weight-bearing purposes. To reduce the risk of injury, Customer is advised to anchor the Product to the wall prior to use.

⚠ WARNING: Do not sit on this product.

⚠ WARNING: Failure to comply with all instructions, warnings and precautions, or using the product for a purpose other than its intended use, could result in bodily injury.

⚠ WARNING: Do not stand on this product.

⚠ CAUTION: Do not move furniture on bare hardwood floors. At all times, place the furniture on a protective area rug or protective hardwood felt pads. This will help protect your hardwood floors from potential scratches.

⚠ CAUTION: Do not expose surfaces to prolonged moisture.

⚠ CAUTION: Always check with your local authorities to ensure this product meets all applicable regulations and fire standards.

NOTE: All Direct Supply Behavioral Health casegood furniture meets ANSI/BIFMA X5.5 standards.

NOTE: All Direct Supply Behavioral Health casegood furniture is TSCA Title VI compliant.

Cleaning

We recommend the following cleaning practices to help maintain the appearances of the wood and veneer surfaces on your Direct Supply Behavioral Health casegood furniture.

Wood and veneer surfaces should be cleaned with an antimicrobial wood cleaner and wiped off with a cloth or sponge. Be sure all surfaces are thoroughly dried following cleaning. The cleaning product must be safe to use on wood and veneer surfaces to prevent finish damage over time. Use of harsh chemicals or allowing liquids to sit over long periods of time will damage the finish, so we strongly discourage these practices. Be sure to follow the manufacturer's recommended procedures when using chemicals.

Maintenance

Examine the product at least every 60 days, or more often as needed, for loose screws, joints and other miscellaneous damage. Do not use the product if it has been damaged in any way. If there is damage, evaluate the extent and tighten, adjust or replace screws as needed. Use furniture touch-up markers and furniture polish for minor wood finish scratches and scuffs.

Casegoods Installation

Casegoods Installation

NOTE: A qualified furniture installer is required to ensure that proper installation and safety measures are followed.

Direct Supply Behavioral Health Casegoods can be free standing, connected to other casegood units, or mounted to the wall, and beds can be free standing, or mounted to the floor.

Wall Mounting (wall studs):

1. Plan out where each casegood piece will be located.
2. Locate wall studs and mark with tape/pencil.
3. Measure stud location from a landmark (corner of room/door jam, etc.).
4. Move casegoods unit into position against the wall.
5. Transfer measurement from landmark to mark stud location to the inside surface of the casegood unit - mark with tape or pencil.
6. Drill $\frac{1}{8}$ " pilot hole through back panel of casegood unit.
7. Install mounting hardware through back panel into wall stud.
8. 4-6 mounting screws are needed for each casegoods piece to securely attach unit to the wall.

Wall Mounting (concrete):

1. Plan out where each casegood unit will be located.
2. Drill 4-6 $\frac{1}{4}$ " pilot holes through the back panel of each casegoods unit.
3. Using an impact drill, screw the concrete screws through the back panel and into the concrete wall until secure.

NOTE: If wall-mounting is desired, and baseboard trim is present, then two options are available:

1. Cut baseboard away from wall to fit the casegood unit inside of - this way the unit is flush to the wall.
2. Add a spacer to the back panel of the casegood unit to offset it from the wall. Wall mounting screws must go through the added spacers.

Mounting To Another Casegood Unit:

1. Place the casegoods units into position with adjacent side panels touching each other.
2. If needed, use a small clamp to hold both units in place.
3. On the inside surface of one side panel, mark the mounting holes with a pencil.
4. Using a $\frac{1}{8}$ " drill bit, drill pilot holes 1" deep (all the way through the first side panel, and $\frac{1}{4}$ " deep into the second side panel).
5. Insert the $1\frac{3}{8}$ " pan-head wood screws until secured.

Casegoods Installation

Bed Mounting (Wood Floor):

1. Remove the bed deck to expose the inner surfaces of the bed frame.
2. Position L-Brackets inside of the bed (10) with 3 equally spaced on each long side, and two at the head and foot of the bed.
3. Add 3/4" long pan-head wood screws going through the L-Bracket into the side panels of the bed.
4. Add 1 1/2" pan-head wood screws going through the L-Bracket into the wood floor.
5. Bed deck is then secured using the provided wood screws.

Bed Mounting (Concrete Floor):

1. Remove the bed deck to expose the inner surfaces of the bed frame.
2. Position L-Brackets inside of the bed (10) with 3 equally spaced on each long side, and two at the head and foot of the bed.
3. Add 3/4" long pan-head wood screws going through the L-Bracket into the side panels of the bed.
4. Add 1 3/4" concrete screws going through the L-Bracket into the concrete floor.
5. Bed deck is then reinstalled using the provided hardware.

Headboard Installation:

The head-end of the bed (if ordered with headboard) will have threaded inserts to secure the headboard. Note the that headboard is not attached.

1. Locate head-end of bed
2. Remove bed deck to expose the inner surfaces of the bed frame.
3. Position headboard so the mounting holes line up with the threaded inserts.
4. Install mounting hardware.
5. Move bed into position.
6. Bed deck is then reinstalled and secured using the provided hardware.

Bed Restraint Installation:

If ordered, the bed restraints need to be installed and do not ship attached.

1. Remove the bed deck to expose the inner surfaces of the bed frame.
2. Hold the restraint in position so the threaded inserts are aligned with the mounting holes.
3. Install provided hardware.
4. Move bed into position.
5. Bed deck is then reinstalled and secured using the provided hardware.

Limited Warranty

Limited Warranty

We offer to you, as the original purchaser, a warranty for the Direct Supply product you have purchased. Our warranty applies for the limited warranty period stated below. If any product or product part listed below is defective in material or workmanship during the applicable limited warranty period, we will repair or replace it at our cost. Please note that the decision to repair or replace a product or product part will be at our discretion. Our warranty applies only if the product is properly maintained by the original purchaser for normal, indoor use and does not cover normal wear and tear, modification of the product, or damage caused by abuse, improper use, failure to maintain, use which exceeds the published product limitations, or the combination of any product with another product. In addition, our warranty does not cover fading, characteristics or natural variations in texture, colorfastness, stains, spills or exposure to chemicals, odors, heat or light. In certain cases, we may provide you repair or adjustment instructions and/or replacement parts, and ask you to perform a repair or adjustment or replace a defective part.

Our warranty gives you specific legal rights, and you may also have other rights, which vary from state to state. Please note that our limited warranty period begins when we ship the product to you. The limited warranty period and our obligations under the warranty period and our obligations under the warranty end once you transfer the product to someone else or at the end of the applicable limited warranty period identified below, whichever is earlier.

Description:	Warranty Period (Parts)	Anticipated Usable Product Life
Direct Supply® Behavioral Health Casegoods	7 Years	7 Years

Anticipated Usable Product Life is based on normal use with proper maintenance, cleaning and storage. You should still inspect, monitor and care for the product, as the product may need to be replaced sooner than anticipated in particular situations.

Limited Warranty

DIRECT SUPPLY MANUFACTURING, INC. MAKES NO IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE; THESE AND ALL OTHER IMPLIED WARRANTIES ARE SPECIFICALLY DISCLAIMED. TO THE FULLEST EXTENT ALLOWED BY LAW, DIRECT SUPPLY MANUFACTURING, INC. WILL NOT BE LIABLE FOR ANY INCIDENTAL, SPECIAL, CONSEQUENTIAL OR PUNITIVE DAMAGES, OR LOST PROFITS THAT MAY RESULT FROM THE PRODUCT OR YOUR USE OF OR INABILITY TO USE THE PRODUCT EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. OUR TOTAL LIABILITY TO YOU, IF ANY, IS LIMITED TO THE PRICE OF THE PRODUCT GIVING RISE TO YOUR CLAIM. Some states do not allow an exclusion or limitation of incidental or consequential damages, or how long an implied warranty lasts, so the above limitations or exclusions may not apply to you. If implied warranties are not excluded, and to the extent allowed by law, we limit any and all implied warranties to the applicable warranty period identified above. Except for rights under any applicable state law, the remedies provided under this warranty are your sole and exclusive remedy for any breach of our warranty and state the entire limit of our responsibilities.

Customer Service

Our promise to you is that you will have a convenient and easy ordering experience, receive quality casegood furniture and enjoy outrageous customer service. If you have any questions about the casegood furniture you have purchased or would like to request warranty service, please contact: **Direct Supply Equipment & Furnishings** at 1-800-634-7328, 6767 W. Champions Way, Milwaukee, WI 53223, SalesSupport@DirectSupply.com.



DirectSupply.com

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