

Oxygen Equipment Quick Start Guide



Thank you for choosing us
for your oxygen needs.

Safety

It is important to keep all oxygen equipment and supplies away from heat sources and open flames. **NEVER SMOKE OR PERMIT SMOKING WHILE USING OXYGEN.**

Also, avoid oxygen equipment and supplies coming into contact with any petroleum based solutions, gels or lotions, including Vaseline, furniture polish and aerosol cleaning sprays.

Do not use extension cords.

Maintain 12" clearance on all sides of equipment.

Never store concentrator or cylinders in an enclosed area such as a vehicle trunk or closet.

Always store cylinders in supplied rack or lay cylinders flat on the ground. **DO NOT STAND.**

What is Oxygen?

Oxygen is a prescribed drug, just like any other medication your doctor may prescribe for you. You should never change your oxygen flow rate stop using oxygen without the approval of your doctor. **If your doctor does change your prescribed oxygen flow rate, please notify Medical Service Company immediately.**

Oxygen is safe when used as directed.

Oxygen is not explosive and will not catch on fire. However, oxygen will cause things burning to burn hotter and faster.

Using Equipment

- ▶ Plug into grounded outlet.
- ▶ On/Off switch- Alarm may sound during startup.
- ▶ Adjust flow selector to prescribed setting, reading so sight window ball is in middle of reading.
- ▶ Connect nasal cannula, swivel or other accessories as supplied.
- ▶ Never use more than the total 50 feet of tubing.
- ▶ If using a humidifier bottle, **only use distilled water. NEVER use tap water, spring or filtered water.**

Cleaning

- ▶ **Filters-** Weekly rinse dirt and dust off in warm water.
- ▶ **Concentrator-** Dust with a dry or lightly dampened towel as needed. **Avoid using harsh cleaning chemicals.**
- ▶ **Humidifier Bottle-** Daily empty any water, rinse and replace with fresh distilled water. Weekly wash with warm water and non-lotion detergent, such as Joy. Also soak in disinfection solution made of 1 part white vinegar and 3 parts water. Let air dry.
- ▶ **Cannula-** Replace at minimum every 4 weeks.
- ▶ **Tubing-** Replace every 3 months/90 days.
- ▶ **Humidifier-** If applicable, replace every 3 months/90 days as long as cleaning schedule is followed.

Troubleshooting

Issue: Temperature light is on (if present).

Solution:

- ▶ Check if unit is obstructed by bedspread, drapes, wall, etc.
- ▶ Check filters to ensure they are clean.
- ▶ Turn unit off. Switch to backup cylinder for 30 minutes while machine cools. Restart unit.

Issue: No oxygen flowing from nasal cannula.

Solution: Place the nasal prongs of cannula in a glass of water and look for a steady flow of bubbles.

- ▶ If you see bubbles, it is working.
- ▶ If you do not see bubbles or bubbles greatly decrease in volume, check that all tubing is connected tight, humidifier jar isn't cross-threaded and flow rate is set properly on unit.

Troubleshooting

Issue: Unable to set prescribed flow rate.

Solution:

- ▶ Disconnect tubing. If flow rate restored, replace with new tubing.
- ▶ Disconnect nasal cannula. If flow rate restored, replace nasal cannula.
- ▶ Disconnect humidifier bottle.

Issue: Unit is not working and/or alarm is sounding.

Solution:

- ▶ Check plug at outlet.
- ▶ Press reset button or on/off switch.
- ▶ Check circuit breaker or fuse. Ensure wall switch that controls outlet is on, if applicable. Try another outlet.

Troubleshooting

Issue: Water is in oxygen tubing.

Solution:

- ▶ **No Humidifier-** Remove nasal cannula and place in container to catch water. Increase oxygen flow to maximum level to blow moisture out of tubing and cannula. Return oxygen flow to prescribed setting and replace cannula on face.
- ▶ **Humidifier-** Remove nasal cannula and place in container to catch water. Remove water chamber to empty all water, then reconnect. Increase oxygen flow to maximum level to blow moisture out of tubing and cannula. Return oxygen flow to prescribed setting and replace cannula on face. Refill chamber 1/2 full with fresh distilled water.

Please contact our office for all other issues.

Portable Oxygen Concentrator Setup

Patients' prescribed setting is _____ at rest & _____ with exertion
_____ Hours per day

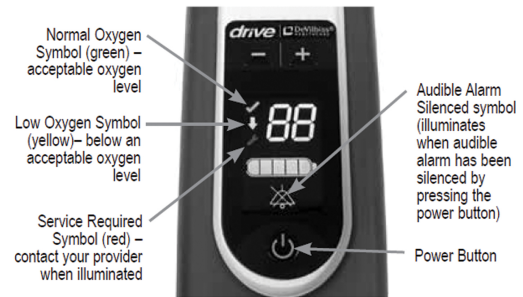
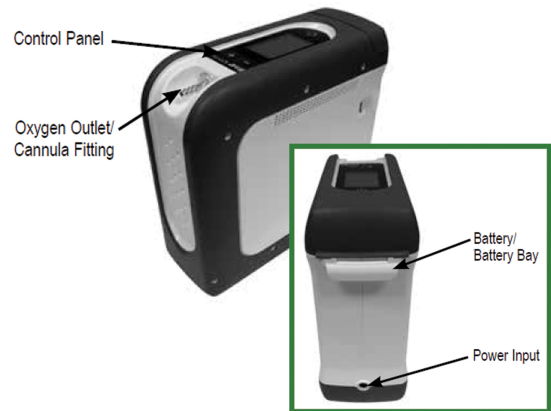
Getting Started

1. Install the supplied battery pack as instructed by the manufacturer of the POC.
2. Insert the AC or DC power supply into the power port receptacle to fully charge the POC.

Instructions

1. Connect a nasal cannula to the oxygen outlet. Ensure the connection is secure before operation.
2. Turn on the unit by pressing the power button and select your prescribed flow setting.
NOTE: A brief audible alarm may sound to indicate the device has powered on.
3. Place the nasal cannula on your face and breathe normally. You should feel a puff of oxygen delivered through the nasal cannula each time you inhale.
4. To change the flow setting, press the increase (+) or decrease (-) flow buttons to the desired flow rate. It is normal to hear a difference in sound as you change the flow settings.

NOTE: The display screen may enter standby mode.



Initial Startup Screen



Charging the Battery

The battery pack will recharge anytime it is installed in the concentrator and the concentrator is connected to an external AC or DC power source, unless placed in Airplane Mode. If equipped, battery charge will be displayed on the display screen.

To check the battery charge when it is not installed in the concentrator, lay it flat and press the TEST button, if equipped. The battery gauge indicator lights (25-100%) will illuminate to the right of the TEST button to indicate the level of the battery pack charge.

Maintenance

- Internal maintenance should be performed only by your equipment provider.
- Clean cabinet filters with warm soapy water at least once a week.
- Leave filters to air dry before placing back into unit.
- Wipe unit with a damp cloth using a mild disinfectant once a week or as needed. Do not allow any liquid to get inside the concentrator. Pay special attention to the oxygen outlet for the cannula connection to make sure it remains free of dust, water, and particles.

Safety

- Make sure oxygen supply tubing is not kinked or obstructed.
- DO NOT SMOKE OR WORK NEAR OPEN FLAME WHILE WEARING OXYGEN.
- Concentrator must be placed in a well-ventilated area or the unit may overheat and malfunction.
- If an alarm sounds, turn the machine OFF and consult your provider.
- DO NOT USE PETROLEUM BASED PRODUCT FOR NASAL DRYNESS OR IRRITATION.
- Keep concentrator a minimum of 18 inches from drapes, bedding or anything that may obstruct the air inlets.
- Do not use an oxygen mask with a concentrator.