

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.

Transfill Oxygen System

What is a Transfill system?

The Transfill home oxygen system allows patients to fill their own high-pressure cylinders from a concentrator. The ability to fill their own cylinders gives ambulatory patients greater independence and freedom from oxygen deliveries.

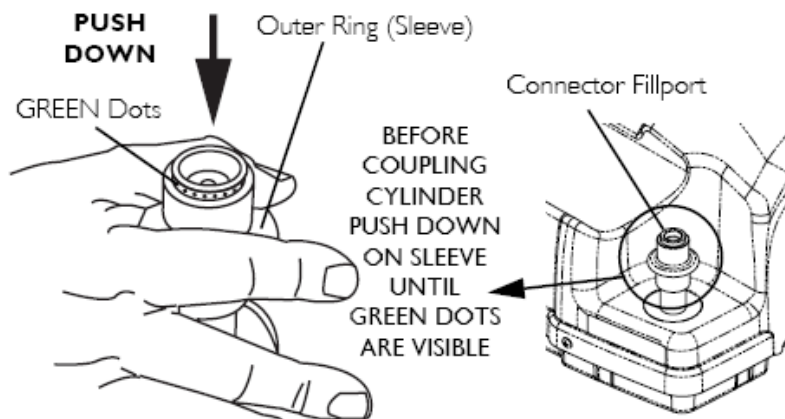
Maintenance

- Internal maintenance should be performed only by your equipment provider.
- Clean cabinet filters with warm soapy water at least once a week.
- Leave filter to air dry before placing back into unit.
- Wipe unit with a damp cloth using a mild detergent once a week or as needed.



Instructions- Connecting the Cylinder to the Compressor

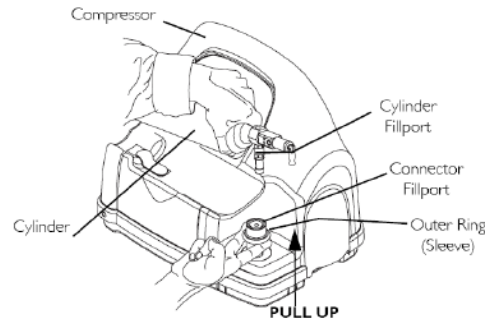
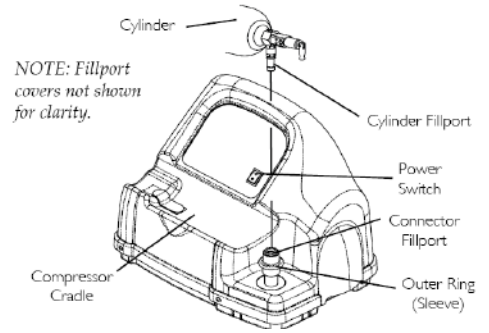
1. Examine the cylinder gauge.
 - If the cylinder pressure is **LESS** than 1500 psig, proceed to STEP 2.
 - If the cylinder pressure is **GREATER** than 1500 psig, **DO NOT** attempt to top off this cylinder. It may not fill.
2. Set the regulator flow dial on the cylinder to Off.
3. Remove the cylinder and connector fillport covers (if present).
4. Momentarily push **DOWN** on the outer ring (sleeve) of the connector fillport until **GREEN** dots are visible to reset the connector.



NOTE: If the outer ring (sleeve) is in the UP position (**GREEN** dots not visible), the connector fillport will not be able to accept the cylinder fillport. Pushing **DOWN** momentarily will reset the connector fillport (**GREEN** dots visible) to accept the cylinder fillport.

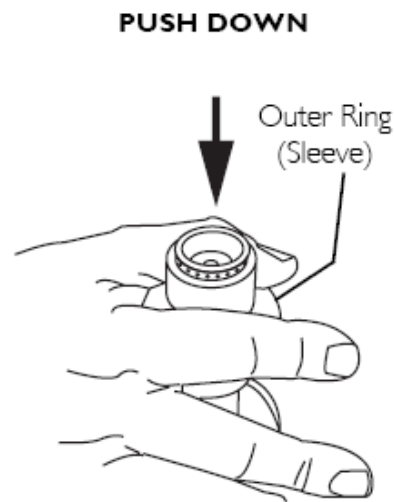
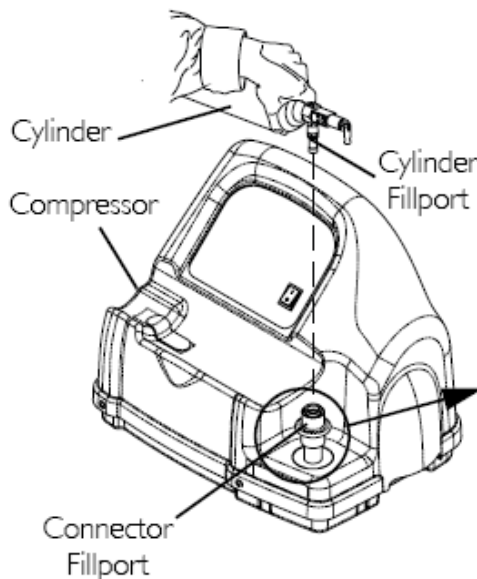
5. Grasp the cylinder in the area behind the cylinder fillport.
6. Position the cylinder in the compressor cradle.
7. Align the cylinder fillport with the connector fillport.
8. Pull **UP** on the outer ring (sleeve) of the connector fillport while pushing **DOWN** on the cylinder to couple the cylinder fillport into the connector fillport.

NOTE: The cylinder is properly connected when an audible “click” is heard.



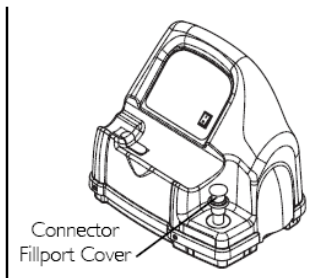
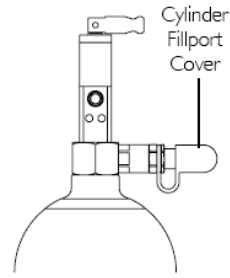
Instructions- Disconnecting the Cylinder from the Compressor

1. Press the compressor power switch to the Off (O) position.
2. Grasp the cylinder in the area behind the cylinder fillport.
3. With the other hand, grasp the outer ring (sleeve) of the connector fillport and push **DOWN**.
4. Lift up on the cylinder to remove from the connector fillport.
5. When the cylinder fillport is disconnected from the connector fillport, release the outer ring (sleeve) of the connector fillport and use two hands to remove the cylinder from the compressor cradle.



6. Place the fillport covers onto the connector fillport and cylinder fillport.

NOTE: The fillport cover on the connector fillport and the cylinder fillport MUST be replaced after filling and whenever not in use. If either of the fillport covers are missing contact us before using.



7. Examine the cylinder gauge to ensure cylinder is full (needle pointing into **GREEN** area). If the cylinder is not full, perform the following:

- Repeat Connecting the Cylinder to the Compressor.
- If cylinder is not full after second attempt to fill, contact us.

Instructions- Filling Your Transfill Portable Tank

1. Make sure the concentrator (bottom unit) has been running for at least 30 minutes. If it runs all the time, this is not an issue.
2. Liter flow setting must be at 3 or below
3. Tank must be “closed” (turn silver arm clockwise).
4. Portable tank must be LESS than ½ full. 1000 psi–2000 psi is full.
5. Lock tank to the compressor top unit. Be sure to see green circles.
6. Turn compressor on.
 - It will take 3 minutes until the **GREEN** filling light will illuminate.
 - It will take 1 hour & 30 minutes to fill M6 tank if the tank is empty.
7. When the tank is full, the “full light” will illuminate.

You can put the tank on to fill at bedtime and it will be full in the morning.

NOTE: It is important to keep your tanks full all the time.