

Oxygen Concentrator Patient Instructions

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Your Prescription

Your doctor has prescribed your oxygen to be used in the following manner:

_____ litres per minute during **normal activity**

_____ litres per minute at **night**.

_____ litres per minute when **exercising**.

_____ litres per minute **continuously**.

Never increase your oxygen without the approval of your doctor. Oxygen is a prescribed drug. Never increase your oxygen without the specific approval of your doctor. If your doctor changes your oxygen flow rate or hours of use, notify your MedPro Respiratory Care representative. It is also important to notify MedPro if you change doctors or if your insurance information changes.

Your Oxygen Concentrator

An oxygen concentrator is an electrically operated device that draws in room air, separates the oxygen from the other gases in the air and delivers the concentrated oxygen to you. At 2 litres per minute, the air that you receive from your concentrator is more than 90% oxygen.

Oxygen concentrators are available in different sizes and models. However, all models have the same basic parts: a power switch to turn the units off and on, a flow selector that regulates the amount of oxygen you receive, an alarm system that alerts you if the power is interrupted and, if recommended, a humidifier bottle. The oxygen is delivered to you through a nasal cannula. The tubing on the cannula is attached to the outlet on the unit. Sometimes, an extra length of tubing may be provided. This will allow you to move a farther distance from your concentrator.



Operating Your Oxygen Concentrator

The following step-by-step instructions will help you operate your oxygen concentrator.

Step 1: Check the number of prongs on the plug of your concentrator. Follow the corresponding instructions for the appropriate number of prongs.

For Two-Prong Plugs:



- Do not use an extension cord with the concentrator.
- Do not plug the concentrator into an outlet that has other major appliances plugged into it.

For Three-Prong Plugs:



Use these instructions **ONLY** if you are sure that your outlet is grounded. **If your outlet is not grounded, or if you are unsure, contact an electrician. Using an ungrounded outlet could result in a fire hazard or shock.**



- Do not use an extension cord with the concentrator.
- Do not plug the concentrator into an outlet that has other major appliances plugged into it.
- If your outlet is not a three-prong, you may need to use a plug adaptor.
- When using a plug adaptor, connect the ground screw.

Step 2: Attach nipple adaptor to the concentrator outlet and attach the oxygen tubing to the nipple outlet.

Step 3: If a humidifier bottle is recommended, attach a bottle that is filled with distilled water.

- Center the threaded cap on the humidifier bottle under the threaded outlet tube on the concentrator.
- Turn the cap on the humidifier until it is tightly screwed onto the outlet tube.

Step 4: Turn machine ON. The alarm will sound for a few seconds until the proper pressure is reached.

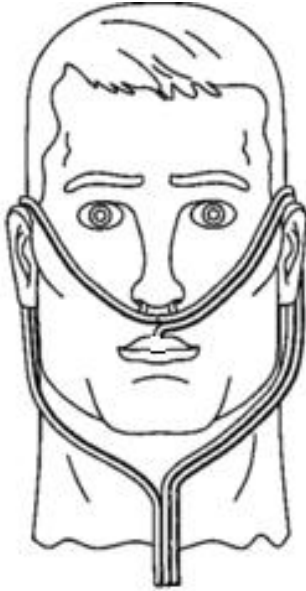
Step 5: Adjust the oxygen flow rate by turning the flow selector until the flow is at the prescribed number.

Operating Your Oxygen Concentrator (Continued)

FLOWMETER WITH LITRE TUBE

Adjust the litre control knob until the middle of the indicator ball is at the prescribed number.

- Your doctor has prescribed the oxygen flow rate for you.
- Never change this litre flow without instructions from your doctor.



Step 6: Fit the nasal cannula to your face so that it is comfortable.

- Insert the two prongs of the cannula into your nostrils.
- Slide the tubing over and behind each ear.
- Adjust the tubing to fit comfortably under your chin by sliding the adjuster upward. Be careful not to adjust it too tightly.

Step 7: You should use your concentrator for the number of hours each day that your doctor has prescribed. When you have finished using your oxygen, you should:

- Remove the nasal cannula.
- Turn OFF the machine.

Cleaning and Maintenance Procedures

Oxygen systems require very little cleaning. The only item that requires cleaning on your concentrator is the external filter and the cabinet. The cabinet must be washed with a damp cloth.

All cleaning must be done in a clean environment. Cleaning and decontamination of respiratory therapy equipment in the home is of major concern. To prevent equipment contamination, a simple but effective cleaning procedure must be carried out on a routine basis. Do all cleaning and disinfecting in a clean environment. Avoid doing it after vacuuming, under an open window, or in dusty, dirty, smoky areas.

ONCE A WEEK:

Step 1: Remove the filter.

Step 2: Wash in warm water and a non-lotion dish liquid.

Step 3: Rinse the filter thoroughly with warm water.

Step 4: Gently squeeze water from the filter, then pat dry with a clean towel.

Step 5: Reattach the filter when completely dry.

The only other item that would require cleaning would be the humidifier bottle, if one were being used.



Cleaning and Maintenance Procedures (Continued)

CARE OF YOUR HUMIDIFIER BOTTLE

If you are using a humidifier bottle with your oxygen concentrator, you will need to check the water level in the jar frequently.

When the water runs low or the bubbling stops, you need to refill the jar. ***You may wish to use your backup oxygen system while refilling and cleaning your humidifier bottle.***

Refilling the Humidifier Bottle

Step 1: Turn the oxygen concentrator OFF.

Step 2: Unscrew the jar from the humidifier bottle lid.

Step 3: Discard any water remaining in the jar.

Step 4: Rinse bottle under a strong stream of warm tap water. Allow water to run for three minutes before rinsing. Shake off the excess water.

Step 5: Refill the jar with distilled water to the fill line. **DO NOT OVERFILL THE BOTTLE.** Too much water in the bottle will cause water to collect in your oxygen tubing.

Step 6: *Screw the water bottle back on the humidifier bottle tightly.* Be certain the jar is screwed on straight. Cross threading will cause oxygen to escape out of the top of the jar.



WEEKLY CLEANING AND DISINFECTION

It is very important to clean your humidifier bottle to prevent infection. The following procedure should be done weekly.

Step 1: Turn the oxygen concentrator OFF.

Step 2: Remove the humidifier bottle.

Step 3: Wash the entire humidifier bottle in a solution of dish liquid and warm water.



Cleaning and Maintenance Procedures – Humidifier Bottle Cleaning (Continued)



Step 4: Rinse the bottle thoroughly. Shake off excess water.

Step 5: Mix one part vinegar and four parts water. Soak for 20 minutes in the solution.

Step 6: Rinse bottle in warm tap water. Allow water to run for three minutes before rinsing.

Step 7: Shake bottle to dry.

Step 8: Discard vinegar solution.

Step 9: Replace your humidifier bottle as instructed.

CARE OF YOUR OXYGEN TUBING

Minimal care is required of your oxygen tubing and nasal cannula. You should discard and replace your nasal cannula every 2-4 weeks. Discard and replace your tubing every 3-6 months. Do not use alcohol or oil based products on or near your cannula.

Occasionally, if you are using a humidifier bottle, moisture may accumulate inside your oxygen tubing. If this becomes uncomfortable, you should try the following procedure:

Step 1: Remove the humidifier bottle from the concentrator outlet.

Step 2: Attach a nipple adaptor to the concentrator outlet.

Step 3: Remove the oxygen tubing from the humidifier bottle and attach it to the nipple adaptor.

Step 4: Allow the oxygen to run directly through the tubing. Within a few minutes the tubing will be dry.

Step 5: When tubing is dry, disconnect it, remove the nipple adaptor, reconnect the humidifier bottle to the concentrator and reattach the oxygen tubing to the humidifier bottle.

Step 6: Recheck the litre flow gauge to make sure the oxygen is flowing at the prescribed level.

Safety Precautions

Oxygen is very safe to use when you create the proper conditions. Oxygen will not explode or burn, but it will cause anything that is burning to burn hotter and faster. By using the following safety rules, you will create a very safe environment when you use your oxygen.



HEAT

Store oxygen equipment at least ten feet away from open flames, space heaters, large windows or any source of heat.



GREASE

Never grease or oil your oxygen equipment. Keep equipment and tubing away from all flammable materials such as oil, grease, Vaseline, hair lubricants, hand lotions and aerosol sprays.



SMOKING

Do not permit smoking in the same room as your oxygen equipment.

Place **NO SMOKING** signs on all exterior doors of your residence and also on the door to the room where you will be using your oxygen. It is possible for you to be in a large room, such as a restaurant, where smoking is permitted as long as no lighted smoking materials are within ten feet of your equipment. Ask to sit in the non-smoking section of the restaurant.



STORAGE

Do not store your concentrator unit in a small storage area. The extra heat generated by your concentrator could damage the unit and other materials in your storage area.



FACE CREAMS/HAIR DRYER/ELECTRIC RAZOR

Never use oil-based creams, a hair dryer or electric razor. It is possible, in certain conditions, that the combination of oxygen, oil-based face creams and a spark from an electric appliance could ignite and cause burns to your face. Always use water-based cosmetics or creams.



FURNITURE POLISH

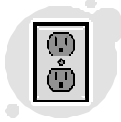
Clean the concentrator surface with a damp cloth. Never use wax, spray or furniture polish.

Safety Precautions (Continued)



EXTENSION CORD

Do not use an extension cord with the concentrator.



ELECTRICAL OUTLET

Never plug the concentrator into an outlet that is being used to power other major appliances. Do not use an “multi-plug” adaptor with your concentrator.



CONCENTRATOR PLACEMENT

Keep the concentrator at least 12 to 18 inches away from drapes, bedspreads, walls or any other item that might block the inlet ports. If the concentrator is too noisy, place it in an adjacent room.

Travel Tips

Early Planning and careful preparation are the keys to an enjoyable trip. The following tips should help you plan and prepare for any trip.

Contact your doctor to make sure your proposed trip is medically safe and to obtain additional copies of your prescription.

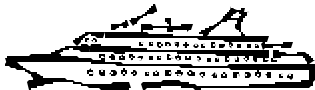
Contact MedPro Respiratory for assistance with getting oxygen refills along your driving route or at your final destination. Have cash available to pay for oxygen refills or equipment.

If travelling by CAR/RV:



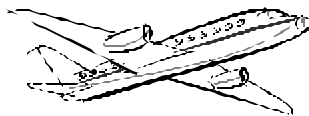
- Remind passengers not to smoke in the car.
- Securely fasten tanks.
- Keep one window partially open.
- Do not store oxygen in the trunk of your car.
- Do not store oxygen in an area where the temperature will reach 120 degrees Fahrenheit.
- In a recreational vehicle, do not store gas near an open flame.

If travelling by BUS/TRAIN/SHIP:



- Contact the reservation office for specific information about the use of oxygen and special accommodations.
- Most companies require at least two weeks notice if you are going to be using oxygen on your trip.

If travelling by AIRPLANE:



- Most companies require at least four weeks notice if you are going to be using oxygen on your trip.
- Ask your doctor what flow rate to use during your flight.
- Request a direct flight, if available.
- Some airlines require you to use their oxygen on the plane.
- If there are layovers, ask if the airline will supply oxygen during the layover.
- Ask what the airline will charge for oxygen during the flight.
- Arrange for your oxygen supply at your final destination.
- Some airlines allow the use of portable oxygen concentrators.

Call MedPro Respiratory if you have questions regarding travelling with oxygen.

Troubleshooting

| TROUBLE | PROBABLE CAUSE | REMEDY |
|--|--|---|
| No Oxygen seems to be flowing from your system. | <i>Cannula or nipple adaptor not connected tightly.</i> | <i>Place the end of your cannula in a small glass of water and look for a steady flow. If you can see the bubbles, your oxygen system is working properly.</i> |
| | | <i>If you can't see any bubbles coming from both of your cannula prongs or of the bubbles have decreased in volume, check to see that the cannula is connected tightly to your oxygen system and that the nipple adaptor is screwed on tightly.</i> |
| Water blocking the oxygen tubing | <i>Overfilling your humidifier bottle or tubing lying on a cold floor.</i> | <i>You should use your backup oxygen system while attending to water in your tubing.</i> |
| Unit not operating (power failure alarm sounds) | <i>Plug not firmly in wall</i> | <i>Check plug at outlet.</i> |
| | <i>Concentrator circuit breaker has been set off.</i> | <i>Press reset button</i> |
| | <i>No power at wall outlet</i> | <i>Check power source (fuse or circuit breaker). Wall switch that controls plug may be switched off. Try another outlet.</i> |
| | <i>Electrical power outage.</i> | <i>Use backup oxygen system until power is restored.</i> |
| Unable to dial prescribed flow rate | <i>Obstructed humidifier bottle</i> | <i>Disconnect humidifier bottle. If flow is restored, replace with new humidifier bottle or use a nipple adapter.</i> |
| | <i>Obstruction in tubing</i> | <i>Disconnect tubing. If flow rate is restored, replace with new tubing.</i> |
| | <i>Obstruction in cannula</i> | <i>Disconnect cannula from tubing. If proper flow rate is restored, replace with new cannula.</i> |
| Temperature light/alarm is on | <i>Unit overheated</i> | <i>Check to see that the unit is not obstructed by drapes, bedspread, wall, etc.</i> |
| | | <i>Check to see that filters are clean.</i> |
| | | <i>Turn unit off and go back to your backup system for 30 minutes while your concentrator is cooling. Restart your concentrator.</i> |

**FOR ALL OTHER PROBLEMS OR ALARMS,
CONTACT MEDPRO'S RESPIRATORY DEPARTMENT.**