

*This information is provided for our Customers to ensure that they understand more about the products we have provided - both how they benefit the patient and how they can be safely used. If you have any questions about why this product was recommended for you or questions about a therapy regimen, please contact your physician or therapist.*

*If you have any questions or concerns about the product provided to you, please contact our office.*

## OXYGEN CONCENTRATORS

### ABOUT OXYGEN CONCENTRATORS

An oxygen concentrator is a machine that separates room air into oxygen and nitrogen. The nitrogen is discarded, while the oxygen is stored, concentrated and delivered at 90% to 95% purity.

*PLEASE NOTE: The use of this device does NOT reduce the oxygen in the room air because of the small amount of oxygen required.*

If you are using an oxygen concentrator, you may want to notify your power company and explain to them that you have life-sustaining equipment in your home. In the event of power failure in your area, they will then know to give you priority to restoring power to your home over others in the area who are not using life-sustaining equipment.

### TURNING ON OXYGEN

1. Plug the concentrator into a properly grounded electrical wall outlet. **DO NOT use an extension cord. DO NOT plug into an outlet controlled by a wall switch or dimmer.**
2. Attach the tubing from your cannula to the oxygen outlet.
3. Set the switch to the "ON" position.
4. Turn the flow adjustment knob until the flow meter registers the flow rate prescribed by your doctor. Your doctor prescribed a flow rate of      liters per minute.
5. Put on the cannula and adjust for comfort. See read about fitting and adjusting your Nasal Cannula in the general information on oxygen therapy that was provided with these instructions.

If you are using a humidifier with the concentrator, refer to the general information for instructions on the proper use and maintenance of your humidifier.

### TURNING OFF OXYGEN

1. Remove the nasal cannula.
2. Set the concentrator power switch to the "OFF" position.
3. It is not necessary to turn the flow control "OFF" after the flow rate has been set. The flow rate should be checked each time the concentrator is turned "ON" and periodically during use since the flow control may require minor adjustments from time to time to remain at the correct flow rate.

### IF THE ALARM GOES OFF

Your oxygen concentrator is equipped with an alarm to alert you in case of a power failure or an equipment malfunction. If the alarm goes off, first check to see that the power cord is still connected to the electrical wall outlet. Then, quickly check other electrical appliances in the home to determine if there is a power failure, or if a fuse or circuit breaker has blown.

Customers who require Oxygen Concentrators may also need and qualify for other supplies and products which help with their therapies while enhancing safety, independence and comfort during daily activities.. These may include:

Foam Positioning Wedges  
Stair Lifts  
Raised Toilet Seats

Oxygen Cylinder Systems  
Chair Lifts  
Bath & Shower Seats

Oxygen Conserving Controller  
Rolling Walkers & Scooters  
Bath Safety Rails and Grab Bars

For more information about access to these products, please talk to our Representative.

## OXYGEN CONCENTRATORS

### IF THE ALARM GOES OFF

If there is a power failure, turn "OFF" the concentrator to stop the alarm. Then, turn "ON" your back-up cylinder system and connect your oxygen tubing to it. If your electrical service does not return within a reasonable length of time, notify our office so you can be provided additional oxygen for your back-up system.

If you determine that there is no power failure and that the alarm indicates an equipment malfunction, turn "OFF" the concentrator. Then, turn "ON" your back-up cylinder system and connect your oxygen tubing to it. **Never attempt to fix the concentrator yourself.** Notify our office of the malfunction immediately.

If you find it necessary to use your back-up cylinder system during several intermittent short-term power failures, it is important to check the pressure gauge to ensure that you have an adequate supply of back-up oxygen. Please follow the instructions provided for your back-up system to determine the amount of oxygen you have left.

### CLEANING AND MAINTENANCE

Twice each week you will need to clean the inlet air filter. This sponge-like filter should be removed and washed under running tap water. Be sure to shake out the excess water, then press or squeeze dry with a clean towel before replacing the filter. The concentrator should NOT be used without this filter in place.

You should also wipe down the outside of the concentrator with a damp cloth periodically.

Our representative will check your equipment \_\_\_\_\_

### OTHER IMPORTANT INFORMATION

Never place your concentrator directly against a wall, drapes or other objects. There must be sufficient space to allow free circulation of air around all sides of the unit. You may notice some heat from the unit. This is normal.

"NO SMOKING" signs should be prominently displayed in all areas where oxygen is being used or stored. Follow all of the other safety precautions outlined in the general instructions.

Always follow your doctor's orders for the flow rate and how often you should use your oxygen.

The oxygen equipment provided to you is transported, handled and installed by professionals with experience in oxygen therapy. Feel free to ask them any questions about your oxygen therapy and/or equipment.

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## PORTABLE OXYGEN CYLINDERS

### OXYGEN EQUIPMENT: PORTABLE OXYGEN CYLINDERS

If your oxygen is being supplied from a cylinder or tank, be sure to have it secured so it cannot be knocked over. A stand has been provided for this purpose. If you keep extra cylinders on hand, be certain that they are stored lying down when they are not in a stand or cart. It is important to secure empty cylinders as well as full ones. All cylinders must be kept away from radiators, heat ducts, stoves or any other sources of heat. "NO SMOKING" signs should be prominently displayed in all areas where oxygen is being used or stored. Review the other safety precautions in the general information on oxygen therapy that was provided with these instructions.

### ATTACHING THE REGULATOR TO A SMALL CYLINDER

Portable oxygen cylinders usually require a washer between the regulator and the post valve of the cylinder to prevent leaking. If your cylinder does not require this washer, skip to step #3 below.

1. Remove the plastic wrapper from the post valve of the full cylinder and save the washer inside.
2. Place the new washer on the largest peg located inside the yoke of the regulator. If the previous washer still in place, remove it before installing the new washer.
3. Attach the regulator by slipping the regulator yoke down over the post valve of the cylinder and aligning the pegs inside the regulator yoke with the holes in the post valve of the cylinder.
4. Tighten the "T" handle firmly. If the "T" bolt is not secure or if the regulator washer is not in place, the cylinder will make a loud hissing sound when the valve is turned on, indicating oxygen is escaping. There is no danger. Turn the cylinder valve "OFF" and check positioning of the regulator on the cylinder. Be sure it is aligned properly. Be sure a washer is in place, and re-tighten the "T" handle firmly.

### TURNING ON OXYGEN

1. Make sure that the flow adjustment knob is turned completely "OFF," finger tight only, do not force.
2. Using the small-cylinder wrench, key or the small handle on the top of some cylinders, slowly turn the cylinder valve "ON," one full turn. When this valve is opened, the pressure gauge will indicate the amount of oxygen in the tank. A full tank will register approximately 2,000 pounds, a half tank 1,000 pounds, etc.
3. Turn the flow adjustment knob "ON," until the flow meter gauge registers the flow rate prescribed by your doctor. Your doctor prescribed a flow rate of \_\_\_\_liters per minute.
4. Attach the tubing from your cannula to the nipple adapter on the regulator outlet.
5. Put on the cannula and adjust for comfort. Read about fitting and adjusting your Nasal Cannula in the general information on oxygen therapy that was provided to you.

### TURNING OFF OXYGEN

1. Using the small-cylinder wrench or handle, turn the cylinder valve completely "OFF." The pressure gauge and flow meter will slowly drop to zero as oxygen flows from the regulator.
2. When both gauges register zero, turn the flow adjustment knob "OFF," finger tight only-do not force.

Customers who require Oxygen Cylinders may also need and qualify for other supplies and products which help with their therapies and activities of daily living. These may include:

Foam Positioning Wedges	Oxygen Conserving Device	O2 Concentrators or Liquid O2 Systems
Stair Lifts	Chair Lifts	Rolling Walkers & Scooters
Raised Toilet Seats	Bath & Shower Seats	Bath Safety Rails and Grab Bars

For more information about access to these products, please talk to our Representative.

## PORTABLE OXYGEN CYLINDERS

### REMOVING THE REGULATOR

1. Turn "OFF" the oxygen as described.
2. Loosen the "T" bolt enough to permit the pegs in the regulator yoke to be disengaged from the holes in the post valve of the cylinder. Lift off the regulator.

### CHANGING CYLINDERS AND ORDERING MORE OXYGEN

It is important to check the pressure gauge regularly to avoid running out of oxygen. Although our representative will do everything possible to assist you, he or she cannot monitor your oxygen supply as closely as you can. This responsibility must be assumed by you, a family member or a caregiver.

#### "E" Tank

Flow in liters per minute	1	2	3	4	5
Pressure Gauge Reading	Hour	Hours	Hours	Hours	Hours
2,000 psi	8.0	4.0	3.0	2.0	1.4
1,500 psi	6.0	3.0	2.2	1.5	1.0
1,000 psi	4.0	2.0	1.5	1.0	.7
500 psi	2.0	1.25	.75	.5	.25

#### "D" Tank

Flow in liters per minute	1	2	3	4	5
Pressure Gauge Reading	Hour	Hours	Hours	Hours	Hours
2,000 psi	5.0	2.5	1.8	1.2	1.0
1,500 psi	4.0	2.0	1.25	1.0	.75
1,000 psi	2.5	1.25	.9	.6	.5
500 psi	1.25	.6	.4	.3	.25

*Please use these charts to help gauge your oxygen needs.*

*You should always plan ahead and keep enough oxygen on hand to last overnight and during the weekend and holidays. If you need help in deciding how long your tank will last, please call our office.*

**CAUTION:** The accuracy of flow meters decreases rapidly with gas pressure less than 200 pounds per square inch. It is important that you change tanks before the pressure drops below 200 psi. The pressure should be watched carefully below 500 psi.

**Important:** The cylinder valve must be turned on in order to read the cylinder pressure.

The oxygen equipment provided to you is transported, handled and installed by professionals with experience in oxygen therapy. Feel free to ask them any questions about your oxygen therapy and/or equipment.

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## OXYGEN CONSERVING DEVICE

### ABOUT YOUR OXYGEN CONSERVING DEVICE

Your doctor has prescribed an Oxygen-Conserving Device (OCD) to be used in conjunction with your primary oxygen equipment. This device significantly increases the use time for any given supply of oxygen. It is particularly useful on portable oxygen systems, increasing the mobility and frequently the comfort of the user.

### HOW THE OCD WORKS

During your normal breathing pattern you are inhaling for about 1/3 of the time and exhaling for approximately 2/3 of the time. By providing oxygen in brief pulses at the very beginning of the inhalation part of the breathing cycle, the OCD frequently extends the use time of the oxygen supply by as much as three to one. Some oxygen users have reported even greater savings. The device senses the start of inhalation and immediately releases a short, pulsed dose of oxygen, which is inhaled deep into the lungs. As a result, less oxygen is required to provide the same benefits than with a continuous flow oxygen system.

Because the OCD responds to each individual's breathing pattern, the actual use time will vary for each individual depending upon the flow rate prescribed, the size of the oxygen supply and the rate of breathing. The instruction booklet for your particular OCD provides a chart that will enable you to estimate use times for your particular flow rate and oxygen supply.

Since oxygen is released for only short periods during inhalation, the constant flow of oxygen into the nostrils is avoided, and the discomfort caused by the drying effect on the nasal passages is reduced.

### INSTALLING THE OCD

Our representative will install the OCD on your oxygen system. If you are using portable oxygen cylinders and occasionally have to replace an empty cylinder with a full one, you will be instructed how to switch the OCD along with your primary oxygen equipment to the full cylinder.

### USING YOUR OCD

If your conserving device uses batteries, check the energy level on the batteries in the OCD (*Make sure that the oxygen supply is turned OFF before testing the batteries*). If needed, replace or re-charge the batteries as instructed (You may want to refer to the OCD instruction booklet).

Check the contents gauge to ensure that you have an adequate supply of oxygen.

Turn ON the oxygen supply.

1. Set the flow selector on the OCD to your prescribed dosage (if your unit has been pre-set internally, omit this step).
2. Position the nasal cannula with the prongs inserted into your nostrils. Do not put on the cannula before turning ON the unit and adjusting the flow selector.
3. Breathe normally.

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Oxygen Cylinder Systems  
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## OXYGEN CONSERVING DEVICE

### TURNING OFF THE OCD

Turn OFF the oxygen supply.

Set the flow selector on the OCD to the OFF position (If your unit has been pre-set internally, omit this step).

### OTHER OPERATING TIPS AND PRECAUTIONS

Do not change the flow rate settings from those prescribed by your doctor.

**Do not use the OCD with a humidifier.** The short pulses of oxygen will not cause drying of the nasal passages as you may have experienced with continuous flow oxygen systems. The use of a humidifier will prevent the OCD from sensing the beginning of inhalation and interfere with proper operation of the device.

Rare instances have been reported in which certain oxygen users could not be treated effectively with the OCD.

If you experience the feeling that you are not receiving enough oxygen, report this to your doctor.

Do not expose the OCD to water or other liquids.

Do not expose the device to extreme temperatures.

Maintain an adequate supply of oxygen. Check the contents gauge periodically.

**Do not use the OCD with the batteries removed.** Maintain a spare set of batteries with your unit at all times.

Do not use the OCD if the oxygen tubing is kinked or obstructed in any way.

Use only the oxygen tubing and cannula supplied with your unit. Do not extend or shorten the length of the tubing or cannula supplied.

Keep the OCD and associated equipment in a well ventilated environment. On portable units, DO NOT carry equipment under a coat.

Turn OFF the oxygen supply when not in use.

Follow all operating instructions and safety precautions for your primary oxygen equipment.