



## Oxygen Therapy

DASCO would like to thank you for choosing us as your oxygen provider. We also wish to provide you with some important information about your oxygen. More and more people are using oxygen therapy in their homes to maintain active and productive lives. Oxygen therapy is for people whose bodies don't get enough oxygen from room air, which contains 21% oxygen.

### YOUR OXYGEN PRESCRIPTION ...

Oxygen must be prescribed by your doctor, because it is a drug. The prescription contains a liter flow (Liters per minute (LPM)) and a duration (when and how many hours per day to use). It is extremely important to follow your doctor's orders, because too much oxygen can be just as harmful as too little oxygen.

YOUR OXYGEN PRESCRIPTION IS \_\_\_\_\_ LITERS PER MINUTE (LPM) FOR \_\_\_\_\_ HOURS PER DAY

(CIRCLE ONE)

CONTINUOUS

WHEN SLEEPING

WITH EXERTION

### DO'S & DON'TS ... TIPS ON HOW TO USE YOUR OXYGEN SAFELY ...

- **Don't** ever change the flow of oxygen unless directed by your physician or a DASCO Associate.
- **Don't** use alcohol or other sedating drugs because they will slow your breathing rate
- **Don't** wait until the last minute to order oxygen tanks ... **Do** call 800-892-4044 at least 48 hours in advance to re-order.
- **Don't** use oil based products like petroleum jelly on your lips and nostrils... **Do** use water based lubricants.
- **Don't** permit open flames or smoking in the same room as oxygen equipment ... **Do** post "no smoking" signs in your home.
- **Don't** use electrical equipment or other equipment that may cause a spark within 5 feet of oxygen equipment.
- **Don't** use anything flammable around oxygen equipment (e.g., cleaning fluid, paint thinner, extension cords, aerosol sprays, alcohol-based products, products containing ether) ... **Do** keep a smoke detector and fire extinguisher in your home.
- **Don't** use oil or grease on or around oxygen equipment. **Don't** touch oxygen equipment if your hands contain oil or grease.
- **Don't** allow tubing to be covered, kinked, or hidden.
- **Don't** cut or splice the tubing nor should you use more than 50 feet of tubing with your cannula.
- **Don't** leave oxygen on when not in use.

- **Don't** store oxygen in a confined area (e.g., closet or trunk).
- **Don't** have any untrained person handle, adjust, repair, replace any part of the oxygen equipment ... **Do** call 800-892-4044 for any adjustments.
- **Don't** place oxygen equipment near any heat source.
- **Don't** leave oxygen cylinders (full or empty) unsecured ... **Do** keep them in a cart, stand, belted, roped, or chained or lying down. Handle them with care.
- **Do** contact your electric company and fire department to let them know you have oxygen equipment in your home.
- **Do** have an emergency evacuation plan ready and keep emergency phone numbers readily available.
- **Don't** place your concentrator against a wall, curtains or other objects that could occlude the filter or prevent air from circulating around it.

## YOUR OXYGEN CONCENTRATOR ...

An oxygen concentrator takes in room air (21% oxygen) and converts it into more pure oxygen (>90% oxygen). This process does not reduce the 21% oxygen in the rest of the room.

### Using your Oxygen Concentrator ...

- First: Plug into a properly grounded outlet. (do NOT use extension cord, an outlet attached to a wall switch or multi plug adaptors).
- Second: Turn the power switch (1) to "on".
- Third: Turn the flow adjustment knob (2) to your prescribed liter flow (see above under "Your Prescription"). The indicator ball should be centered on the LPM line.
- Fourth: Attach the end of the cannula or additional tubing.

(2) Flow Adjustment Knob

(1) Power Switch



### If your concentrator alarm goes off ...

Be calm, the purpose of the alarm is to let you know there is a possible problem with the concentrator's function. Please follow the steps below if your concentrator alarms:

- Check the power cord to make sure it is still plugged in.
- Check for kinks in the tubing.
- Make sure the concentrator is not plugged into an outlet connected to a wall switch.
- Check the humidifier bottle (if applicable), make sure the appropriate amount of water is in the bottle and that the lid is threaded on the bottle properly.
- Turn off the concentrator, wait 60 seconds, and then turn on again. Often times, a power surge will cause the concentrator to shut down and it will function again after the 60 seconds.
- If you cannot get your concentrator to function or if there is a power failure, immediately go onto your portable oxygen system. If the power does not return, contact our office at 800-892-4044.
- Your concentrator will alarm when you first turn it on. This is a normal process.

## Concentrator Cleaning and Maintenance ...

You should clean the filter at least once a week. You can wash the filter with tap water and squeeze dry with a clean towel. **You should not use your concentrator without the filter.** You should also wipe down the concentrator with a damp cloth periodically. We will schedule an appointment to come to your home to perform a detailed maintenance check approximately every 3 months.

## YOUR PORTABLE OXYGEN CYLINDERS (TANKS) ...

You should have oxygen cylinders to assist you when moving outside of your concentrator's reach and for emergency back-up in case of a power failure.

### Turning your Portable Oxygen On ...

- First: Remove the plastic wrapper on the post valve (nozzle) of the tank.  
Second: Make sure the washer (1) is on the regulator.  
Third: Place the regulator on the tank, make sure the pegs align for snug fit.  
Fourth: Tighten the "T" Bolt (2) firmly.

**Note:** if these four steps aren't followed, the cylinder will make a loud hissing sound ... there is no danger to this, just turn off, and re-check the washer, peg alignment, and the re-tighten the "T" Bolt.



- Fifth: Using the small cylinder wrench (key), slowly turn counter-clockwise 1 full turn. When the valve is opened, the pressure gauge (3) will indicate the amount of oxygen in the tank (2000 psi is full).  
Sixth: Turn the flow adjustment knob (4) until it shows the liter flow prescribed by your physician (see above "Your Prescription" section).  
Seventh: Attach cannula tubing to the nipple adaptor on regulator.  
Eighth: Put cannula on and place comfortably in nose.

### Turning your Portable Oxygen Off & Removing the Regulator ...

- First: Using the small cylinder wrench (key), slowly turn the cylinder valve clockwise until snug; the pressure gauge will drop to zero.  
Second: Turn the flow knob to "off".  
Third: Loosen the "T" Bolt until it allows the regulator to come free of the tank valve.

---

## How long will my tank(s) last???

|                  | <b>E Tank</b> | <b>D Tank</b> | <b>M6 Tank</b> | <b>M2 Tank</b> |
|------------------|---------------|---------------|----------------|----------------|
| 1 LPM Continuous | 8 hours       | 5 hours       | 2 ½ hours      | N/A            |
| 2 LPM Continuous | 4 hours       | 2 ½ hours     | 1 hour         | N/A            |
| 3 LPM Continuous | 3 hours       | 1.8 hours     | 45 min.        | N/A            |
| 4 LPM Continuous | 2 hours       | 1.2 hours     | N/A            | N/A            |
| 5 LPM Continuous | 1.4 hours     | 1 hour        | N/A            | N/A            |

**Note:** Several conditions can change the length of time an oxygen tank will last, such as:

- How tightly the tank valve was closed
- Temperature (effects the amount on gauge)
- If tank is shut off properly (not just turning flow knob to zero)
- How many breaths per minute (w/ conserving device)

**Note:** All tanks should be changed when the pressure reaches below 200 psi. Nobody can monitor your oxygen more closely than you can, please be sure to order more oxygen in a timely basis (48 hour advanced notice). You should keep enough oxygen on hand to last overnight and during weekends and holidays. Please feel free to ask your Delivery Technician any questions about re-ordering your oxygen.

## GETTING USED TO YOUR NASAL CANNULA ...

You should point the nasal prongs towards you, place the small tubes up over your ears and under the chin, then push the slide up until a snug, comfortable fit is achieved. You do not have to always breathe through your nose. If your nose becomes irritated, you may want to use a water-based lubricant inside your nostrils. If the irritation persists, contact your physician. You should change your cannulas every month. You should always call 800-892-4044 to re-order cannulas when you have 1 unused one on hand.

## IF YOU HAVE A HUMIDIFIER ...

Humidifiers must be individually prescribed by your doctor and must be kept clean at all times. Bacteria can grow in the water and on the humidifier which can lead to infection. The humidifier adds moisture to the oxygen which is completely dry without it. The humidifier requires much care and close attention to keep the oxygen working properly. Here are some hints to use and care for the oxygen humidifier:

- Empty, rinse, and refill your humidifier everyday. Wash your hands prior to this process. We recommend the use of distilled water.
- Keep the water level between the minimum and maximum level.
- Do not fill the humidifier past the fill line as it will not work properly or cause water to collect in your tubing.
- Be careful not to cross thread the humidifier lid or the inlet connector attached to the concentrator.
- Clean and sanitize at least once per week
  - Wash in warm water w/ dishwashing detergent, use a small brush to scrub off residue if necessary, then rinse.
  - Soak all parts in vinegar solution (1 part vinegar to 3 parts water) for 40 minutes, make sure items are totally submerged in solution.

- Rinse thoroughly.
- Air dry (not necessary to rinse unless otherwise directed) and then do not touch without clean hands; avoid touching the inside of the bottle.

***Note: The majority of phone concerns with oxygen is a result of improper use of the humidifier bottle ... either the lid is not threaded properly or there is an incorrect amount of water in the bottle.***

## **IF YOU HAVE A CONSERVING DEVICE ...**

An oxygen conserving device must be prescribed by your doctor. The purpose is to make your oxygen cylinder (tank) last longer. At the start of your inhalation, the conserving device immediately releases a short pulsed dose of oxygen, rather than a continuous flow that is given without the conserving device. Most conserving devices require batteries, therefore, make sure you keep extra batteries on hand. You should breathe normally when using the conserving device. Since each individual's breathing pattern is different, the amount of time a cylinder lasts will vary slightly.

Installing the conserving device is similar to installing a regulator. Follow the steps listed above along with the instructions provided by the manufacturer and your DASCO representative.

Do not use a humidifier with a conserving device, avoid exposure to liquid and be sure to keep extra batteries handy.

## **IF YOU WANT TO TRAVEL AWAY FROM YOUR HOME ...**

- Put the portable oxygen securely in the back of your car, never in your trunk.
- Keep your windows cracked when you are transporting oxygen in your car.
- Feel free to stop in our store to get replacement oxygen tanks / supplies.
- If you need to travel outside of our service area, contact your local office or call 800-892-4044 to make travel arrangements. We will do everything we can to keep you as active as possible.

## **REMEMBER TO CONTACT DASCO IF ...**

- Your concentrator malfunctions. It is important to call as soon as possible.
- You are unable to keep a scheduled appointment.
- Your physician changes your prescription.
- You move.
- You have a change in insurance or physician.

***THANK YOU FOR CHOOSING DASCO HOME MEDICAL EQUIPMENT***

**If you have any questions about your oxygen equipment, do not hesitate to contact us at:  
800-892-4044**