OXYGEN SYSTEMS - INSTRUCTION CHECKLIST

PATIENT_____ **INDIVIDUAL INSTRUCTED**_____

OXYGEN SYSTEM (MAKE/MODEL): **BACK-UP/PORTABLE**

SUPPLIES PROVIDED:_____

- ☐ Oxygen is a drug. Use ONLY as directed by your physician.
- ☐ Treatment Guidelines explained _____ LPM _____ hours/day.
- ☐ Oxygen is a non-flammable gas. It will not explode. However, it will accelerate combustion.
- ☐ Do not use near flames or heat source. Do not smoke when using oxygen. Use in well ventilated room.
- ☐ Smoke detectors present. ☐ Smoke detectors not present; risks explained.
- ☐ Written instructions provided to customer on the safe operation and maintenance of system.
- ☐ Patient/Caregiver has demonstrated understanding and ability to operate equipment properly.
- ☐ Patient Rights/Responsibilities have been discussed with patient/caregiver. Written copies provided.
- ☐ Patient/Caregiver informed of 24-hour availability for emergency maintenance or replacement of equipment. Examplecompany telephone number provided.
- ☐ Advised to formulate a Fire Evacuation Plan. ☐ Review Examplecompan Disast onse Plan.

☐ **CONCENTRATOR**

- ☐ Placement - near patient area, minimum 1 foot clearance.
- ☐ Electrical Safety - ☐ Outlet grounded ☐ Outle rou d ained.
- ☐ Safety Instructions - Do not overload circuit with other hig e it (a nditioner, heater etc.) - do not use extension cords.
- ☐ Demonstrate Unit - plug into outlet, turn on p we wer s ala - I se eading - humidifier (if used), tubing & cannula.
- ☐ Cleaning & Maintenance - clean hum y o da fil nee with distilled water - clean filter twice weekly - change a la a st e m nly monthly or as needed - dust unit.
- ☐ Return demonstration by are er.

☐ **TANK OXYGEN** **H** ☐ ☐ **her** _____

- ☐ ient t affic are sta or fla
- ☐ afety ins - secu e s or flat - meth to move cylinders - caution used when chan g r - slo op alv close valves completely.
- ☐ strate atta - open valve slowly - LPM setting & reading - read contents - ifier (tu & cannula.
- ☐ Cleaning & ai nce - clean humidifier every other day: refill as needed with distilled water - chang ca a least twice monthly - change tubing monthly or as needed.
- ☐ de nstration by Patient/Caregiver.
- ☐ ed delivery schedule.

☐ **LIQ OXYGEN** ☐ **PORTABLE**

- ☐ Placement - close to patient area - away from heat, sparks or flames.
- ☐ Safety Instructions - liquid oxygen is extremely cold and can cause burns to skin and eyes - should avoid contact - do not tip portable unit.
- ☐ Demonstrate Stationary Unit - LPM setting & reading, - read contents (FULL/EMPTY indicator) - humidifier (if used) - tubing & cannula - venting.
- ☐ Demonstrate Portable Unit - contents gauge and usage time.
- ☐ Cleaning & Maintenance - empty condensation collector daily - clean humidifier every other day: refill as needed with distilled water - change cannula at least twice monthly - change tubing monthly or as needed.
- ☐ Return Demonstration by Patient/Caregiver.
- ☐ Explained delivery schedule.

NOTE TO PATIENT/CAREGIVER: You have been instructed in the proper use of this equipment. Your physician has ordered this equipment and the specific parameters for its use. Examplecompany makes no claim concerning the effectiveness of its therapeutic results.

COMMENTS:

_____ _____ _____

Patient/Caregiver Signature Date Examplecompany Rep Signature

Example

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