- Make sure concentrator is switched OFF & Unplugged
- Dip clean cloth in warm soap (dishwash soap) solution, squeeze it damp & wipe the concentrator
- Dip clean cloth in water, squeeze it damp & wipe the concentrator & let it dry
- Wipe concentrator with cloth dipped in alcohol-based sanitizer solution & let it dry
- To wash humidifier bottle – soak bottle in warm soap solution >> Rinse with vinegar : water (10:1) solution >> let bottle dry completely
- If returning the concentrator, pack it securely after cleaning & sanitizing & keep ready for dispatch
- Use NEW cannula for your patient. DO NOT pack cannula used by patient along with concentrator, Cannula to be discarded use by patient.
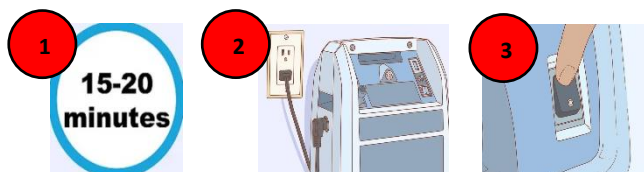
HOW TO USE THE OXYGEN CONCENTRATOR

1. Setting up Your Oxygen Concentrator

1. Place Oxygen Concentrator 1.5ft to 2ft away from wall and furniture as it may get hot while using
2. Use distilled or filtered water in your humidification bottle and connect it to machine
3. Attach your oxygen tubing to either the humidification bottle or an adapter. The oxygen adaptor fits into the outlet on your machine
4. Make sure your air filter is in place. You should remove the filter from the back or side of your
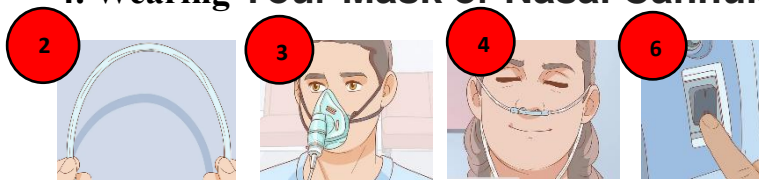
2. Turning ON Your Oxygen Concentrator

1. Switch it ON atleast 15-20 min before use.
2. Oxygen Concentrators draw a lot of power. Make sure you Plug it into a grounded outlet that's not in use. Do not use an extension cord, as this causes a fire risk. If your outlet is not grounded, it's safe to use an adaptor
3. Make sure the machine is in the "off" position before you plug it up. It could get damaged if it's already switched "on."

3. Adjusting the Oxygen Flow Rate

CALL DOCTOR IF you're not getting the right amount of oxygen

1. Locate the liter control knob or switch on your oxygen concentrator. It may be marked for liters per minute (LPM) or levels, such as 1, 2, 3, etc.\
2. Turn the knob or switch until it points to your prescribed number. Your doctor will prescribe the appropriate amount of oxygen for you. It's very important that you use the right amount of oxygen - Avoid using more or less oxygen than your doctor has prescribed ONLY

4. Wearing Your Mask or Nasal Cannula

1. Use a **NEW CANULA/MASK** for every patient.
2. Check your tubing for kinks or bends. If there is a kink, you might not get all of the oxygen you need. You may need to replace your tubing if it won't straighten out.
3. Put your mask over your face for low levels of oxygen. Make sure there are no gaps around the edges of the mask. Adjust the mask if it shifts or becomes loose.
4. Fit your nasal cannula upward into your nostrils for high levels of oxygen. Each prong of the cannula should curve up into one nostril. Once the prongs are in place, loop the tubes over your ears. Adjust the tubes under your chin by sliding the tube adjustor up or down.

**Put your nasal cannula in water to check if they're working. Watch for bubbles caused by the air flowing through the tubes.

5. Breathe through mask/nasal cannula as you normally would, allowing the machine to supplement your oxygen. Use machine as per doctor recommendation.
6. **Switch the power to "off" when the machine isn't in use.**

POINTS TO NOTE

- **DO NOT** use concentrator in a closed room even if AC is on. Room has to be well ventilated
- **DO NOT USE concentrator without recommended break time**
- Use a **NEW CANNULA** for your patient
- Use **ONLY DISTILLED WATER** in the humidifier
- **Clean the cannula & humidifier once in 3 days**: Soak parts in a warm, mild soap solution >> Rinse with a solution of water and white vinegar (10:1) >> Rinse cannula thoroughly and hang to air-dry >>make sure tube is not bent >> let humidifier dry completely
- **Clean the Filter Once a month:** Remove filter >> Dip filter in a warm, mild soap solution >> Use wet cloth to remove excess dust >> Rinse filter with plain water to remove excess soap >> Let filter dry completely