

Weekly Equipment Checklist

Hospital: _____

To keep the Oxygen Concentrator, Pulse Oximeter, and other equipment functioning effectively please perform these basic checks every week, and record on the Checklist. If there are any problems, report them to the Engineer Responsible within 24 hours.

- 1. Turn the Concentrator on.** If the concentrator has no power supply, an alarm should sound. If it does not, replace the battery (or inform the responsible technician).
- 2. Turn the Concentrator flowmeter to 5LPM.**
- 3. Does the Oxygen Concentration indicator (yellow light) turn OFF after a few minutes?** If it stays on, the concentrator is not producing adequate oxygen and needs referral to the Engineer Responsible.
- 4. Check the tubing connections of the Concentrator and Flowmeter assembly.** Tighten loose connections, and if there are cracks or leaks inform the Engineer Responsible.
- 5. Submerge the nasal prongs in water and adjust the flow rate on the Flowmeter Assembly (Sureflow).** If bubbles are not produced appropriately at flow rates of 0.5-2.0 LPM, contact the Engineer Responsible. Repeat for every flowmeter. (You can now turn the concentrator off)
- 6. Clean the concentrator body, check for damage, and record the hours of use.**
- 7. Remove the external filter and replace with a clean, dry filter.** Wash the old filter and allow to dry.
- 8. Check the Lifebox Pulse Oximeter on your finger, and check that each of the probes are working.** If any are not working, contact the Engineer Responsible.



Weekly Equipment Checklist

Hospital: _____

Equipment Serial Numbers

- Insert the serial numbers for all Oxygen Project equipment below and the date it was received.

Local Technician: Contact: Engineer Responsible: Contact:
--

Oxygen Concentrators

Date received	Concentrator Serial Number

Oximeter Probes

Date received	Probe Serial Number

Pulse Oximeters

Date received	Oximeter Serial Number

