



IMPORTANT NOTIFICATIONS REGARDING YOUR CPAP

- **CPAP is a medically prescribed therapy and it is covered by most medical insurance as a benefit.**
- **Most insurance companies have very strict guidelines for coverage. Some of these include:**
 - o **Fully executed sleep study qualifying for CPAP**
 - o **Patient compliance with use of equipment for at least 30 days for continued payment after 90 days of coverage**
 - o **Face to Face doctor visit and notes describing that the patient has benefited from the therapy at around 60 days from initial prescription**
- **Failure to meet these guidelines may result in denial of coverage and patient may assume all charges for therapy.**
- **Please be sure to consult your health insurance benefits to assure coverage for therapy.**

Visit us on the web at www.totalhomehealth.com

CPAP Education Guide

Positive airway pressure therapy is the most effective noninvasive treatment for OSA (obstructive sleep apnea). OSA occurs primarily because of upper airway obstructions that can cause you to snore or to stop breathing. During sleep, our bodies relax, and muscle tissues like the tongue and soft palate lose their slight rigidity. Because we tend to sleep lying down, gravity pulls these tissues toward the back of the throat and closes the upper airway.

Your doctor has prescribed CPAP for you. CPAP (pronounced “see-pap”) is short for “continuous positive airway pressure.” CPAP systems consist of a flow generator, air tubing, and a mask. The flow generator pushes air through the tubing and nasal mask. The air passes through your nose and into your throat, where the slight pressure keeps your upper airway open.

Prescribed Settings: CPAP Pressure _____ cmH₂O Ramp _____ min O₂ @ _____ lpm

Using Your CPAP

Getting Started

- Place the CPAP unit on a level surface (night stand) near your bed and close to a properly functioning electrical outlet.
- **DO NOT** place the machine at a level higher than your head.
- Keep the CPAP unit at least 12 inches away from any sources of airflow obstructions, such as drapes, bedspreads, papers, etc. Plug the unit into a properly functioning electrical outlet.
- Attach one end of the 6 ft. CPAP tubing to the outlet on the CPAP.
 - If using a humidifier, assemble as instructed by your representative and manufacturer guidelines, fill with water, and attach the CPAP tubing to the outlet of the humidifier.

Getting to Sleep

- Wash your face. Properly adjust your mask and headgear to your face as instructed by your representative and manufacturer guidelines.
 - The mask should fit comfortably and just snug enough to avoid any leaks.
 - **DO NOT** over tighten your headgear.
- Attach the other end of the CPAP tubing from the CPAP unit to the mask.
- Turn the CPAP unit **ON** as instructed by your representative and manufacturer guidelines.
- You will feel air coming through your mask. Breathe normally through your nose, keeping your mouth closed.
- Check for leaks in your mask. Is air escaping into your eyes? Around your lips?
- Adjust mask if needed and activate the “Ramp” feature on your unit (if available).
 - The ramp feature allows for a lower pressure to be delivered at the beginning, gradually “ramping” up to the prescribed pressure, allowing you to fall asleep easier against less pressure.
- Now you are ready to fall asleep!

Waking Up

- Remember to turn **OFF** CPAP unit when not in use. Please refer to your representative and manufacturer's instructions.
- If using oxygen, turn oxygen **OFF** first, then the CPAP unit.

Safety Considerations

- Use your CPAP as directed by your Doctor and **DO NOT** try to adjust your pressure settings.
- Keep the area around the CPAP unit clean and do not allow the vents on the CPAP to become blocked. Keep filters clean.
- Plug the compressor into a properly functioning outlet. Avoid the use of extension cords and **DO NOT** operate multiple devices from a single outlet.
- **DO NOT** block the exhalation port or valve on your mask.
- If using a heated humidifier, allow unit to cool before cleaning and/or refilling.
- Follow oxygen safety guidelines, if oxygen equipment is being used. If so, always turn the CPAP unit **ON** first, then the oxygen, and turn the oxygen **OFF** first, then the CPAP.
- If you have a medical emergency, contact your Doctor or emergency personnel.

Troubleshooting Guide

Problem: No pressure or flow from the CPAP machine

Cause/Solution:

- Power switch in the OFF position. Turn the power switch ON.
- Power cord disconnected. Reconnect the power cord to the CPAP and outlet.
- No power to the outlet. Try another outlet. Check for power outage or outlet controlled by light switch.
- Blown fuse/circuit breaker. Replace fuse or check circuit breaker in the home.
- Dirty filters. Clean or replace filters.
- Equipment malfunction. Contact us.

Problem: Air leak from mask. Eye irritation. Sore on nose, forehead, other area on face.

Cause/Solution:

- Mask not fitted correctly. Readjust mask and headgear. Contact us if problems continue. Mask should be snug, just enough to obtain a proper seal, never tight.

Problem: Dry mouth. Mouth falling open during sleep.

Cause/Solution:

- If unable to keep mouth closed while sleeping, contact Doctor or us for chinstrap.
- Higher pressures may cause feelings of dryness. Contact Doctor or Total Home Health for a humidifier.

Problem: Nasal irritation. Nasal Dryness

Cause/Solution:

- Pressures may be causing nasal dryness and irritation. Contact Doctor or Total Home Health for a humidifier.

Problem: Air from CPAP is too hot or too cold.

Cause/Solution:

- If too hot, make sure vents on CPAP are not blocked. Make sure temperature in the room is not too hot, or the humidifier setting is not too high. Keep tubing above blankets during sleep.
- If too cold, make sure temperature in room is not too cold. Keep tubing under blankets during sleep.

***If the solution to your CPAP issue cannot be found above,
please contact our offices at 855-931-9300. We are happy to help!***

Cleaning/Replacement Schedule

Mask:

Wash face daily before using your mask. After using, hand wash with a mild detergent, such as pure soap, in warm water. Rinse well and allow to air dry out of direct sunlight. Do not use chlorine, alcohol, or aromatic-based solutions, bleach, scented oils, moisturizing, or antibacterial soaps to clean supplies. These may cause hardening and reduce the life of the product.

Tubing and Headgear:

On a weekly basis, hand wash tubing and headgear as above. You may want to wash headgear prior to using, as dye may run.

CPAP Machine:

Unplug CPAP and wipe with a damp cloth on a weekly basis. Hand wash reusable foam filter (if used) in warm soapy water. Rinse and allow to dry. Replace white felt filter (if used) as needed.

Humidifier:

Change water on a daily basis. Wash reservoir weekly with warm soapy water, rinse and soak in 1 part white vinegar and 3 parts water for 30 minutes. Rinse well and allow to dry.

Supplies

To get the most out of your CPAP therapy, it is important to replace your supplies regularly. We're here to help you maximize your results and help you with your resupply needs.

***To Order Replacement Supplies, call
855-931-9300***