Name of Policy:	**General oxygen and aerosol equipment assembly**
Policy Number:	3364-136-01-18
Department:	Pulmonary Services
Approving Officer:	Senior Hospital Administrator
Responsible Agent:	Director, Pulmonary Services
Scope:	The University of Toledo Medical Center Pulmonary Services Department

THE UNIVERSITY OF TOLEDO MEDICAL CENTER

Effective Date: June 1, 2023

Initial Effective Date: 12/1/2004

_____ New policy proposal
_____ Major revision of existing policy
__x__ Minor/technical revision of existing policy
_____ Reaffirmation of existing policy

(A) Policy Statement

All Respiratory Care practitioners and staff technicians dealing with the following equipment shall use the assembly methods described below.

(B) Purpose of Policy

To ensure safe set up and operation of the following equipment.

(C) Procedure

The following are instructions for the set up and use of equipment to be used by the Respiratory Care Department. Guidelines listed below are according to manufacturer suggestions as well as accepted standards of practice:

1. **Cold Aerosol Oxygen Delivery:**
   Disposable aerosols are used for the administration of humidified oxygen ranging from oxygen concentration (FiO2) of 21% to 100%.

   a. A flow top and its water return tube should be connected to the top of a pre-filled container of sterile water.
   b. The flow top with the container of sterile water should then be attached to the appropriate gas outlet, pressure regulator or N.C.G. medical gas outlet.
   c. The flow top should be adjusted to the prescribed FiO2 and turned on with the flow of gas corresponding to the appropriate FiO2 (between 5 and 10 liters per minute).
   d. Corrugated tubing is attached from the flow top to either a T- piece, trach collar, face mask or face tent.

2. **The up-draft or hand-held nebulizer, used for the aerosolization of medications:**

   a. The Up-Draft Nebulizer is a disposable plastic device driven by a medical gas source of either air or oxygen at 8 liters per minute, or manufacturer's recommended flow.
   b. The medical source gas is connected to the nebulizer and a T- piece for administration via mouthpiece, ventilator circuit, or directly from nebulizer to face mask or, trach collar. The patient should be monitored for pulse, respiratory rate, breath sounds, adverse reactions and general tolerance of treatment.

3. **The ConchaTherm Neptune humidifier, used to humidify gas delivered by mechanical ventilators, and other situations where heated humidification is indicated:**

Heated Wire mechanical ventilator system and High Flow oxygen system. The ConchaTherm system will be operated according to manufacturer's recommendations.

Approved by:		**Review/Revision Date:**
/s/	06/22/2023	04/04/2001 01/06/2005 03/05/2008 03/09/2011 08/03/2012 12/01/2015 04/08/2019 12/30/2022 06/01/2023
Michael Taylor Director, Pulmonary Services	Date	
/s/	08/01/2023	
Shahnaz Rehman, M.D. Medical Director	Date	
/s/	06/29/2023	
Russell Smith Senior Hospital Administrator	Date	
Review/Revision Completed By: *Director, Pulmonary Services*		**Next Review Date: June 1, 2026**
Policies Superseded by This Policy:		

It is the responsibility of the reader to verify with the responsible agent that this is the most current version of the policy.