

VOC SN

Home Caregiver and Patient Training Packet



VOCSN Home Caregiver and Patient Training Checklist

Photocopy and complete this checklist as a record. Provide a hands-on demonstration of each item, and ensure the home caregiver and/or patient understands how to perform the functions related to it.

VOCSN Overview

- How to determine VOCSN configuration, and what therapies each provides (V+O+C+S+N+Pro, V+C, etc.)
- Accessing and using the Home Caregiver and Patient Guide: VentecLife.com/Home
- Ventilation
- Oxygen
- Cough
- Suction
- Nebulizer

Buttons and indicators

- On/Off button
- Audio pause button
- Touchscreen
- Screen Lock

Inputs and outputs

- High-pressure O2 inlet
- Low-pressure O2 inlet
- Removable battery slots
- Remote alarm connection port
- Patient circuit connection port
- O2 tube connection port
- Suction canister interface
- Nebulizer drive port
- Active exhalation valve connection port

Power

- A/C Power
- D/C Power
- Removable rechargeable batteries
- Internal rechargeable battery
- On-screen power indicators
- Turning the device on and off

Patient circuits

- Active circuits
- Passive circuits
- Mouthpiece circuits
- Valveless Circuits
- Humidifer Bypass
- Oxygen
- Bacterial filters
- Humidifiers and HMEs
- Nebulizers
- Suction catheters and canisters

Touchscreen

- Home screen
- Monitor screen
- Therapy screen
- Menu screen

Providing therapy

- Ventilation
- Pre-Use Test
- Cough
- Suction
- Nebulizer (internal with filter and external, and disconnecting the nebulizer between uses)
- Oxygen
- Changing presets

Alarms

- High-priority alarms
- Medium-priority alarms
- Low-priority alarms
- What to do when you hear an alarm
- Alarm log
- Alarm Silence

Emergencies

- Emergency situations
- What to do in an emergency

Cleaning and maintenance

- Device cleaning
- Accessory cleaning
- Suction canister
- Air filters
- Maintenance

Patient Safety Reminders

Read the *Home Caregiver and Patient Guide*, available online at [VentecLife.com/Home](https://www.ventec.com/venteclife.com/home). Carefully read all warnings and cautions. Keep the following patient safety reminders in mind when providing therapy to the patient.

General Safety Reminders

- If critical to patient care, always have an alternative means of ventilation, oxygen, cough, nebulization, and secretion management available.
- Unplug VOCSN from external power before cleaning it. Lock the VOCSN touchscreen during cleaning to ensure controls on the touchscreen are not unintentionally pressed.
- Only use spare parts and accessories recommended by Ventec Life Systems. Only Ventec One-Circuits are approved for use with VOCSN.
- Do not use VOCSN if it has evident signs of damage.

Placement Warnings

- Do not cover VOCSN, place it in an area in which the vents may become obstructed (such as on its back or on top of compliant bedding), or use it in hazardous environments (such as atmospheres containing pollutants). If necessary, discuss a showering protocol with clinicians.
- Do not use VOCSN within magnetic resonance (MR) environments.
- Keep VOCSN out of reach of children or use the screen lock feature.

Patient Circuit Safety Reminders

- Do not use heated wire Ventec One-Circuits on, within, or under localized heat sources or insulating materials such as blankets or thermal chambers.

Therapy Warnings and Tips

- Inspect all patient circuit filters frequently for signs of increased resistance or blockages, and ensure alarms are set appropriately to verify the accuracy of delivered Ventilation therapy.
- Do not bleed oxygen into the Ventec One-Circuit from an external source without connecting it to one of the VOCSN oxygen input ports.
- Do not smoke near VOCSN when Oxygen therapy is used. Do not use VOCSN near an open flame of any kind during Oxygen therapy.
- Before delivering Cough therapy when using a heated humidifier, verify a Ventec Humidifier Bypass is installed.
- Use only 6 L/min nebulizer cups with VOCSN. Ventec Life Systems recommends using Sunset nebulizer cups for optimal performance.

Alarm Warnings

- Set the Alarm Volume loud enough to be heard over expected ambient noise. Connect VOCSN to a nurse call system if necessary.

Power Safety and Tips

- Check the batteries and external power supply regularly.
- Do not damage the rechargeable Lithium-ion batteries. Do not use or charge the battery if it appears to be damaged. Signs of damage include, but are not limited to, discoloration, warping, and leaking battery fluid. Do not expose the battery to fire or high temperature. Do not immerse the battery in water. Do not use or store the battery inside a vehicle during hot weather. Do not drop or puncture the battery. Do not open the battery or short-circuit its contacts.
- Replace VOCSN batteries when the absolute charge (visible on the My VOCSN screen) is less than 50%.

Maintenance Reminders

The low-priority Maintenance Due alarm will activate when VOCSN is needs maintenance. The low-priority Service Concentrator Soon alarm will activate if internal O2 Concentrator maintenance should be scheduled. Contact your local Ventec Life Systems representative for service if you see these alarms. Also, be sure to review the maintenance schedule described in the *Home Caregiver and Patient Guide*.

Knowledge Check

After providing training, ask the home caregiver(s) and/or patient to perform each of the following tasks, and record the result. Provide additional training on any task that is not performed correctly.

Task	Pass	Fail	N/A
Finding and using the Home Caregiver and Patient Guide (VentecLife.com/Home)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attaching, securing, and removing the VOCSN power cord.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Turning VOCSN On and Off.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Removing and replacing the batteries.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What is the projected battery life of VOCSN when running only Ventilation therapy?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What is the projected battery life of VOCSN when using all therapies?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identifying and describing the importance of the air inlets and vents.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Locking and unlocking the touchscreen.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Replacing the external bacterial filter.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Replacing the patient circuit, including connecting an active valve and an integrated oxygen tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Running a Pre-Use Test.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Switching Ventilation therapy presets.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clearing the Alarm Log.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Which therapies cause Oxygen therapy to pause?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Changing the Vacuum control and starting Suction therapy.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Starting Cough therapy.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using Cough + Suction therapy both during and after Cough (if applicable).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Connecting a Nebulizer Filter and nebulizer cup to VOCSN, using internal Nebulizer therapy and/or External Neb. Compensation. Disconnecting the nebulizer after therapy.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Trainer Name: _____ **Date:** _____

Trainee Name(s): _____

Trainee Signature(s): _____