

Sleep Medicine, Durable Medical Equipment

ADDRESS

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CONTACT

- DME supply re-orders: (877) 849-7035
- DME scheduling: (425) 732-3444, option 2
- Respiratory Therapist: (425) 732-3444, option 3
- DME billing questions: (425) 732-3444, option 4
- Sleep Medicine: 425-289-3000

Cleaning Instructions for CPAP/APAP/VPAP (BiLevel)

MASKS

_____ Cushions

DAILY: Remove the cushion from the frame/headgear assembly. Wash, rinse and hang/air dry.

WEEKLY: Disassemble **ALL** parts of the mask. Replace mask cushion once a month. Replace the entire mask/frame every 3 months.

_____ Nasal pillows

DAILY: Remove the pillows from the frame/headgear assembly. Wash, rinse and hang/air dry.

WEEKLY: Disassemble **ALL** parts of the mask/frame and wash/rinse/dry. Replace nasal pillows once a month, Replace the entire mask every 3 months.

_____ Headgear/straps

WEEKLY: Wash the entire headgear assembly. Rinse very well and allow to air dry. **NEVER** put this item in your clothes dryer. Replace headgear every 6 months.

Use a mild liquid soap (without extra detergent, moisturizers or antibacterial ingredients).

We recommend using baby shampoo.

EQUIPMENT & TUBING

_____ APAP/CPAP/BiLevel machine

WEEKLY: Clean with a damp cloth, wiping only the surface area. **DO NOT** use harsh chemicals, such as 409 or Pine Sol, etc.

_____ CPAP tubing: Leave connected and allow the continuous low flow through your device. Keep the humidifier chamber and tubing dry.

WEEKLY: Soak and wash the tubing thoroughly with warm soapy water. Rinse and hang to air dry completely before reattaching.

For non-heated wire tubing

DAILY: Remove the tubing from the PAP/humidifier connection and hang over shower rod or door to drain and dry). Replace all tubing every 3 months.

_____ Humidifier chamber

DAILY: Empty and replace. Before the next use, refill the chamber **with distilled water only**; do not exceed the maximum fill line.

WEEKLY: Wash the humidifier chamber in warm soapy water. Rinse and air dry. Replace this chamber every 6 months.

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FILTERS

_____ White disposable filter: Check filter every 3 weeks. If gray or discolored, throw it away and replace with a new filter. **Replace as needed; at least once per month.**

_____ Dark blue non-disposable filter: Rinse under running water every 3 weeks. **Replace every 6 months.**

DISINFECTING METHOD







This method will work for all mask types, headgear, tubing and humidifier chambers. Use as needed for disinfection; recommended monthly or more often.

Mix 1 part white vinegar to a 3 parts water solution. After washing and rinsing items, soak all items in the solution for 30 minutes. Rinse them well, drain and air dry.

Do not use bleach, rubbing alcohol or any other household cleaners on any of your CPAP/BiLevel machines/supplies.

Recommended Supply Replacement Schedule

We dispense supplies based on Medicare guidelines. Your insurance may have different guidelines; for specifics of your plan, contact your insurer directly. Any dispensing before the below listed guidelines will require that you sign a Waiver of Potential Non-Coverage and you would be responsible for anything not covered by your insurance.

Equipment	Monthly Disbursement		HCPC Code
CPAP (Single Pressure Device) OR Auto CPAP (Adjusting Pressure)	1 per 5 years	 2 years limited warranty (see manual)	E0601
VPAP (Bilevel) OR AUTO VPAP (Adjusting Pressure)	1 per 5 years	 2 years limited warranty (see manual)	E0470
Disposable Filter	2 per month or 6 per 3 months		A7038
6-ft Heated Tubing	1 per 3 months		A4604
Replacement Humidifier Chamber	1 per 6 months		A7046
Full Face Mask	1 per 3 months		A7030

Full Face Mask Cushion Replacement	1 per month or 3 per 3 months		A7031
Nasal Mask/Frame	1 per 3 months		A7034
Nasal Mask Cushion Replacement	2 per month or 6 per 3 months		A7032
Nasal Pillow System	1 per 3 months		A7034
Nasal Pillow Replacements	2 per month or 6 per 3 months		A7033
Headgear	1 per 6 months		A7035
Chinstrap	1 per 6 months		A7036
CPAP Tubing	1 per 3 months		A7037

Using Your CPAP/Bi-Level Equipment Safely

Never immerse the CPAP or Bi-Level unit in water. Never try to clean the unit by placing it in water. The electrical components will be damaged, and this can create an electrical shock to the user the next time it is plugged into an electrical outlet.

Never plug the unit into an outlet if wet or damp. Moisture always increases the potential of electrical shock.

Never plug your unit into an electrical outlet that is being used to supply power to another major appliance.

Always plug your unit into an electrical outlet that is **NOT** being used to supply electricity to other major appliances. If you need to use the same outlet, make sure both pieces of equipment are NOT being used/turned on at the same time.

Never try to repair your CPAP or Bi-Level unit. Your unit is a self-contained unit, and if repair or service is needed this needs to be completed by a service professional. To maintain your warranty, always contact your DME provider for repairs.

Always take your device as a carry on. All airlines recognize PAP devices as medically prescribed devices and these machines are **NOT** considered as part of your carry-on luggage. We will provide you with a copy of your prescription, please keep it with your device when traveling. If you didn't receive one, please let us know.

DO NOT for any reason pack your machine in your checked luggage. Theft, X-ray scanner damage, and baggage handling claims will not be covered as warranty repair or replacement through the manufacturer. It will be the patient's responsibility for the cost of the replacement or repair of the equipment in this instance.

Manufacturer's CPAP/Bi-Level Warranty

If you have purchased your CPAP or Bi-Level unit, the unit is under a manufacturer's warranty for 2 years from the date you were set-up on the prescribed unit. If your unit should need service within this 2 year period of time please contact Overlake Clinics DME Dept. at 425.732.3444.

If your unit needs service after your warranty period expires, please contact the DME department and a rental unit will be provided to you while your patient-owned unit is shipped to the manufacturer for estimate, repair and service. You will incur the repair and shipping costs.

If your CPAP/Bi-Level unit is over 5 years old and deemed unrepairable, your physician will prescribe a replacement unit.