



1-800-339-3322 www.capemedical.com

PATIENT GUIDE IN THE USE OF A CPAP SYSTEM

Positive airway pressure therapy is the most effective noninvasive treatment for obstructive sleep apnea. Sleep apnea 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 where they can close the upper airway.

Your doctor prescribed CPAP therapy 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 mask at a predetermined pressure. The air passes through your nose and into your throat, where the slight pressure keeps your upper airway open. The pressure varies according to individual needs. Your physician has prescribed the following settings:

Prescribed settings: CPAP pressure _____ cmH₂O Ramp _____ min O₂@ _____ lpm

SETTING UP YOUR UNIT

1. Place the CPAP unit on a level surface (night stand) near your bed and close to a properly functioning electrical outlet.
2. DO NOT place the machine at a level higher than your head.
3. Keep the CPAP unit at least 12 inches away from any sources of airflow obstruction, such as drapes, bedspreads, papers, etc. Plug the unit into a properly functioning electrical outlet.
4. Attach one end of the 6-ft. tubing to the outlet on the CPAP.
5. If using a humidifier, assemble as instructed by your sleep specialist. Then fill with water and attach the CPAP tubing to the outlet of the humidifier.
6. If the humidifier unit is separate from the CPAP unit, you will have to attach tubing from the humidifier to the CPAP.

GOING TO SLEEP

1. Wash your face. Properly adjust your mask and headgear to your face as instructed by your sleep specialist.
 - a. The mask should fit comfortably and be just snug enough to avoid any leaks.
 - b. **DO NOT** over tighten your headgear.
2. Attach the other end of the CPAP tubing from the CPAP unit to the mask.
3. Turn the CPAP unit **ON** as instructed by your sleep specialist.
4. You will feel air coming through your mask. Breathe normally through your nose, keeping your mouth closed.
5. Check for leaks in your mask. Is air escaping into your eyes or around your lips?
6. Adjust mask if needed and activate the “ramp” feature on your unit (if available). The ramp feature allows the unit to deliver a lower pressure as you fall asleep and then gradually “ramp up” to the prescribed pressure. This allows you to fall asleep more easily, against less pressure.
7. Now you are ready to fall asleep.

WAKING UP

1. Remember to turn **OFF** the CPAP unit when not in use. Please refer to your sleep specialist instructions.
2. If using oxygen, turn the oxygen **OFF** first, then the CPAP unit.

SAFETY CONSIDERATIONS

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

CLEANING YOUR CPAP SYSTEM

1. **Mask, Tubing, and Headgear:** Wash your face daily with soap and water to remove excess facial oils before using your mask to help prolong its life. After using your mask, hand wash with a mild detergent, such as pure soap, in warm water. Rinse well and allow to air dry out of direct sunlight.
At least once a week, you should wash your tubing and headgear in the same way. Also, you may want to wash your headgear prior to using the first time, as the dye may run.
DO NOT use moisturizing or antibacterial soaps, bleach, scented oils, or chlorine-, alcohol-, or aromatic-based solutions to clean your supplies. These solutions may cause hardening and reduce the life of the products.
2. **CPAP Unit:** On a weekly basis, unplug CPAP and wipe with a damp cloth. Hand wash the reusable foam filter (if used) in warm, soapy water. Rinse and allow to dry. Replace the white felt filter (if used) as needed.
3. **Humidifier:** Change water on a daily basis. Wash the 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 air dry.

TROUBLESHOOTING GUIDE

| PROBLEM | POSSIBLE CAUSE | SOLUTION |
|--|--|---|
| No pressure or flow from the CPAP machine | Power switch in the off position Power cord disconnected Blown fuse/circuit breaker Dirty filters Equipment malfunction | Turn the power switch on Reconnect the power cord to the CPAP and outlet Replace fuse or check circuit breaker in the home Clean or replace filters Contact Cape Medical Supply |
| Air leak from mask, eye irritation Sore on nose, forehead, or other area on face. | Mask not fitted correctly | Readjust mask and headgear. Contact Cape Medical Supply if problems continue Mask should be snug, just enough to obtain a proper seal. Never tight. |
| Dry mouth | Mouth falling open during sleep High pressures may cause feelings of dryness. | If unable to keep mouth closed while sleeping, contact doctor or Cape Medical Supply for a chin strap. Contact doctor or Cape Medical Supply for a humidifier |
| Nasal irritation/dryness | Pressures may be causing nasal dryness and irritation | Contact doctor or Cape Medical Supply for a humidifier |
| Air from CPAP is too hot or too cold | If too hot, vents on CPAP may be blocked, room temperature may be too high, sleeping with tubing below blankets. If too cold, room temperature may be too cold. | Unblock CPAP vents, lower room temperature or sleep with tubing above blankets. Raise room temperature or sleep with tubing under the blankets. |