

Pick-up of Oxygen Equipment Respiratory

Policy # PTS -103R
Date Effective: 01/01/2019
Date Revised:
Approved by: Michael W. Burns, CEO

Purpose: *All equipment should be returned to inventory to prevent billing errors and have equipment ready for patients.*

Policy: *When picking up equipment all staff will follow these guidelines.*

Procedure:

Cylinders

1. Patient Representatives will use Universal Precautions when picking up equipment.
2. A pick-up form or Patient Agreement form is completed and patient/caregiver's signature is obtained with appropriate stop date and reason for pick-up
3. The cylinders are removed from the home and placed in the dirty side of the van along with other empty or used tanks.
4. The cylinders are secured in a cart or chained .

Concentrators/other Respiratory equipment

1. The equipment is placed in a dirty bag and tied .
2. The rep removes gloves and places them in the patient's trash.
3. Same as # 2 above.
4. The equipment is then placed in the dirty side of the van.