



HCS



Home Care Specialists INC.

www.homecarespecialistsinc.com



**24 Hour
Emergency
Number:**

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Respiratory Therapy & Medical Equipment Services

*HCS... The Leading Company in the Merrimack Valley,
North Shore and Southern New Hampshire*

Patient Instructions

LIQUID OXYGEN PORTABLE FILLING PROCEDURE

Side Fill Models

1. Visually check portable for signs of damage.
2. Check filling connection on portable for signs of damage. Make sure alignment pin is in place.
3. Check filling connection on base unit for signs of damage.
4. Turn flow controls on portable and base unit to off position.
5. Dry fill connections on portable and base with lint free cloth.
6. Attach portable to base units-fill connector as follows:
 - a. Line up the two fill connectors with the portable in a vertical position.
 - b. Turn portable up in a counter-clockwise direction until the line up pin slips into the filling slot. This will be at approximately a 45-degree angle.
 - c. Turn portable back down in a clockwise direction until it is once again vertical. **DO NOT FORCE THE PORTABLE.** If it does not spin easily, take the portable off and try again.
7. Fill portable until liquid is expelled from vent port.
8. Close vent, and turn portable in a counter-clockwise direction to remove from base unit.

Note: If portable doesn't come off base unit easily **DO NOT FORCE IT.** Let the portable sit with the vent closed until both units are defrosted (may take up to 1 hour).

Note: If either filling connection should leak or spray after being removed, immediately reconnect the two until defrosted.

Top Fill Models

1. Visually check portable for signs of damage.
2. Check filling connection on portable for signs of damage.
3. Check filling connection on base unit for signs of damage.
4. Turn flow controls on portable and base unit to off position.
5. Dry fill connections on portable and base with lint free cloth.
6. Attach portable to base units-fill connector as follows:
 - a. Line up filling connector on bottom of portable and top of base unit

- b. Firmly press downward on top of portable to engage onto base unit and hold it down.
 - c. Open vent lever to begin filling.
- 7. Fill portable unit liquid is expelled from vent port.
- 8. First close vent lever, then remove portable by either pushing release button or pulling straight up on portable.

Note: If portable doesn't come off base unit easily, DO NOT FORCE IT. Let the portable sit with the vent closed until both units are defrosted (may take up to 1 hour).

Note: If either filling connection should leak or spray after being removed, immediately reconnect the two until defrosted.