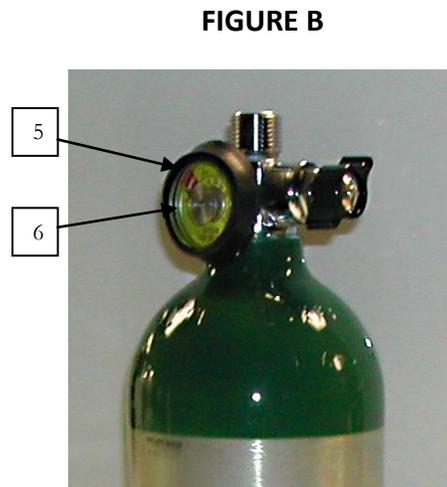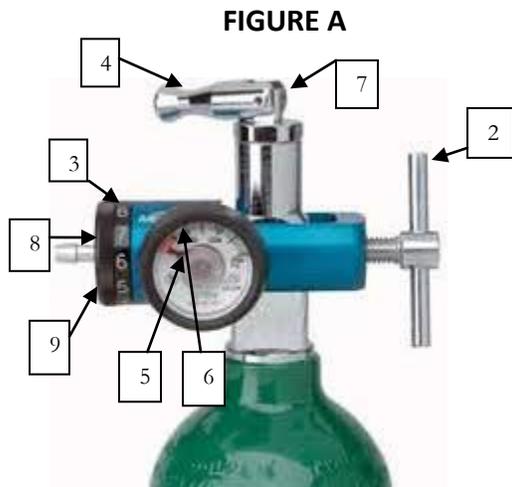# CHECKING OXYGEN CYLINDERS

1. Identify which cylinder you have (Figure A or B below) and determine which directions you need to follow. Direction/step numbers pertain to numbers on the figures below.
2. **Check** to be certain **regulator** is hand-tight on neck of cylinder (Figure A only).
3. **Adjust flowmeter** dial to "0". (If equipped with flowmeter dial.)
4. **Open oxygen cylinder** by turning toggle or key to the left (Figure A only). Figure B cylinder does not need to be opened.
5. **Note** the position of the indicator on the regulator dial.   Just above or in the red area on the dial indicates the cylinder should be refilled. 500 psi or greater indicates sufficient oxygen for at least one patient use.
6. **Record psi indication** with date on a maintenance checklist (if available).
7. **Close oxygen cylinder** by turning toggle or key to the right (Figure A only).
8. **Bleed pressure out of the regulator** by turning the flowmeter dial to its highest possible setting (Figure A only).
9. Once the sound of pressure releasing is no longer heard, **turn the flowmeter dial to "0"** (Figure A only).

FIGURE A

FIGURE B

(Shown without regulator)

Important Notes re: O2 cylinders:

✓ Oxygen cylinders should never be stored with pressure in the regulator or with the flowmeter set at any other value than "0". If stored with pressure in the regulator, the integrity of the system may be compromised and the tank could leak. A flowmeter storage value of other than "0" will also cause leakage.
✓ Cylinders should be visually inspected and checked for obvious wear and tear or leakage at least once monthly.
✓ Connections to oxygen delivery devices should also be checked monthly.
✓ Always turn your oxygen cylinder on, check for adequate volume and properly prepare your delivery device before delivering oxygen to the patient!!
✓ Please feel free to call Rescue One at 301-740-3390 with any questions regarding your oxygen cylinder or oxygen delivery. Thank you for helping to keep your patients/visitors/staff safe!