

SOP 7.03 – Oxygen Resuscitation Equipment

Section 7 – Gear and Equipment Requirements

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Effective Date – 10 December 2020

Review Date – 10 December 2022

Electronically Controlled Document

Purpose

To describe the procedure to be followed by applicable agency personnel involved in the usage and maintenance of oxygen resuscitation equipment.

Scope

This standard operating procedure (SOP) applies to all Life Saving Victoria (LSV) personnel (i.e., paid staff, officers and volunteer members) where engaged in operating and maintaining oxygen resuscitation equipment.

Policy Statement

LSV requires all members to adhere to the established policies, procedures and guidelines to ensure safe and effective practices relating to oxygen resuscitation equipment.

Definitions

Name	Definition
LSV	Life Saving Victoria

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Procedure

Start-of-day Checks

- Check all equipment has been cleaned and is fully operational.
- Check oxygen cylinder is over ½ full, and if not, replace with a full cylinder.
- Ensure at least 1 full backup cylinder is available.

End-of-day Checks

- Repeat above checks and replace cylinder if less than half full.
- Notify club/service officers if replacement oxygen/consumables are required.

Equipment Requirement Guidelines

An oxygen resuscitation kit should contain the minimum according to the Gear Inspection and Audit Requirements.

Carry Case/Bag

The carry case/bag for oxygen resuscitation equipment must be

- of durable material, sturdy in design and able to protect contents from damage
- of non-corrosive material
- able to accommodate all of the necessary equipment in a safe and orderly manner
- able to safely secure an oxygen cylinder (either internally or externally) to prevent movement of the cylinder
- be as water resistant as possible depending on the material/s used

Technical Servicing (External)

A qualified service provider should closely check equipment as required. The oxygen regulator is required to be serviced annually, preferably during non-peak times (winter months), and all consumable equipment checked for expiry.

Service agents should also have the following:

- Adequate insurance to cover any claim made against them or their company in the event of their negligence causing injury to persons or damage to property (this is to indemnify lifesaving)
- be capable of obtaining the correct replacement parts for the units to keep resuscitators uniform
- be prepared to label and date such units as being serviced by the person; and
- be able to maintain a service register of equipment.

Cleaning

After having carried out resuscitation with an air bag resuscitator it is very important to clean all of the equipment to minimise the chance of spreading disease or infection.

The following procedure outlines how to clean and disinfect items after use:

1. Oxygen therapy masks, regurgitation valves and resuscitation tubing should be discarded after use.
2. Disposable bag-valve masks are recommended for use, however, must be disposed of after each use (and should not be used for further use or training).
3. Disassemble patient valve, wash in soapy water to remove all solids, rinse in fresh running water and re-assemble.
4. Wash air bag in warm soapy water, rinse in fresh running water and reassemble.
5. Disassemble rear valve, wash in warm soapy water, rinse in fresh running water and reassemble.
6. Wash reservoir valve (bag only) and oxygen reservoir in soapy water and rinse in fresh running water, unless single use only.
7. Soak all parts in a solution of 10% bleach for at least two minutes.
8. They should then be rinsed and dried (not in direct sunlight). Refer to SLSA policy.
9. Operate all features after drying before storage.

Safety

The following advice should extend to Club operational activities, training sessions and Aquatic Centre procedures involving the setup and use of Medical Grade Oxygen:

- Read the supplier's instructions for all gas products carefully
- Comply with the supplier's instructions
- Do NOT crack the cylinder, or open the valve before the regulator has been fitted to the cylinder
- New cylinders should be covered with a plastic seal and extra care should be taken when removing and re connecting open cylinders.
- If difficulties occur when fitting the regulator to the cylinder, or if further information is required, contact the cylinder supplier and regulator supplier before acting. There could be a mismatch or damage to locator pins, so it is important to identify the problem rather than apply force.

Reference	
Related Documents	Therapeutic Goods Administration (TGA) - Medicinal gases guidance

Review	
Date of Issue	10 December 2020
Date Effective	26 December 2020
Date to be Reviewed	1 July 2022
Date to Cease	10 December 2022

Authority
The Life Saving Operations Council Executive has approved this SOP under section 8.3.6(e) of the Life Saving Victoria By-laws, 2019.

