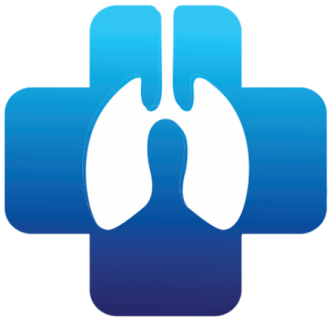




Advanced Respiratory & Sleep Medicine

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Pulmonary/Critical Care/Neurocritical Care/Sleep Medicine

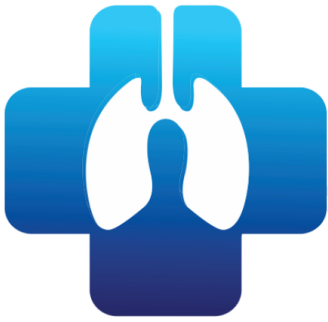
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P: (408) 993-1500 F: (408) 993-1521

CPAP/APAP Order Guideline

Receiving Your PAP Device

1. **Expected Timeline:** The process typically takes **1-3 months**. Please mark your calendar and plan accordingly.
2. **Insurance and Equipment Provider:** Your medical insurance will coordinate with a **Durable Medical Equipment (DME) company** within your network to provide your PAP device. Keep track of all phone calls related to this process.
 - Examples of DME providers include **Apria, Nationwide, California Home Medical Equipment, Adapt Health (Brannon's), and Kadence**.
3. **Verbal Consent Requirement:** Your DME provider **must** obtain your verbal consent before shipping the device to your home.
 - This applies not only to the initial device delivery but also to future supply orders (every **4-6 months**), unless your DME offers an **auto-refill program**. Not all providers have this option.
4. **Device Readiness:** Your PAP device will be pre-set and ready for use on the **first night**.
5. **Support and Instructions:** Your DME will provide guidance on using your PAP device. Additionally, **instruction manuals** and **YouTube tutorials** specific to your device model are available for further assistance.
6. **Addressing Discomfort:** If you experience discomfort using your PAP device, contact your **DME provider** for assistance. Online resources, including YouTube tutorials, may also be helpful.
7. **Insurance Compliance Requirement:** Most insurance plans require **at least 4 hours of daily use** during the first **90 days** to maintain coverage. Your device transmits usage data via Wi-Fi to your DME provider.
 - If you experience **discomfort or difficulty using your PAP device**, contact your **DME provider or our office** immediately to schedule an appointment for assistance.



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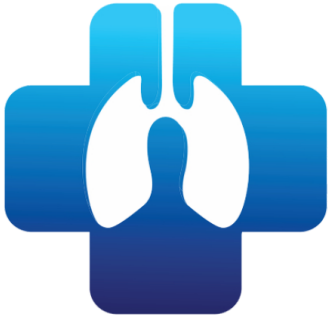
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8. **Adjustment Period:** It is normal to take time to adapt to wearing the device. **Setting adjustments or mask changes** may improve comfort—reach out to your **DME provider or Sleep Medicine clinic at (408) 993-1500** for support.
 9. **Consistent Use:** Always wear your PAP device **whenever you sleep**, including during naps.
 10. **Follow-Up Appointment:** Schedule your **first follow-up visit** within **30 days** of receiving your PAP device, or sooner if you have any concerns.
-

Tips for Successful PAP Therapy

1. **Be Patient:** Adjusting to the PAP device can take up to **one month**. Stick with it—you are improving your **brain, heart, and overall health**.
2. **Acclimate Before Sleep:** During the first few weeks, wear your mask **with the device turned on** for **30-60 minutes before bedtime** while sitting or lying in bed. This helps your body adapt to the sensation of pressure.
 - A slight air leak from the **pressure relief valve** in the mask or tubing is **normal**.
3. **Meeting Insurance Requirements:** This practice also helps ensure you meet the **4-hour minimum daily usage** required by insurance. Ideally, wear the device for the **entire duration of sleep** each night.
4. **Mouth Positioning:** Keep your mouth **closed** while wearing the mask to prevent **dryness and inflammation** caused by mouth breathing.
5. **Managing Air Leaks:**
 - **Problematic leaks** occur when air escapes from the space between your mask and skin. A proper **airtight seal** is necessary for effective treatment. If leaks persist, contact your **DME provider** for a different mask.
 - **Minor leaks** may happen when changing positions. Simply adjust your mask to restore the seal.
6. **Unintentional Mask Removal:** It is common to **remove the mask unconsciously** while sleeping. If this happens, place it back on as soon as you notice.



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- Some PAP devices have an **air leak alarm** that beeps if the mask is removed—consider enabling this feature if available.

For further assistance, contact your **DME provider** or our **Sleep Medicine clinic at (408) 993-1500**.