# Home Ventilator Caregiver Checklist

For Astral, VHome, Trilogy, VOCSN and similar home ventilator systems

**If the person is struggling to breathe, changing color, or not responding, call 911 now.** Don't work through this checklist first.

## 1 Why this helps

### Start here: you don't have to remember everything

Caring for someone on a home ventilator means staying ready for the everyday things — a leak, a missing filter, an alarm at 2am — without having to memorize it all. This guide keeps the important information in one place so anyone helping can step in. It does not cover machine settings; that's the care team's job. It covers what you can organize, check, and prepare. If the person has a tracheostomy, keep the care team's trach emergency plan with this sheet and follow it — this checklist does not cover trach care.

## 2 Device information

*Fill this in once. Circle the device:* Astral 150 VHome Trilogy 100 Trilogy Evo VOCSN Other: _____

**Person's name** _____ **Their best phone** _____

**Device & model** _____ **Serial number** _____

**DME / supplier** _____ **Supplier phone** _____

**Doctor / clinic** _____ **Clinic phone** _____

**Insurance** _____ **Next reorder date** _____

**Humidifier? Y / N** **Monitored (modem)? Y / N** (circle one)

## 3 Caregiver quick notes

So anyone who steps in knows who does what.

**Primary caregiver** _____ **Phone** _____

**Backup caregiver** _____ **Phone** _____

**Who helps with mask / tubing** _____ **Who reorders supplies** _____

**Best time to call the DME** _____ **Pharmacy (if used)** _____

© 2026 DuradMedical · duradmedical.com · Free to print and share for personal use

## 4 Supply tracker

| SUPPLY ITEM | SCHEDULE* | LAST REPLACED | NEXT DUE |
|---|---|---|---|
| Circuit / tubing | | | |
| Mask / interface | | | |
| Headgear | | | |
| Inlet / air filter | | | |
| Bacterial filter (if used) | | | |
| Humidifier chamber | | | |
| Oxygen adapter / connector | | | |

**The device's user guide and the DME set the replacement schedule — write it in here. Many ventilator supplies arrive through insurance or the DME. Use this to spot when something is missing, worn, leaking, or uncomfortable, then reorder covered items through the DME.*

## 5 Power outage & backup plan

Get this ready before you ever need it.

- ☐ Backup battery charged (only power sources the device maker approves)
- ☐ Electric company notified about life-support equipment (if offered)
- ☐ Power cord checked and plugged into a working outlet
- ☐ DME knows the backup power plan
- ☐ Spare circuit / tubing, mask, and filters on hand
- ☐ Car charger or transport plan for a power loss
- ☐ Humidifier water on hand (the type the user guide or DME specifies)
- ☐ Emergency sheet (page 3) posted where everyone can see it

## 6 When the machine alarms

Run through this in order. **Do NOT change any settings.**

- ☐ **Stay with the person.** If they are struggling to breathe, changing color, or not responding, **call 911 now** — don't finish this list.
- ☐ Check the power — outlet, cord, and battery
- ☐ Check the tubing / circuit — connected firmly, no cracks or disconnects
- ☐ Check the mask — seated and not leaking
- ☐ Check the water chamber — level and seated correctly
- ☐ Write down the exact alarm message or code before calling the DME (never delay a 911 call to do this)
- ☐ Call the DME / supplier about the equipment

**Date & time** _____ **Exact alarm message** _____

**Important:** This checklist helps you prepare and describe what you see — it does not explain what an alarm means. Never adjust pressures, modes, backup rates, or alarm settings. For breathing trouble, distress, or any emergency, call 911. For equipment questions, call the DME.

© 2026 DuradMedical · duradmedical.com · Free to print and share for personal use

## 7 Emergency sheet — post this page

**In an emergency, call 911.** Give the person's name and address, and say they use a home ventilator.

| WHO / WHAT | NAME / DETAILS | PHONE |
|---|---|---|
| Person's name | | |
| Home address | | |
| Ventilator & model | | |
| DME / supplier (24-hour line) | | |
| Doctor / clinic | | |
| Respiratory therapist | | |
| Primary caregiver | | |
| Backup caregiver | | |
| Electric company (outages) | | |

## 8 Caregiver handoff

If someone else needs to help, make sure they have:

- ☐ This sheet, filled in
- ☐ Any written notes from the care team
- ☐ The device information on page 1
- ☐ How to reach the primary caregiver and the DME
- ☐ Where supplies and the backup battery are kept
- ☐ The trach emergency plan, if the person has one

## 9 Notes

### Keep supply dates in one place

DuradMedical keeps devices and supply dates in one place and sends reminders when supplies are due. Start with a free 42-day trial.

**See plans at duradmedical.com/join**

This guide is for organization and education only. It is not medical advice. Do not change ventilator settings, oxygen flow, pressures, modes, alarms, or backup rates unless the person's physician, respiratory therapist, or licensed medical provider says to. For urgent breathing problems, call 911. Device names are trademarks of their owners; DuradMedical is not affiliated with these manufacturers.

© 2026 DuradMedical · duradmedical.com · Free to print and share for personal use