



Abbott FreeGo[®] pump

Training Manual



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What you need



Abbott FreeGo® pump
with power lead



Giving set provided in a plastic bag



Stand to hold the feed



Pole clamp to attach the pump to the stand



Feed

Set up the Abbott FreeGo[®] table drip stand



1. The stand is in two parts



2. Depress the locking button and slide the parts together



3. Stand is correctly assembled when the locking button pops through the hole



Feed container hangs from the hook at the top of the stand

Feed may be different from the one shown here

4. Correct position of pump, feed and stand when assembled

Prepare the Abbott FreeGo[®] pump



5. Attach power cord to pump



6. Attach the pole clamp to the back of the pump by screwing it into the pole clamp



7. Align the green dot on the stand pole with the pole clamp screw



8. Hold the pump in place and tighten the clamp onto the pole by turning the black knob



9. Ensure stand is secured to the pole clamp and that the pump cannot move up or down

Plug in and turn on



10. Insert plug into wall socket



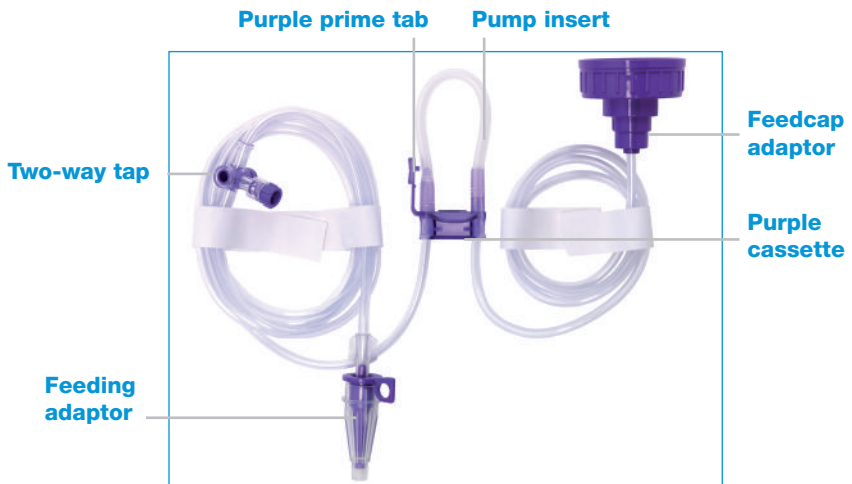
11. Switch on the power supply



12. When the pump is powered by the AC/ mains a plug icon shows on the LCD and an LED light above the pump dial illuminates. These icons indicate the pump's integral battery is being recharged. During recharging the LCD battery icon will scroll. It may take up to 2 minutes for the green LED light to illuminate if the battery is depleted.

Fully-charged, the battery will allow the pump to work in the event of power failure or voluntary disconnection from the mains power supply. Please see page 17 for further details on how long the battery can power the pump

Familiarise yourself with the giving set



Before using your giving set:

13. Check the date on the packaging and do not use if out of date
14. Find the V-notch at the top of the packaging and tear open
15. Remove paper band and uncurl the giving set, taking care not to kink the tubing
16. Twist on the feeding adaptor (with clear plastic end cover) to the end of the giving set tubing

IMPORTANT

Giving sets can be clearly identified by their purple fittings.
Do not use a giving set unless it has purple fittings.



Feedcap adaptor



Pump insert



Purple prime tab



Purple cassette



Two-way tap
(also known as
medicines port or
flushing port)



Feeding adaptor

Attach giving set to the Ready to Hang (RTH) container*



17. Check the date on the feed (do not use if out of date)



18. Shake the container gently



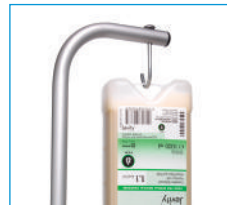
19. Unscrew the protective white cap, taking care not to touch the foil lid



20. Do not touch foil with your fingers and do not pierce it with scissors



21. Screw on the feedcap adaptor tightly. The built-in foil cutter will pierce the foil automatically



22. Hang the container upside down from the hook on the drip stand

* RTH is an abbreviation for 'Ready to Hang' (the rigid pre-filled plastic bottles containing your feed)

Insert giving set cassette into pump and prime the giving set

The giving set can be primed (filled) using:

(A) THE AUTOPRIME FUNCTION

NOTE:

The end cover of the feeding adapter needs to be removed prior to priming the set.



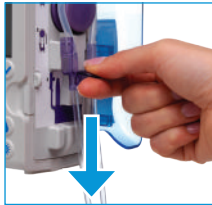
23. Open the pump door



24. Grasp the purple cassette body



25. Loop pump insert around wheel, stretching lightly



26. Gently pull down on the loop



27. Seat purple cassette into pump. Gently press the tubing to ensure it is fully seated in slots below the cassette



28. Close pump door. You will hear a click when the door has been closed properly



29. Turn pump dial to SET RATE or SET DOSE



30. Press and hold the PRIME button for 2 seconds, then release

'PRIMING' will be displayed. Autoprime will stop when the priming volume has been reached.

To stop the process, press and release the PRIME button

(B) MANUAL PRIMING



23. Gently push the purple prime tab on the feeding set cassette against the tubing



24. Steadily apply pressure until the feed begins to flow (there is no need to use a pumping action)



25. Completely fill the set by allowing the feed to expel air from the tubing

NOTE:
The end cover needs to be removed prior to priming the set.



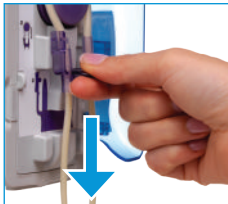
26. Open the door on the pump



27. Grasp the purple cassette body



28. Loop the pump insert around the wheel, stretching lightly



29. Gently pull down on the loop

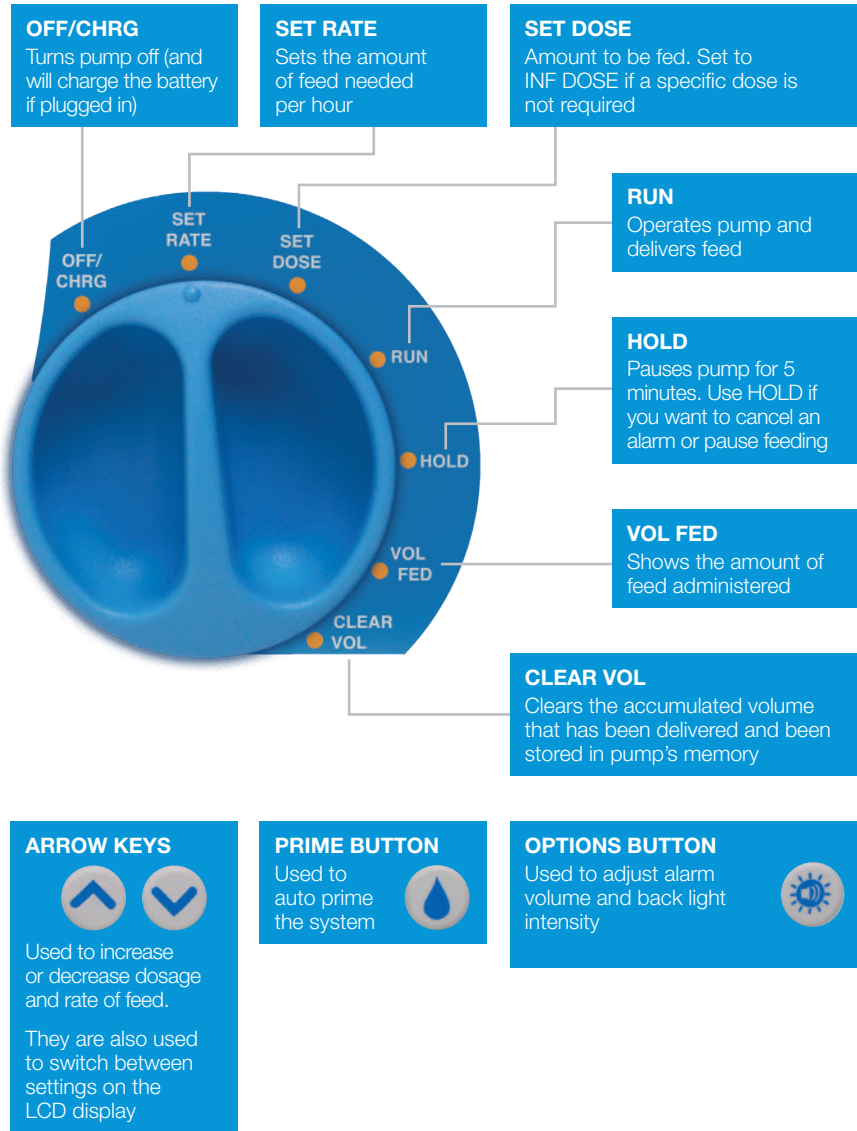


30. Seat the purple cassette into the pump. Gently press the tubing to ensure it is fully seated in slots below the cassette



31. Close the pump door. You will hear a click when it has been closed properly

Summary of controls and functions



SET RATE and SET DOSE functions



- 32.** Turn pump dial to SET RATE



- 33.** Select flow rate by pressing the Up or Down arrows. Keeping an arrow depressed will cause the scroll rate to increase



- 34.** Turn dial to SET DOSE



- 35.** Set the desired dose by using the Up or Down arrows

If your healthcare professional tells you not to set a dose, depress the Down arrow until INF DOSE is displayed (pump will feed until the container is empty)

Connect to the feeding tube and start feeding

NOTE:

The end cover needs to be removed prior to priming the set.



36. Flush your feeding tube as directed, then remove end-cover from giving set

37. Connect giving set to your feeding tube. Use the feeding adaptor if required



38. Turn the dial to RUN to start feeding. Four drop icons will scroll in the lower right hand corner of the display while feed is running

VOL FED and CLEAR VOL settings

VOL FED

Lets you check how much accumulated feed you have delivered



- 39.** Turn the dial to VOL FED and the display will indicate how much feed you have delivered



- 40.** To continue feeding, turn the dial back to RUN

CLEAR VOL

Resets VOL FED display to zero



- 41.** To reset the VOL FED counter to zero, turn the dial to CLEAR VOL (the volume will clear after a 5 second count down on display)



- 42.** To continue feeding, turn the dial back to RUN

Everyday care of your pump

The pump should be cleaned every day after use and immediately after spills occur



43. Before cleaning make sure the pump is off. Switch off mains power and unplug from the wall socket



44. Wipe carefully and thoroughly with a soft damp cloth and warm soapy water



45. The pump is water resistant and can be rinsed under running water. Make sure that you dry the pump properly



46. When you have finished cleaning the pump, it should be reconnected so that the battery can continue charging

WARNING – CLEAN THE OUTSIDE OF THE PUMP ONLY

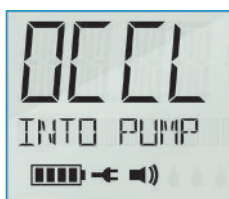
Do not submerge the pump or spray water or cleaning solution into the pump. For general disinfecting, use 10% solution of 5.25% sodium hypochlorite (household bleach), or 40% solution of ethyl alcohol, or 10% solution of phosphoric acid.

Alarms/Alerts: OCCL

Silencing the alarm



OCCL



If the display shows **OCCL INTO PUMP** and an audio alarm sounds, the feed cannot be delivered due to a blockage between the feed container and the pump



If the display shows **OCCL OUT OF PUMP** and an audio alarm sounds there is a blockage between the pump and the patient

Remove the giving set from the pump and check the following

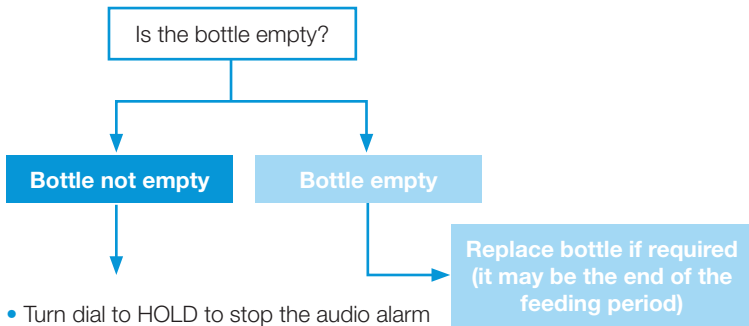
- Is the giving set tubing bent or trapped anywhere?
- Is the two-way tap in the feeding position?
- Is the clamp open on your feeding tube (e.g. nasogastric/gastrostomy tube)?
- Is your feeding tube blocked? To check, set the pump up ready to feed, disconnect the giving set from the feeding tube and RUN the pump into a suitable container. If feed comes out and there is no alarm, it means the pump and giving set are working normally, indicating that your feeding tube may be blocked (contact your healthcare professional)
- If you still experience problems, telephone the Hospital2Home Freephone Helpline: 0800 0183 799

Alarms/alerts: FEED EMPTY

FEED EMPTY



The **FEED** EMPTY alarm occurs if air is detected in the feeding set



- Turn dial to HOLD to stop the audio alarm
 - Remove feeding set adapter from your enteral feeding tube
 - Prime any air out of the feeding set
 - Securely re-attach the feeding set to your enteral feeding tube
 - Turn dial to RUN to begin feeding
- Or... If you are done feeding:*
- Turn dial to OFF/CHRG. This message is displayed because pump was programmed to feed until container is empty (SET DOSE at INF DOSE).

Alarms/alerts: DOSE and BATTERY

DOSE DONE



- **DOSE DONE** means that the dose you entered in SET DOSE is finished. This is normal
- If you wish to feed until the container is empty, set the dose to INF DOSE by selecting SET DOSE and depressing the Down arrow until INF DOSE is displayed
- If dose is set to INF DOSE this alarm will not alert

BATTERY



- **BATT LOW BATTERY** means that the pump's internal battery needs recharging
 - Approximately 30 minutes of battery operation remain
 - Connect to mains power and continue feeding
 - If CHRG PLEASE WAIT is displayed, please wait until PUMP READY TO USE is displayed
 - A fully charged battery will power the pump for about 24 hours at a feed rate of 84ml/h. The battery charges fully in about 6 hours
- **BATT BATT EMPTY** means that the battery is depleted and the pump has stopped feeding
 - Connect to mains power
 - The display will indicate CHRG PLEASE WAIT until the pump is ready to use

Troubleshooting guide

| Screen display | Possible cause | Action to take |
|-----------------------------|--|--|
| ATTN PUMP ON HOLD | This means that hold time has elapsed | Turn dial to RUN to restart the pump |
| BATT BATT EMPTY | This means the pump battery is depleted and the pump has stopped working | Plug the power cord into a mains outlet and make sure the power is turned on. The display will indicate CHRG PLEASE WAIT until pump is ready to use |
| BATT LOW BATTERY | This means the pump battery is nearly empty and approximately 30 minutes of battery operation remain | Plug the power cord into a mains outlet and make sure the power is turned on |
| CHRG PLEASE WAIT | The battery charge is below the minimum level to operate and the pump cannot be used until minimum charge level is reached | No action to be taken. Pump is available for use when the display indicates PUMP READY TO USE |
| DIAL NOT SET | Pump dial is between two dial positions e.g. between RUN and HOLD | Turn the dial to the desired position directly aligning the two dots (on the dial and pump casing). Continue setting up and operating pump as normal |
| DOOR OPEN | This means the set door is open while feeding or priming the feeding set | Turn dial to HOLD and close the set door. Turn dial to RUN to restart pump or attempt to prime the feeding set again |

Troubleshooting guide

| Screen display | Possible cause | Action to take |
|----------------------------|--|--|
| DOSE DONE | This shows the pump has completed delivering the programmed dose | <p>If you have finished feeding: turn dial to OFF/CHRG as the dose has been delivered (VOL FED has reached your set dose).</p> <p>Or, if there is more feed to deliver: turn dial to CLEAR VOL (after 5 seconds, volume will be cleared). Then turn dial to SET DOSE, and use the Up and Down arrows to set the remaining dose to be delivered. Turn dial to RUN to restart the pump</p> |
| ER## SYSTEM FAIL | This indicates a pump malfunction | You should remove the pump from the patient immediately. Turn the dial to OFF/CHRG and contact Abbott Nutrition |
| FEED EMPTY | This means that air has been detected in the feeding set | <p>If you are just beginning a feeding:</p> <ul style="list-style-type: none">• Open the door. Gently press the tubing to ensure it is fully seated in slots below the cassette. Close the door firmly. <p>Or... If there is more food to deliver:</p> <ul style="list-style-type: none">• Turn dial to HOLD to stop the audio alarm• Remove feeding set adapter from your enteral feeding tube• Refer to INSTRUCTIONS FOR USE to prime the air out of the feeding set• Securely re-attach the feeding set to your enteral feeding tube• Turn dial to RUN to begin feeding <p>Or... If you are done feeding:</p> <ul style="list-style-type: none">• Turn dial to OFF/CHRG. This message is displayed because pump was programmed to feed until container is empty (SET DOSE at INF DOSE). |
| LOCK PUMP LOCKED | Lock-out disables the SET RATE, SET DOSE and CLEAR VOL dial settings, as well as the pump's prime features | Turn dial to SET RATE or SET DOSE. Deactivate the lock by pressing the Up and Down arrows simultaneously. Repeat these steps to reactivate the pump |

Troubleshooting guide

| Screen display | Possible cause | Action to take |
|--|--|---|
| NO CASSETTE | This means that either there is no cassette installed or that the cassette was installed incorrectly when attempting to run pump or prime giving set | Turn dial to HOLD and insert cassette correctly and close set door. Turn dial to RUN to start pump, or attempt to prime the feeding set again |
| OCCL INTO PUMP or OCCL OUT OF PUMP | Flow has stopped due to blockage between the feed container and the pump, or between the pump and the patient | Turn control dial to HOLD. Remove feeding set from pump. Clear obstruction; check for kinked tubing or empty container. Reinstall feeding set. If this alarm appears during priming, attempt to prime the set again, then connect the feeding adaptor to the enteral feeding tube. Turn dial to RUN to begin feeding |
| PUMP READY TO USE | The battery charge has reached the minimum level to operate and the pump can now be used | Turn dial to any position to clear message. Confirm all settings are accurate. Turn dial to RUN to continue feeding |
| - HOLD MINUTES | This display counts down the remaining time the pump will be on hold | Turn dial to HOLD. If desired, adjust the HOLD timer to any duration (in 1 minute intervals), between 1 to 90 minutes by using the Up and Down arrows |

If you have any problems setting up your Abbott FreeGo® pump and feeding system, please telephone the **Hospital2Home Freephone Helpline: 0800 0183 799**

Pump accessories



Abbott FreeGo® portable backpack



- Backpacks are available for adults and children to carry the Abbott FreeGo® system

- They are available in three colours
Abbott FreeGo Adult Backpack / Carry Bag (S405) - Black
(S530) - Red
(S532) - Blue

Abbott FreeGo Paediatric Backpack / Carry Bag
(S404) - Black
(S531) - Red
(S533) - Blue

- Both backpacks will hold the 500ml RTH containers and 200ml/220ml plastic bottles. The adult backpack will also hold the 1000ml and 1500ml RTH containers

Abbott FreeGo® portable backpack

Using the Abbott FreeGo® system in the backpack

1. Set up your pump and giving set as normal. Then push the pump into the padded support in the backpack, making sure you haven't caught the giving set tubing behind it
2. Position your feed bottle in the backpack as indicated by the printed lines and secure in place with the Velcro straps and the looped elastic
3. Secure the tubing using the Velcro and coil any excess tubing



4. Fasten the zip allowing the tubing to move freely out of the bottom of the backpack
5. Connect the giving set to the feeding tube. Open the lower pocket and set the pump to run
6. The back panel can be positioned so the backpack will stand upright

If you need further information about portable backpacks, please contact your healthcare professional or call the **Hospital2Home Freephone Helpline: 0800 0183 799**

Abbott FreeGo[®] accessories



Standard pole clamp (S406)



Adjustable angle pole clamp (S415)



Table drip stand (S407)

Feed details

Patient's name

Name of feed

Feeding **RATE**:

Feed (1st container, ml/h)

Feed (2nd container, ml/h)

Feeding **DOSE**: (total volume to be given, ml)

Make and description of feeding tube:

Other information:

Important contact numbers

Dietitian:

Other healthcare professional:

Hospital2Home Freephone Helpline

0800 0183 799

Other:

Notes



Hospital2Home Freephone Helpline:
0800 0183 799

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Further information is available from Abbott Nutrition, Abbott House, Vanwall Business Park,
Vanwall Road, Maidenhead, Berkshire SL6 4XE. www.abbottnutrition.co.uk

Date of preparation: August 2012 © 2012 Abbott Laboratories Ltd. RXANI120296

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