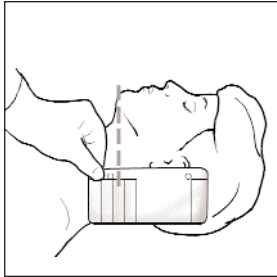


The Aspen[®] Cervical Collar is available in infant, child, and adult sizes

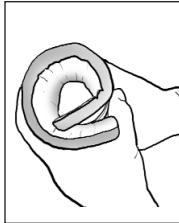
SUPINE PATIENT APPLICATION INSTRUCTIONS

SUPINE SIZING

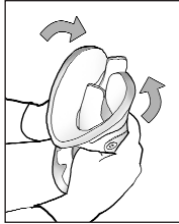


- Maintain head in neutral or desired position or according to hospital protocol and/or physicians' orders.
- Place arms down along side.
- Place sizing guide against head at the highest point of the shoulder muscle.
- Draw an imaginary line from chin bottom to sizing guide.
- Select collar size.

1. PRE-FORM COLLAR



- Roll up back panel (like a hand towel).

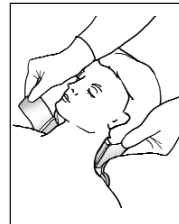


- Roll collar front panel sides inward.

2. POSITION BACK

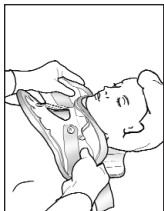


- Fold loop Velcro strap over foam pad.
- Place back panel under crevice of neck.
- Press down on the back panel with one hand and push with other until back panel is centered under neck.



- The end of each Velcro strap should come to same position on each side.
- Velcro straps should be centered between the ear and the top of the shoulder muscle.

3. POSITION FRONT



- Flare sides of front panel outward.
- Place chin piece directly under chin (generally, the chin should not extend beyond the edge of the plastic).



- Hold firmly with one hand.
- Push sides of front panel up over shoulder muscles and around neck.

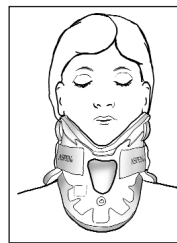
4. ATTACH FRONT



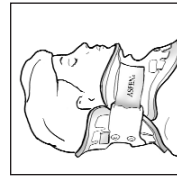
- While holding collar front panel with one hand, center back panel and attach both sides to front.
- To ensure a proper fit, select loop strap that has the greatest distance from the trach opening. Place index and middle fingers in trach opening. While positioning thumb firmly against lower corner of front panel side, simultaneously undo Velcro with other hand by firmly gripping back panel Velcro strap. Pull *straight* out (laterally) until slack is removed. When reattaching back panel, make sure Velcro strap is attached high enough so that back panel plastic does not make contact with skin. If this is not possible, select a different back panel (see section BACK PANELS).

NOTE: It is not necessary to tighten the Occipital Support Strap™ on supine patients.

5. PROPER SIZE AND FIT



- Patient's chin should be flush with end of collar chin piece.
- Inner trach bar should not be touching airway (if it does, refit with next taller size collar).



- All slack should be removed from collar back.
- Back panel should be centered (from the front, the back Velcro straps should be symmetrical).

SIZING GUIDELINES

ADULT SIZES

COLLAR SIZE	LABEL COLOR	TOP OF SHOULDERS TO CHIN DIMENSION	CIRCUMFERENCE (WITH STD. BACK)
SHORT	BLUE	≤5/8" (2 cm)	ALL ARE
REGULAR	ORANGE	5/8" to 1-1/4" (2 cm to 3 cm)	13" to 21"
TALL	GREEN	1-1/4" to 1-7/8" (3 cm to 5 cm)	(33 cm to 53 cm)
X-TALL	YELLOW	≥1-7/8" (5 cm)	

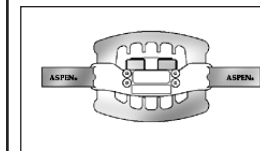
CHILD AND INFANT SIZES

COLLAR SIZE	LABEL COLOR	AGE IN YEARS	CIRCUMFERENCE
PD1	PINK	1-18(months)	8" to 12" (20 cm to 30 cm)
PD2	RED	9-24(months)	11" to 13" (28 cm to 33 cm)
PD3	PURPLE	1-3	11.5" to 14" (29 cm to 36 cm)
PD4	YELLOW	2-5	12" to 14.5" (30 cm to 37 cm)
PD5	WHITE	3-6	13" to 16" (33 cm to 41 cm)

NOTE: the above age guideline is based on normal growth and development.

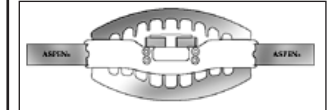
BACK PANELS AND ACCESSORIES

ADULT SMALL BACK



Use the Small Back when the Standard Back (packaged with all collars) makes contact with ears and/or overlaps collar front panel to the point where there is less than 2" of Velcro contact on each side (up to 20" circumference).

ADULT LARGE BACK

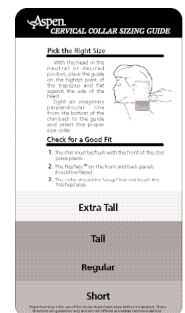


Use the Large Back when back panel plastic does not make contact with front panel plastic (up to 25" circumference).

INSERVICE VIDEO & PATIENT HANDBOOK

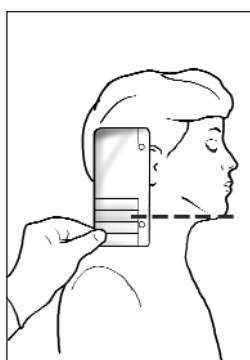


SIZING GUIDE



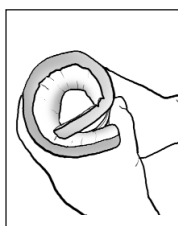
AMBULATORY (UPRIGHT) APPLICATION INSTRUCTIONS

AMBULATORY SIZING

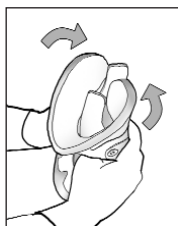


- Maintain head in neutral or desired position or according to hospital protocol and/or physicians' orders.
- Place sizing guide against head at the highest point of the shoulder muscle.
- Draw an imaginary line from chin bottom to sizing guide.
- Select collar size.

1. PRE-FORM COLLAR

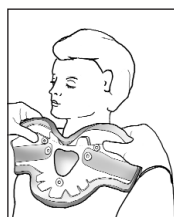


- Roll up back panel (like a hand towel).

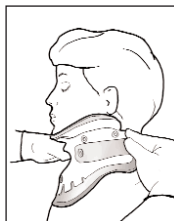


- Roll collar front panel sides inward.

2. POSITION FRONT



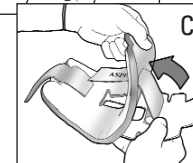
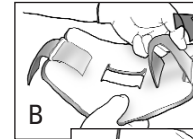
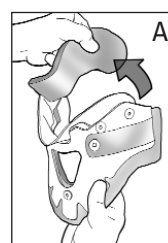
- Flare sides of front panel outward.
- Position chin piece directly under chin (generally, the chin should not extend beyond the edge of the plastic).



- Push sides of front panel up over shoulder muscles and around neck.

PAD CLEANING INSTRUCTIONS

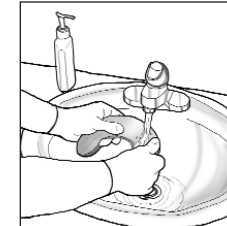
PAD REMOVAL



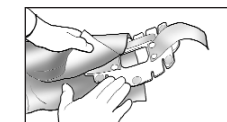
The front and chin pads are removed simply by peeling them off the Velcro dots (A). To remove the back panel pad, first pull the gray loop straps through the plastic slots (B). The pad can now be peeled off of the Velcro dots and slid off of the loop straps (C).

IMPORTANT: For optimum patient hygiene, pads should be changed and washed if they become moist or have an odor. Check pads every 12 hours or according to hospital protocol.

CLEANING

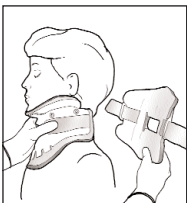


Hand wash pads with mild soap and warm water. Do not machine wash or use bleach. Rinse thoroughly.



NOTE: The plastic shell of the collar may be wiped with mild soap and water. Rinse and towel dry before re-attaching pads

3. ATTACH FRONT

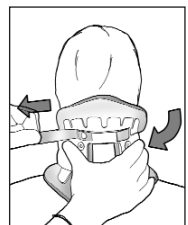


- While holding collar front panel with one hand, center back panel and attach both sides to front.



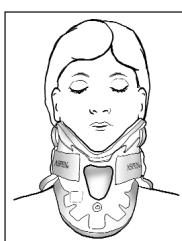
- To ensure a proper fit, select loop strap that has the greatest distance from the trach opening. Place index and middle fingers in trach opening. While positioning thumb firmly against lower corner of front panel side, simultaneously undo Velcro with other hand by firmly gripping back panel Velcro strap. Pull *straight* out (laterally) until slack is removed. When reattaching back panel, make sure Velcro strap is attached high enough so that back panel plastic does not make contact with skin. If this is not possible, select a different back panel (see section BACK PANELS).

4. FINAL ADJUSTMENTS

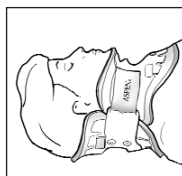


- Tighten the Occipital Support Strap™ (OSS) by squeezing the back panel to the neck and pulling one side of the OSS until all slack is removed (only do on one side). This will create a "shelf" that cradles and supports the back of the head.

5. PROPER SIZE AND FIT



- Patient's chin should be flush with end of collar chin piece.

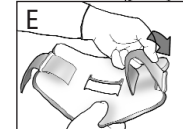
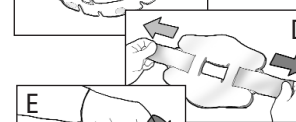
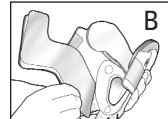
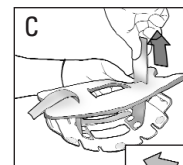
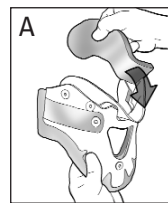


- Inner trach bar should not be touching airway (if it does, refit with next taller size collar).

- All slack should be removed from collar back.

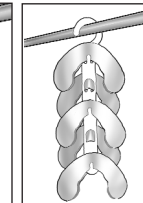
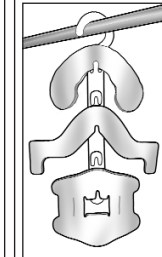
- Back panel should be centered (from the front, the back Velcro straps should be symmetrical).

PAD ATTACHMENT



To apply the front and chin pads, simply align the gray side of the pad with the collar plastic. Fold the pads in half (with the gray side facing out-A,B). Attach the pads to the center Velcro dot first, then unfold, attaching the outer Velcro dots. Be sure the foam overlaps the exterior margin of the collar plastic by 1/4" to 1/2". To apply the back panel pad, start by threading the gray loop straps on the collar (with the Aspen® logo) through the slits in the pad (C). Be sure the gray side is facing the collar's hook dots. Pull the loops tight (D) and thread through the slots in the plastic (E).

DRYING



NOTE: Chin pad packs available. Call Aspen Medical Products for info.

Squeeze out excess water by pressing pads with a towel. Allow to completely air dry by laying on a towel or by placing on EZ Dry™ pad hanger (available at Aspen Medical Products). Do not use heat to dry. Use replacement pads during drying time. Replacement pads are available from your doctor, local orthotic and prosthetic facility, or by calling Aspen Medical Products at **800-295-2776**.

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Aspen Medical Products shall have no obligation under this limited warranty in the event:

(a) The product was not purchased from Aspen Medical Products or through its authorized channels of distribution;

(b) The product is altered;

(c) Any parts not supplied by Aspen Medical Products are inserted into the product; or

(d) The product is not used in accordance with the Aspen Medical Products, Instructions for Use.

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