

# Ventaire™ Scope Drying and Tracking Cabinet Start-Up Guide



This Start-up Guide walks you through the basic operation of your Ventaire scope drying and tracking cabinet. We recommend you read the Ventaire Scope Drying and Tracking Cabinet User Manual to ensure accurate and safe operation of the Ventaire system.

Quick link to Ventaire Scope Drying and Tracking Cabinet User Manual



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# Settings

Your cabinet is preconfigured with default settings for drying, venting, and scope expiration durations and prepopulated check-in and check-out fields. To change or customize any of these settings and fields, select Settings and enter in the administrator PIN.

- To change PIN:
- Select Settings and enter default administrator PIN: 0001



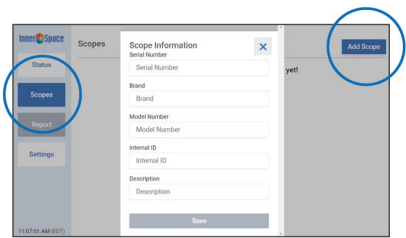
- Scroll to Change PIN
- Enter new PIN
- Select Confirm

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# Scopes

Enter information about an individual scope or upload scope information in a batch during the initial setup. You can also add, edit, or delete information after setup.

- To add a scope to the scope inventory:
- Select Scopes
- Select Add Scope
- Enter scope information
- Select Save



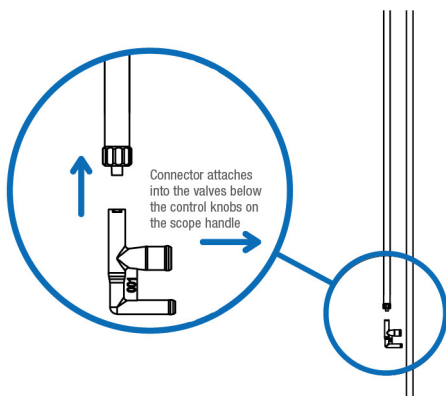
For information on uploading scopes in a batch, scan the QR code and see the included instruction sheet.

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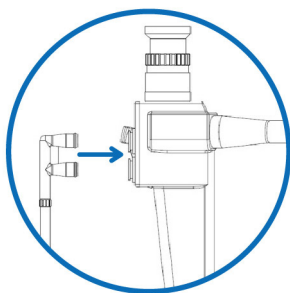
## Attaching connector kit to scope

Connector kits are designed to work with different scopes. Below are general instructions of how to attach connector to a scope and the Ventaire system. For instructions specific to your connector kit, visit [innerspacehealthcare.com/Ventaire](https://innerspacehealthcare.com/Ventaire).

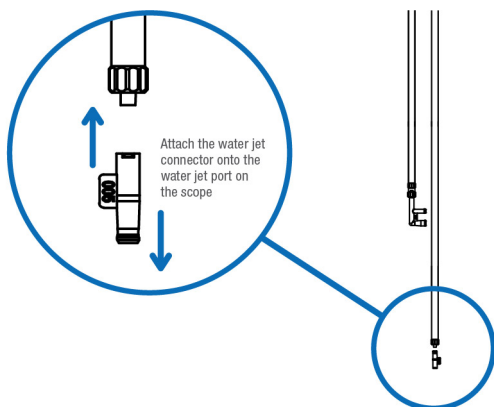
1. Begin by placing the scope on an open scope manager
2. Attach connector to manifold tube



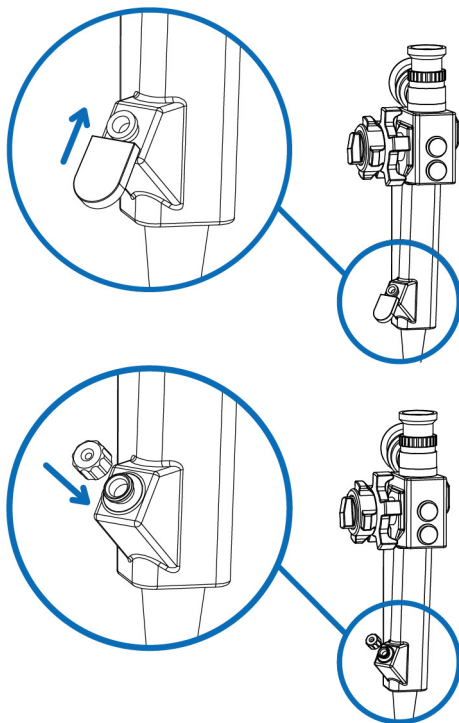
3. Insert connector into suction and air water valve ports below control knobs on the scope



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4. If your scope has a water jet port, attach luer coupler or plug to manifold auxiliary water tube, and then attach into water jet port on scope by screwing or inserting it into port



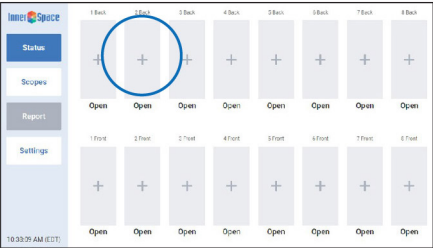
5. Depending on type of biopsy valve, either slide on a biopsy valve cover or screw in plug



# Check in scope

Select Status

Select + to assign slot you've attached scope in

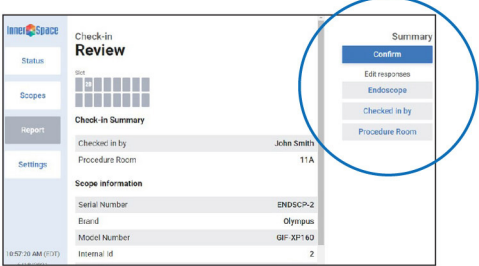


Enter scope serial number

Select Next

Enter name

Select Review. Review information



Select Confirm

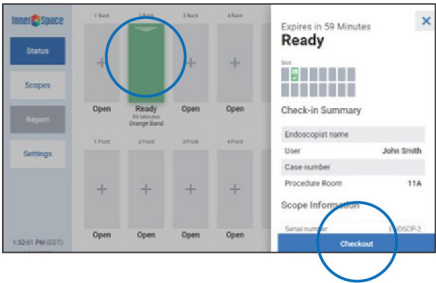
Check scope connections

Select Start Drying Cycle

# Check out scope

Select active slot

Select Check Out



Select your name from list or enter name if new to system

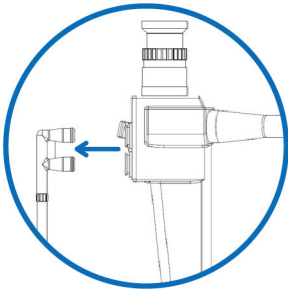
Select Review. Review information

Select Confirm

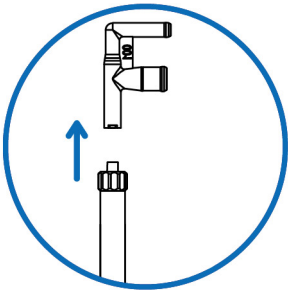
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# Remove scope from cabinet

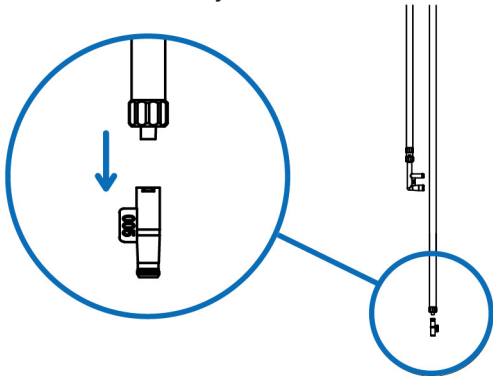
Disconnect connector from scope



Disconnect connector from scope



For scopes with a water jet port, remove luer coupler or plug from water jet port on scope, and then remove from manifold auxiliary water tube



Remove biopsy valve cover or plug from scope

Throw out connector and all connector parts

Lift scope off scope manager



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