



## Cough Assist Machine Program - As of 1st July 2016

### COUGH ASSIST REQUIREMENTS

- Any person/family requesting to use a machine MUST be a member of Spinal Muscular Atrophy Australia Inc.
- Any person/family requesting a machine must complete an Application for Equipment Form (available from our office).
- A letter from a Respiratory Specialist must accompany the application.

**The letter must state;**

- i) The name of person using machine.
  - ii) The machine will be of benefit to that person.
  - iii) That the person/family has been trained and can appropriately use the machine.
- As these machines are in great demand, SMA Australia, in conjunction with the appropriate medical professional, will individually assess each case lending machines to the most severe cases preferentially. This decision is final and cannot be appealed. Unsuccessful applications will remain on the waiting list until another machine is made available. We take no responsibility for how a person may react using this machinery. We require that the family are fully trained by a specialist in its use before receipt of the machine.
  - All cough assist machines are the property of SMA Australia. However, while the cough assist machine is "on hire" the person/family is responsible for the machine. When the machine is no longer required, it must be returned in good working order along with any associated attachments to the office of SMA Australia as soon as possible. Freight is payable by the person/family on delivery and return of the machine – which is charged at a flat rate of \$100 each way.
  - To continue hiring a cough assist machine your yearly renewal membership fee is compulsory.
  - If the machine, apart from normal wear and tear, is broken or damaged in any way, the person/family is responsible or cost of freight and repair to that machine.
  - It is a requirement that the cough assist machine be noted separately on the house and contents insurance policy for the sum of \$10,000. A copy of the 'current' insurance policy must be received by the Association prior to receipt of the cough assist machine.
  - The cost of consumables for a machine is the responsibility of the person/family. However, consumables may be purchased through SMA Australia at cost of \$25 per circuit and \$5 for filters. (please refer to the maintenance and care document).
  - The machine will be recalled for servicing as required at no cost to the person/family. The person/family will receive a replacement machine if required during the servicing time.
  - Annually there will be a review and evaluation of the cough assist machine loaned to the recipient/family that has a machine. This assessment will assist in maintaining a high quality of service and support and determine if the machine is still required. The office will contact you a month prior to your anniversary date of loaning the machine to fill in the evaluation form.



## OPTIONS

### Option 1

If SMA has no Cough Assist machines available you are able to be supported by Philips Respironics in the short term to hire a machine through the 'Sleep Ezy' Centre's that Philips Respironics run throughout Australia. The hire cost to the family and as an SMA Australia member would be reduced to \$250 per month (usually \$300 per month).

### Option 2

Hire a Cough Assist machine on contract through Spinal Muscular Atrophy Australia Inc. at a cost of \$125 per month. Circuits are \$25 and filters are \$5 each. (please refer to the maintenance and care document).

### Option 3

Hiring the machine from Spinal Muscular Atrophy Australia Inc. on a short term basis in case of an illness or an emergency at a cost of \$40 per week plus consumables of \$25 per circuit.

### Additional Options - Assisting in Fundraising

Our biggest challenge is the engagement of people to assist in raising funds for SMA Australia, so we are now hoping that families will assist us to spread the awareness of SMA through their family, friends and other networks. This in turn creates awareness about Spinal Muscular Atrophy, which serve the bigger cause in the long run.

We are offering other options to enable you to reduce the cost of your hiring fee. You can pay the invoices or you will have an option to host a fundraiser and use the funds raised to reduce your yearly hiring fee.

✓ **Paying the invoices yourself or through case management packages.**

You or your care package management can opt to:

1. Receive an invoice monthly for the hire amount to spread out payments .
2. Pay your invoice quarterly or yearly.

✓ **Hosting a fundraiser for SMA in lieu of paying the hiring fee.**

Host a fundraiser\* for SMA to raise at least \$2,000. This will waive your hiring fee for one year, and also provide you with a tax deductible donation receipt.

*\*\*The fundraiser could be held by a family member, school, workplace, or friend of yours or your family. In this case, the fundraiser would receive the tax donation receipt and you would still get the hire fee waived.*

We encourage you to contact the office to discuss your individual case, so we can assist you with any needs you may have in regards to these options. Each individuals needs will be considered by the Committee of Management.



## CONTRACT AGREEMENT

I \_\_\_\_\_ (person/carer)

agree to abide by the above requirements, when in possession of a Cough Assist machine and will use the machine for the sole purpose for which it is intended.

Signed: \_\_\_\_\_ (person/carer)

Date: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Person using machine: \_\_\_\_\_

### Invoice Options

Please Circle      Monthly                  Quarterly                  Yearly

### Representative of Spinal Muscular Atrophy Australia Inc.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Position: \_\_\_\_\_

### For further information please contact:

**Spinal Muscular Atrophy Australia Inc.**  
Unit 7, 16-28 Melverton Drive  
Hallam VIC 3803  
PO Box 5245, Hallam VIC 3803

**Phone** 03 9796 5744  
**Fax** 03 8373 7787  
**Email** reception@smaaustralia.org.au  
**Web** www.smaaustralia.org.au

ABN 82 885 991 569 A0047660D