

## Hg5® Collection Container Replacement & Recycle Procedure

### Warning

The waste stream treated by the Hg5® is discharge from a dental vacuum system and as such may contain concentrations of solid and soluble mercury and silver. Because of this any spills should be considered hazardous and should be handled in accordance with standard hazardous materials (HAZMAT) handling procedures. Full Collection Containers are a HAZMAT and should be handled, stored and disposed of according to regulations applying to hazardous waste containing mercury. Always wear protective gear when handling full Hg5® collection containers (latex gloves, safety glasses or face shield) and dispose of per local regulations and codes.



**KEEP THE VACUUM SYSTEM RUNNING  
DURING THE ENTIRE COLLECTION CONTAINER  
REPLACEMENT PROCEDURE.**



**THIS PROCEDURE SHOULD BE PERFORMED ONLY  
WHEN NO OPERATORIES ARE BEING USED AS LOSS  
OF CHAIRSIDE VACUUM MAY OCCUR. LEAVE THE  
VACUUM SYSTEM RUNNING DURING THE ENTIRE  
COLLECTION CONTAINER CHANGE OUT  
PROCEDURE!**

1. Sanitize the vacuum system using the sanitization procedure established at your facility. It is good practice to leave the vacuum pump running for 5 to 10 minutes every time the system is sanitized in order to allow excess liquid time to evacuate the lines.

**2. SAVE INNER CARTON AND FOAM END CAPS FOR RETURN SHIPMENT OF YOUR FULL COLLECTION CONTAINER! Contents are as follows:**

- a. One (1) Hg5® Instruction Sheet.
- b. One (1) Hg5® Collection Container.
- c. Two (2) Foam Packaging End Caps.
- d. One (1) plastic cylinder with blue cover and foam insert.
- e. One (1) box with prepaid UPS label attached.
- f. One (1) 15" length of Packaging Tape.
- g. Two (2) 6" length of Packaging Tape.
- h. Small plastic bag with (2) clear snap caps.





**Note** the vacuum gage reading

3. Remove the new collection container from the plastic cylinder.
 

**With the vacuum system still running**, remove the full collection container from the Hg5@ Unit as follows:

  - a. Support the collection container with one hand, removing the retaining pins with the other hand.
  - b. Tilt the collection container to the side to release from the system (away from the vacuum side).
  - c. Then pull down to release the entire collection container.
4. **With the vacuum system still running**, Install your new collection container:
  - a. The collection container can be installed only one way. Note the alignment of the fittings on the collection container with the receiver holes in the upper unit.
  - b. Gently insert the fittings into the receiver holes. This can be accomplished by rocking the collection container slightly. The O-rings on the fittings should seat easily into the upper unit receivers.
  - c. Continue to push the collection container into the upper unit until it is fully seated.
  - d. Insert the retaining pins into their holes until seated. The collection container is now locked into place.

5. Fill out the information label:
  - a. Enter the "Date Installed" on the new collection container.
  - b. Enter the "Next Change Due" on the new collection container.

**NOTE: YOUR COLLECTION CONTAINER MUST BE CHANGED ONCE EVERY TWELVE (12) MONTHS OR WHEN THE SEDIMENT LEVEL REACHES THE FULL LINE, WHICHEVER OCCURS FIRST.**

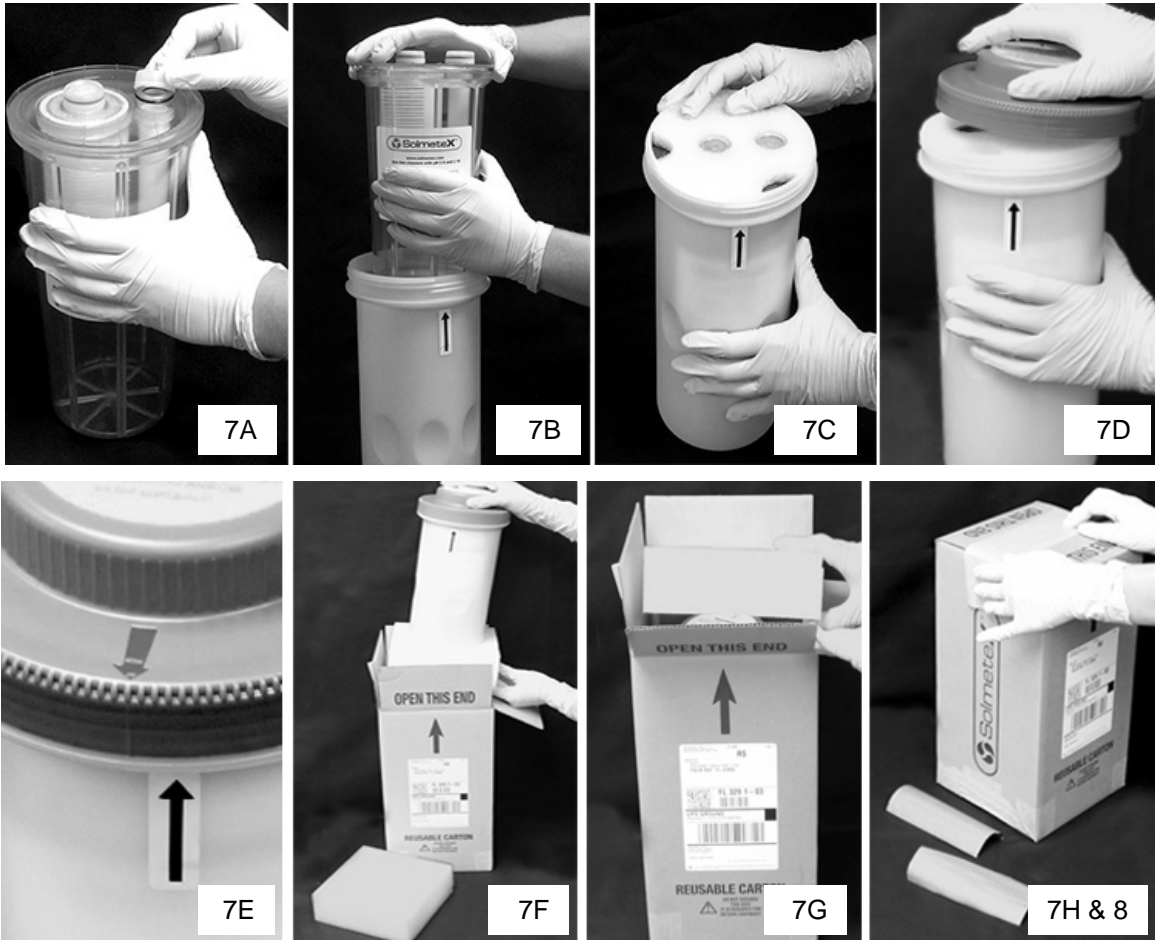
**CHECK THE SEDIMENT LEVEL OF THE COLLECTION CONTAINER WEEKLY.**

6. Note the vacuum gage reading. The reading should be the same as before the collection container change.



**In order to avoid leakage during shipment to the recycle facility, it is necessary to exactly follow steps 7, 8 and 9.**

- 7 (A) Place the *CLEAR* snap caps provided over the inlet and outlet fittings of the full collection container. Press down firmly on the clear caps until they snap into place over the black o-rings
- (B) Place the spent collection container into the plastic cylinder
- (C) Place round foam insert on top of collection container in the cylinder
- (D) & (E) Screw down lid securely – completely tighten lid so that the arrow on the blue lid is past the arrow on the side of the plastic cylinder
- (F) Place the plastic cylinder into the bottom foam and insert into the shipping carton
- (G) Place top foam onto the plastic cylinder
- (H) Close the box.
8. Package and Shipment of the full collection container:
- Using a wet sponge, thoroughly moisten the 15" piece of shipping tape and apply to the center seam ensuring a tight seal.
  - Using a wet sponge, thoroughly moisten each 6" piece of shipping tape and apply to the box end seams ensuring a tight seal.
  - Call UPS at 1-800-742-5877 to schedule pick up.
  - You can download a Certificate after your collection container has been received at the recycler. Please go to [www.solmetex.com](http://www.solmetex.com) click on Recycling Certificate Login within 4 – 6 weeks.
9. Retain your picking slip which has your customer receipt on it. The UPS tracking number is also on this information for your returned recycle kit.



All packaging must be used to ship to recycler including all foam inserts in order to avoid leakage during shipment to the recycler facility.



You can now view and print your recycle certificates online at

[www.solmetex.com](http://www.solmetex.com)

SolmeteX customers now have online access to recycle certificates; you will no longer have to wait for certificates to be mailed to maintain your recycle records!

- Visit [www.solmetex.com](http://www.solmetex.com) and click “Recycle Certificate Login” located in the menu bar.
- Enter your username (ship to number) and password (zip code). These can be found on the Packing Slip that is included with each SolmeteX shipment, see the example below.
- Login instructions:
  - Username is the top **NUMBER** in the “Ship To Box”
  - Password is the “zip code”
- View and print certificates

Solmetex  
50 Bearfoot Road  
Northborough, MA 01532  
Phone: (508) 383-5115  
Fax: (508) 383-1795

Picking Slip

Date: Jan 01, 2014 Page: 1  
Shipment Number: SH00000000000000XXXXXX

**“User Name”**

Sold To:  
Your Dealer of choice  
1234 Summer Lane  
Anywhere, MA 12345

Ship To:  
00012356  
DENTIST DDS  
789 Winter Ville  
Anywhere, CA 12345

Reference	PO Number	Customer No.	Salesperson	Ship Via	Ship Date
ORD0000000000	12345678	12345678		000	Jan 02, 2014

Picking Sequence	Item Number	Description	Qty. Ordered	UOM	Qty. Shipped	Qty. Backord.
	HG5-002CR	COLLECTION CONTAINER WITH RECYCLING	1.0000	Ea.	1.0000	0.0000

Solmetex  
CUSTOMER RECEIPT  
UPS CUSTOMER SERVICES  
800-742-5877

1Z57A000XXXXXXX  
ORD0000  
HG5-002CR  
DENTIST DDS  
789 WINTER VILLE  
ANYWHERE, CA 01235

DESTINATION TO WHERE IT WAS SHIPPED TO  
XX XXXXX XXXXXXXX  
XXXXXXXX XX XXXXX

Customers are encouraged to save the Picking Slip label that is included in the recycle kit. Your UPS Customer Receipt is attached to picking slip. After the container is shipped, it can be tracked at [www.ups.com](http://www.ups.com), and a proof of delivery can be printed for your records.

If there are any problems or questions, please do not hesitate to contact us at 800-216-5505. May take up to 60 day to process from date shipped to the recycler.

*\*This online certificate service is currently for recycle certificates for the Hg5 collection containers only; online certificates for all other waste compliance will follow in the near future.*