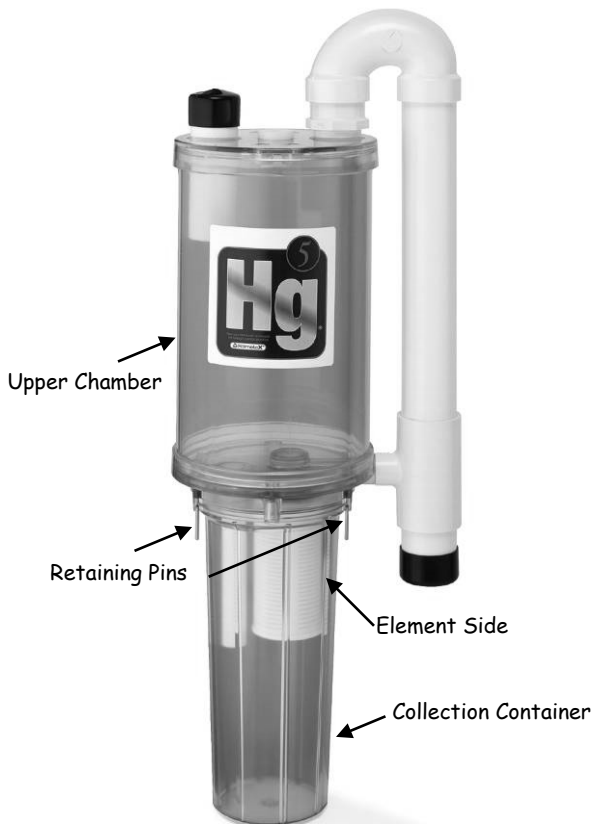


## Hg5<sup>®</sup> Collection Container Replacement & Recycle Procedure

The waste stream treated by the Hg5<sup>®</sup> 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 handling procedures. Full Collection Containers should be handled, stored and disposed of according to regulations applying to hazardous waste containing mercury. Always wear protective gear when handling full Hg5<sup>®</sup> 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<sup>®</sup> Collection Container Procedure instructions.
- b. One (1) Hg5<sup>®</sup> Collection Container.
- c. Two (2) Foam Packaging End Caps.
- d. One (1) plastic sleeve with blue cover and foam insert.
- e. One (1) box for return shipping.
- f. One (1) 15" length of Packaging Tape.
- g. Two (2) 6" length of Packaging Tape.
- h. Two (2) clear snap caps.
- i. One packing slip envelope to be used for return shipping.





**Note** the vacuum gage reading

3. Remove the new collection container from the plastic cylinder. Remove and discard red plugs from collection container.

**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 gauge 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.**

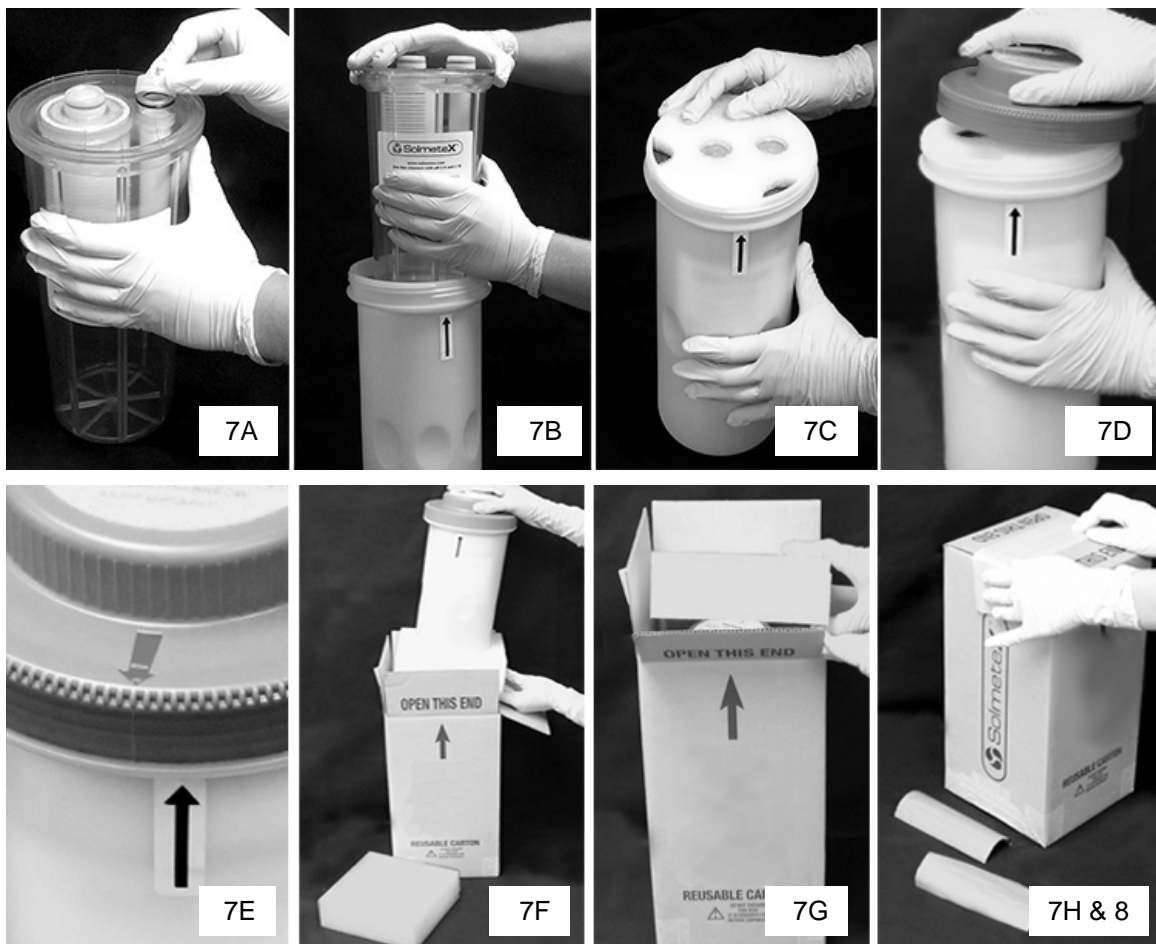
7 Preparation of full collection container:

- (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 full collection container into the plastic sleeve
- (C) Place round foam insert on top of collection container in the sleeve
- (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 sleeve
- (F) Place the plastic sleeve into the bottom foam and insert into the shipping carton
- (G) Place top foam onto the plastic sleeve
- (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.
- To obtain shipping label for recycling, go to [www.solmetex.com](http://www.solmetex.com). Click on “Recycling Program” for instructions on how to obtain & print shipping label.
- Place UPS shipping label into the packing slip envelope, remove backing and place envelope on box.
- 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 weeks.

9. Retain your picking slip for information that will be necessary to obtain shipping label and recycling certificate.



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

## Shipping Label and Recycling Certificate instructions

### Shipping Labels:

- Visit [www.solmetex.com](http://www.solmetex.com) , locate and hover over “Recycling Program” in the menu bar.
- Select and click on “Shipping Label” from drop down menu.
- Enter “Account number” and “zip code”
- Click on “Shipping Label”
- Fill in all necessary information.
- Print the label, place the label into the packing slip envelope, remove backing and place on box for UPS pick up or 1-800-742-5877 to schedule pick up.

**Note: One UPS label per Solmetex shipping box.**



Reference		PO Number	Dealer No.	Salesperson	Ship Via	Ship Date
ORD0000000000		12345678	12345678		000	Jan 02, 2016
Picking Sequence	Item Number	Description	Qty. Ordered	UOM	Qty. Shipped	Qty. Backord.
	H05-002CR	COLLECTION CONTAINER WITH RECYCLING	1.0000	Ea.	1.0000	0.0000

### Recycling Certificates:

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

Visit [www.solmetex.com](http://www.solmetex.com) for more information and “Live Chat” Monday – Friday 8:30 am – 5:00 pm EST or contact us at 800-216-5505. Recycle Certificates may take up to 30 day to process from date shipped to the recycler.