



Managing your COPD

A self-care workbook for patients



Main Line Health[®]
Well ahead.[®]



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Information about your condition

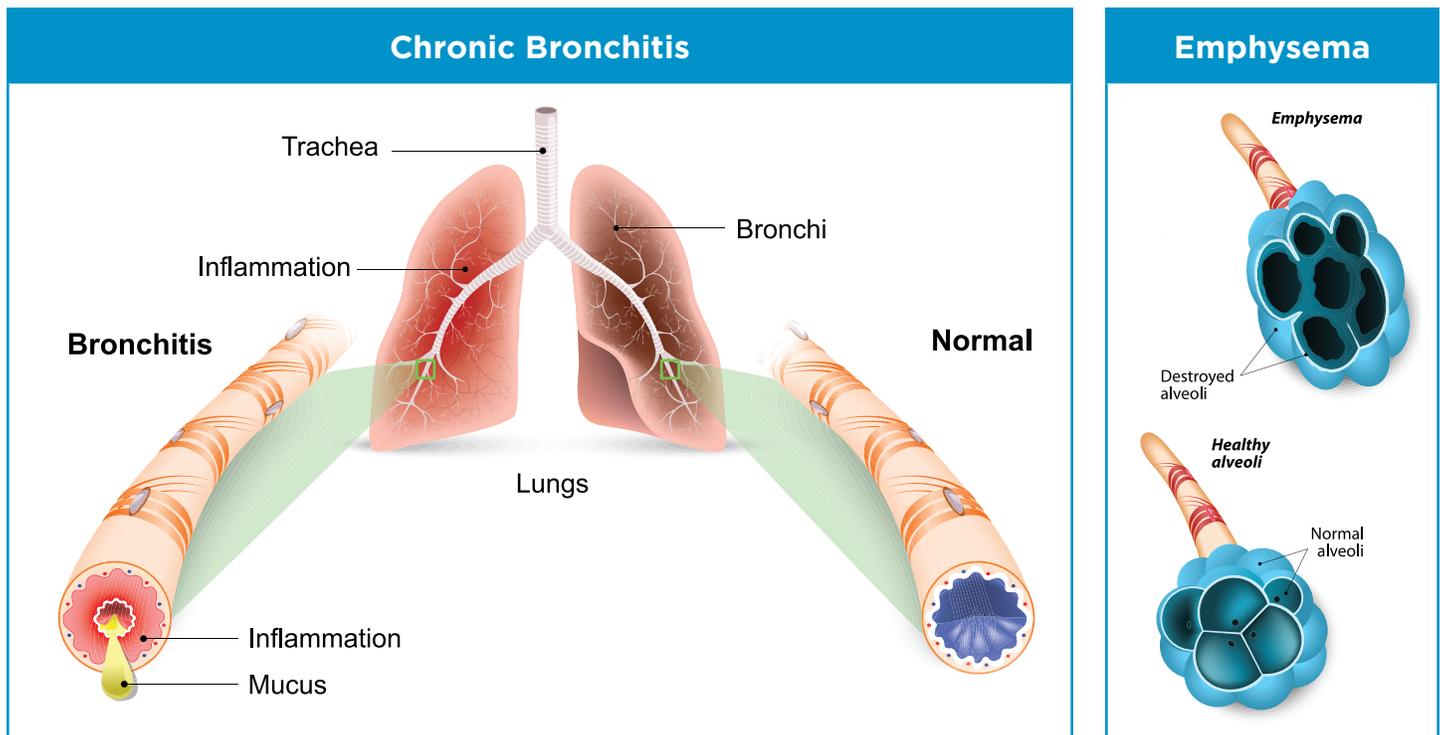
What is COPD?

Chronic obstructive pulmonary disease (COPD) is a common lung disease that is both preventable and treatable. It is caused when the airways going to your lungs become narrowed.

This causes the lung air sacs to become damaged and overinflated (or full). It makes it harder for you to get fresh air in and stale air out of your lungs. Chronic bronchitis and emphysema are both considered types of COPD.

Symptoms of COPD:

- Coughing more often and coughing up mucus
- Shortness of breath that keeps you from doing things you would like to do



Keeping your COPD under control

Here are some things you can do to help:

1. Understand what it means to have COPD.
2. **STOP SMOKING.** Even when you already have COPD, quitting smoking can help your lungs work better.
3. Take ALL your medicines as ordered by your doctor.
4. Eat well—the right nutrition can help you breathe easier.
5. Exercise and stay active.
6. Use oxygen if ordered by your doctor.
7. Get a flu vaccine every year.
8. Get a pneumonia vaccine.
9. Wash your hands often and stay away from people with colds or flu.
10. Avoid lung irritants (smoke, cold air, aerosols, strong cleaning products, etc.)
11. Keep all doctor appointments.
12. Follow your COPD action plan.

Self-assessment

How is your COPD?

Take the COPD Assessment Test™ (CAT)

This test is for people diagnosed with COPD (chronic obstructive pulmonary disease). COPD includes chronic bronchitis and emphysema. This test can help your healthcare provider assess your COPD health status.

For each item below, place a mark (X) in the box that best describes you now. Be sure to only select one response for each question.

Example: I am very happy (0) (1) (X) (3) (4) (5) I am sad

								Score
I never cough	(0)	(1)	(2)	(3)	(4)	(5)	I cough all the time	<input type="text"/>
I have no phlegm (mucus) in my chest at all	(0)	(1)	(2)	(3)	(4)	(5)	My chest is full of phlegm (mucus)	<input type="text"/>
My chest does not feel tight at all	(0)	(1)	(2)	(3)	(4)	(5)	My chest feels very tight	<input type="text"/>
When I walk up a hill or one flight of stairs I am not breathless	(0)	(1)	(2)	(3)	(4)	(5)	When I walk up a hill or one flight of stairs I am very breathless	<input type="text"/>
I am not limited doing any activities at home	(0)	(1)	(2)	(3)	(4)	(5)	I am very limited doing activities at home	<input type="text"/>
I am confident leaving my home despite my lung condition	(0)	(1)	(2)	(3)	(4)	(5)	I am not at all confident leaving my home because of my lung condition	<input type="text"/>
I sleep soundly	(0)	(1)	(2)	(3)	(4)	(5)	I don't sleep soundly because of my lung condition	<input type="text"/>
I have lots of energy	(0)	(1)	(2)	(3)	(4)	(5)	I have no energy at all	<input type="text"/>
								Total Score

COPD Assessment Test and the CAT logo is a trademark of the GlaxoSmithKline group of companies.

This material was developed by GlaxoSmithKline.



Medicines

Inhalers and/or nebulizers put medicine directly into your lungs. This is different from pills or shots, which send medicine into your whole body. Here's what else you need to know about using inhalers and nebulizers:

- Inhalers deliver medicine to lungs using fine mists, sprays, or powders that must be inhaled.
- Nebulizers change liquid medicine into a fine mist that is inhaled.

Your doctor, nurse, respiratory therapist or pharmacist will work with you to make sure you understand all of your medicines.

INHALERS



NEBULIZERS



Types of medicines you may be taking

Medication	Purpose	Possible side effects and special precautions
<p><input type="checkbox"/> Inhaled bronchodilators</p> <p>My medication:</p> <p>_____</p>	<p>Relax and open up your lungs making it easier for you to breathe</p> <p>Can be short acting (effect lasting 4-6 hours) or long acting (effect lasting 12-24 hours)</p>	<p>Nervousness, insomnia, faster heartbeat, increased blood pressure, dry mouth, feeling shaky and unable to sleep</p>
<p><input type="checkbox"/> Inhaled steroids</p> <p>My medication:</p> <p>_____</p>	<p>Decrease inflammation (swelling) and mucus in the lungs</p> <p>Decrease lung sensitivity to allergens and irritants</p>	<p>Thrush (a mouth infection) can be a side effect; rinsing and spitting after each use can prevent this</p>
<p><input type="checkbox"/> Steroids by mouth or through a vein</p> <p>My medication:</p> <p>_____</p>	<p>Usually only for COPD flare-ups (exacerbations)</p> <p>Decrease inflammation (swelling) and mucus in the lungs</p> <p>Decrease lung sensitivity to allergens and irritants</p>	<p>Unable to sleep, mood changes, weight gain, high blood pressure, glaucoma, cataracts, osteoporosis</p> <p>Oral steroids should be taken with food or milk.</p>
<p><input type="checkbox"/> Select phosphodiesterase-4 (PDE-4) inhibitors</p> <p>My medication:</p> <p>_____</p>	<p>Can reduce the number of COPD flare-ups (exacerbations)</p>	<p>Diarrhea, nausea, headache, insomnia, back pain, reduced appetite, dizziness</p>

Medication	Purpose	Possible side effects and special precautions
<p><input type="checkbox"/> Oxygen</p> <p>My dose:</p> <hr/>	<p>Can raise oxygen level if you have low levels in your body</p> <p>Relieves shortness of breath, fatigue and dizziness</p> <p>Can provide more alertness, improved sleep and overall better feeling</p> <p>Can provide ability to do more activities such as traveling, exercising, etc.</p>	<p>Headaches, confusion or increased sleepiness may indicate you are getting too much</p> <p>Dryness and bleeding of the lining of the nose can be caused by oxygen settings of 4 liters per minute or above; a humidifier attached to your oxygen equipment or certain water-soluble lubricants can help prevent or treat dryness</p>

Oxygen safety

You should know that oxygen makes fire burn hotter and faster, so it is important that you reduce chances of fire when using oxygen. Please review the safety guidelines below.

THINGS TO DO

- Display an “Oxygen in Use” sign at the main entrance to your home.
- Make sure there are working smoke detectors and smoke alarms in your home.
- Clean and replace your oxygen equipment as instructed.
- Set the flow rate for only the number of liters ordered by the doctor.
- Arrange equipment to avoid tripping, especially at night.
- Oxygen can be drying. You may use saline nasal spray or apply water-based lubricant like K-Y Jelly to the nasal membranes.
- Notify your local fire department and power company that you have oxygen in your home.
- Always be aware of the amount of oxygen left in your tank.
- Oxygen tanks should be stored upright in an oxygen holder. When no holder is available, oxygen tanks must be placed on their side.

THINGS NOT TO DO

- Do not smoke while using oxygen.
- Do not permit smoking in the room with oxygen.
- Do not place oxygen within 10 feet of heat (open flame, candle, gas stove, gas dryer, pilot light, wood-burning stove or direct sunlight).
- Do not place oxygen supply within 10 feet of an electrical appliance or equipment.
- Do not spray aerosol (such as air freshener or hair spray) near oxygen.
- Do not apply petroleum-based jelly like Vaseline® to your nose and lips. Petroleum-based jelly can serve as a fuel if ignited.
- Do not prop or lean oxygen tanks up against the wall.
- Do not change the oxygen flow rate without first talking to your doctor.

Optimal inhaler technique

Optimal inhaler technique increases medicine effect and can help you better manage COPD.

- Inhaler delivery devices fall into three categories:
 - **Metered-dose inhalers (MDI)**
 - **Soft mist inhalers (SMI)**
 - **Dry powder inhalers (DPI)**
- The optimal inhaler technique differs depending on what inhaler you are using



METERED-DOSE INHALER WITH CHAMBER



METERED-DOSE INHALER WITHOUT CHAMBER

METERED-DOSE INHALER



HOW TO USE YOUR METERED-DOSE INHALER

1. Wash your hands.
2. Remove the mouthpiece cover.
3. Look into the mouthpiece to make sure it is clean.
4. Shake the inhaler vigorously.
5. To open your airway, sit or stand straight up. Also, look up where the ceiling and the wall meet.
6. Exhale fully.
7. Place the inhaler into your mouth.
8. Press down on the metal canister one time while inhaling slowly and deeply.
9. Hold your breath for 10 seconds if possible.
10. Slowly breathe out through pursed lips.
11. Wait one minute to allow the medicine to work.
12. Repeat steps 3-10 for the second puff.
13. Replace the cap onto the mouthpiece.
14. Clean the inhaler as per the instructions that came with the device.

SOFT MIST INHALER

HOW TO USE YOUR
SOFT MIST INHALER

1. Wash your hands.
2. Hold the inhaler upright.
3. Turn the clear base of the inhaler in the direction of the arrows until it clicks.
4. Fully open the transparent cap.
5. Face forward with chin slightly up.
6. Exhale gently through pursed lips.
7. Put the inhaler mouthpiece in your mouth then close lips to form a good seal (do not block air vents, gray dose release button should be facing the ceiling or sky).
8. Press the gray dose release button one time while inhaling slowly and deeply.
9. Hold your breath for 10 seconds if possible.
10. Exhale gently away from the inhaler.
11. Wait 30-60 seconds before the next dose (repeat steps 1-9).
12. At least once a week, clean the mouthpiece, including the metal part inside the mouthpiece, with a damp cloth or tissue. The outside of the SMI can be cleaned with a damp cloth as well, if needed.

DRY POWDER INHALERS



HOW TO USE YOUR DRY POWDER INHALER

1. Wash your hands.
2. Load the dose of medication as per the instructions that came with the device.
3. Face forward with chin slightly up.
4. Exhale gently through pursed lips.
5. Put the mouthpiece between your lips to form a good seal.
6. Breathe in quickly and deeply.
7. Hold your breath for 10 seconds, if possible.
8. Exhale gently away from the inhaler.
9. Clean the inhaler as per the instructions that came with the device.

Breathing tools

Posture

Leaning forward makes breathing easier. Sit at a forward angle with your elbows resting on your knees or a table.

Pursed-lip breathing

Pursed-lip breathing helps you get trapped, stale air out of your lungs and allow fresh air into your lungs.

Use it during exercise and when you feel short of breath.

1. **Inhale** slowly through nose.
2. **Exhale** slowly and gently for 4-6 seconds, while you “pucker” your lips (like blowing out a candle).

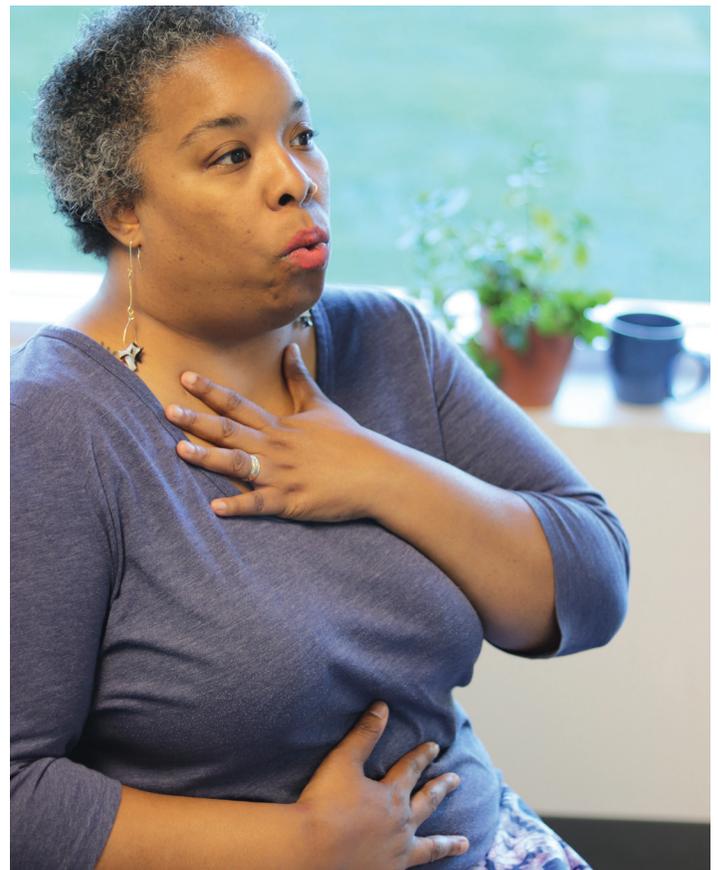


Belly breathing

Belly breathing helps the diaphragm move. The diaphragm is the large breathing muscle under your lungs.

Use it during exercise and when you feel short of breath.

1. **Inhale.** Sit comfortably in a chair. Place one hand on your stomach and one hand on your chest. Breathe air in through your nose slowly. Feel your stomach grow larger.
2. **Exhale.** Breathe out slowly through pursed lips. Feel your stomach muscles tighten.
3. **Continue belly breathing.** Belly breathe until you feel calmer and less short of breath.



Activity

Staying active and safe

Exercise is very important when you have COPD. This may include chair exercises, walking or using a stationary bike.

Exercise will:

- Help with shortness of breath
- Increase your energy
- Make you feel less tired

QUICK TIP

Before starting an exercise program, your COPD symptoms should be under control.

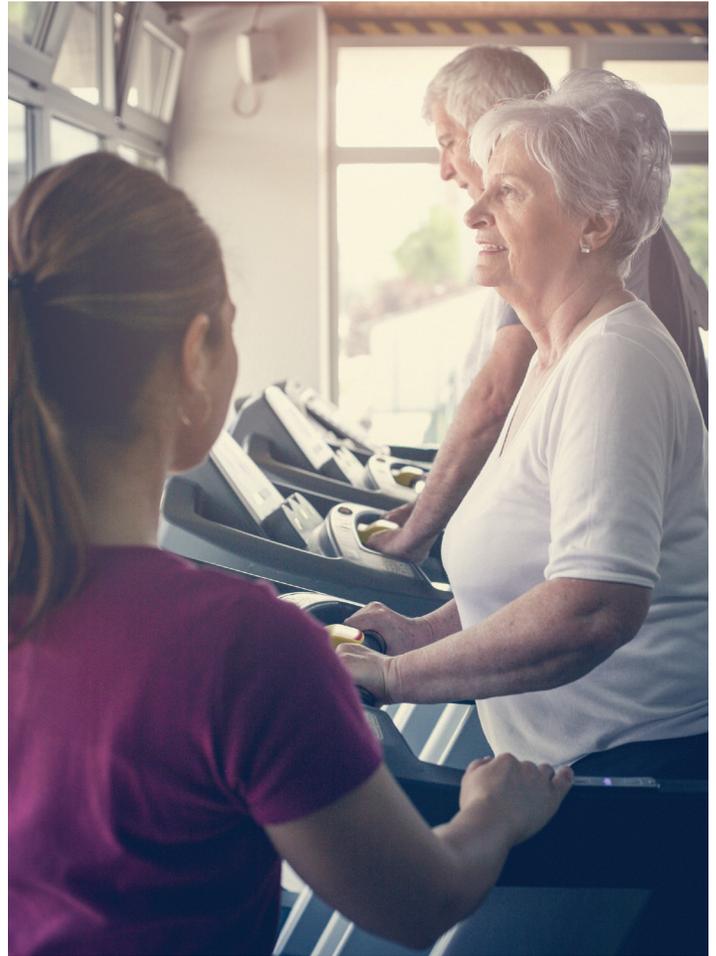
It is important to start slowly when you are not used to exercise.

A physical therapist can help you begin your exercise program. They will teach you ways to safely exercise such as:

- Using pursed lip breathing to control shortness of breath
- Pacing yourself and stopping to rest when needed

QUICK TIP

Your doctor may tell you to use a rescue inhaler before exercise.



Energy conservation tips

Walking:

- Walk at a slow, comfortable pace.
- Have chairs placed throughout your home to allow rest stops.
- Use a rolling cart to transport items.
- Consider using a walking aid (e.g., wheeled walker).

Bathing:

- Use a bath stool or bench during bathing.
- Use a handheld shower head.
- Use long-handled sponges or brushes.
- Consider sponge bathing.
- Use a terrycloth robe to help dry off after bathing.

Dressing:

- Use slip on shoes that cover the heel.
- Use shoes with elastic laces.
- Use dressing aids (sock aid, shoe horn, dressing stick, reacher, etc.).
- Put underwear inside pants or skirt, and pull them on together.
- Dress seated instead of standing.
- Avoid clothes that are tight, or have many buttons, etc.



Grooming:

- Perform grooming tasks seated.
- Select easy hair styles.
- Let hair air dry, or use hair dryer cap instead of a hair dryer.

Toileting:

- Avoid waiting to toilet, which might cause rushing and anxiety.
- Consider using a bedside commode.



Planning your day

Planning ahead and getting organized will help you to feel better and maintain your energy throughout the day. Consider organizing your day by alternating easy activities with more demanding ones.

When possible:

- Organize “work centers” so all necessary items are together.
- Simplify tasks as much as possible (e.g., prepare light meals).
- Prepare for activities by resting and performing breathing exercises.
- Complete tasks using larger muscle groups (e.g. legs vs. arms).
- Use both hands to complete tasks (e.g. lifting or pushing).
- Keep room temperature comfortable.
- Ask for help when you need it.

Is sex safe when I have COPD?

Yes. Just like exercise, planning ahead can help you feel your best. Start by scheduling sex for the time of day that you have the most energy. If prescribed, use your rescue inhaler 15-30 minutes before sex. It also helps to cough and clear the mucus from your lungs before sex. These tips may also help:

- If you use oxygen during exercise, use it during sex.
- Try positions that require less effort. Lying on your back or side may be easier.
- Use your “pursed lip” and “belly breathing” exercises during sex.

Be sure to take a break during sex if you get out of breath or feel too tired.

What if I don't have enough energy for sex?

If you are too tired for intercourse, talk with your partner about other ways to stay close. For example, kissing, holding hands and giving or receiving back rubs can keep you connected.

Nutrition

It is important to eat a healthy diet. If you are underweight and do not eat enough, you will have less energy. If you are overweight, it will be harder to be active and you may have more shortness of breath. Your nurse or a dietitian can help you review your own diet, help you read food labels, and give you lists of healthy foods. Fruits and vegetables and protein foods such as meat, fish, eggs, and milk are good for you.



There are certain things that make it easier for you to eat when you have COPD.

Check off the things you think you can do:

- Eat a balanced diet with enough calories.
- Ask your doctor or nurse before taking supplements.
- Drink enough fluids—this helps keep your mucus loose.
- Eat smaller meals more often.
- Avoid foods that give you gas—they make your stomach fuller. This may increase shortness of breath.
- Include fiber in your diet to decrease constipation.
- Eat slowly and talk less while you eat.
- Sit in a chair that allows for good posture while you eat.
- Avoid activity or exercise for one hour after eating.



Action plan

How do I feel today?

	 <p>GREEN ZONE You are in control.</p>	 <p>YELLOW ZONE Take action today.</p> <p>Call doctor: _____</p> <p>Follow “what I should do” on next page.</p>	 <p>RED ZONE Take action now.</p> <p>Call 911 or go to the nearest emergency room.</p> <p>Follow “what I should do” on next page.</p>
How is my breathing?	My breathing is ok. My oxygen saturation is normal.	It’s harder to breathe than usual. My oxygen saturation is lower than normal. I have more wheezing than normal.	My breathing is bad, even at rest. My oxygen saturation remains low. I have constant wheezing.
How is my cough?	My cough and mucus are normal.	I have more coughing, and/or mucus than usual. I see a change in mucus color.	I’m coughing up blood.
Is my medicine working?	My COPD medicines are working.	I need to use my COPD rescue medicine more often than normal.	My COPD medicines are not working.
How is my appetite and sleep?	My appetite and sleep are normal.	I’m not eating or sleeping well.	I’m not sleeping or eating at all.
How is my energy?	I am able to do my usual activities.	I have less energy than normal.	I have no energy.
Other		I have a fever.	I feel confused or drowsy.

What I should do

 <p>GREEN ZONE</p>	 <p>YELLOW ZONE</p>	 <p>RED ZONE</p>
<p>Continue your usual routines</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Use your rescue inhaler or nebulizer medicine as directed. <input type="checkbox"/> Use your oxygen. <input type="checkbox"/> Use pursed lip breathing and belly breathing when you are short of breath. This will help you stay calm and help you catch your breath. <input type="checkbox"/> Rest and avoid heavy activity. <input type="checkbox"/> _____ 	<ul style="list-style-type: none"> <input type="checkbox"/> Use your rescue inhaler or nebulizer medicine as directed. <input type="checkbox"/> Use your oxygen. <input type="checkbox"/> Use pursed lip breathing and belly breathing when you are short of breath. This will help you stay calm and help you catch your breath. <input type="checkbox"/> Rest and avoid heavy activity. <input type="checkbox"/> _____

My goals

I would like to work on these areas to manage my COPD:

<input type="checkbox"/> Taking my medicine	<input type="checkbox"/> Eating healthy	<input type="checkbox"/> Other:
<input type="checkbox"/> Getting regular exercise	<input type="checkbox"/> Stopping smoking	

My goal for the next month is: _____

Possible problems in meeting my goal: _____

Things that would help me meet my goal: _____

My confidence in being able to meet my goal (circle one):

0 1 2 3 4 5 6 7 8 9 10

Not Confident Very Confident

Main Line Health resources

Your doctor may recommend other Main Line Health programs to help you manage your COPD.

Better Breathers Club

The Better Breathers Club is a welcoming support group for patients and caregivers affected by chronic lung diseases such as COPD, pulmonary fibrosis and lung cancer.

To learn more, call:

484.337.3358

Home care

Our home health nurses and therapists have advanced training to help you manage your COPD. Our team will focus on your goals of care and create a plan that keeps you healthy. We also offer:

- Tips on using your medicine safely
- Help with getting the most from your medicine
- Help with using oxygen safely in your home
- Customized pulmonary rehab program
- Tips that help you avoid hospital trips

Our home health team sees patients in Lower Bucks, Delaware, Chester, Montgomery and Philadelphia counties. If you live in other areas we can find a home care agency in your neighborhood.

To learn more about Main Line Health HomeCare & Hospice services, call:

484.580.1601

Nutritional counseling

Registered dietitians work with you and your doctor to create nutrition plans based on your health condition and lifestyle.

To learn more about nutritional counseling programs at Main Line Health, call:

1.866.CALL.MLH

Outpatient pulmonary rehabilitation

After home care is done, you may qualify for additional therapy called outpatient pulmonary rehabilitation. This program includes exercise and education that help improve quality of life and prevent unnecessary trips to the hospital.

To learn more about pulmonary rehabilitation programs at Main Line Health, call:

Lankenau Medical Center

484.476.2104

Bryn Mawr Hospital

484.337.3343

Paoli Hospital

484.565.1620

Riddle Hospital

484.227.3120

Main Line Health resources (continued)

Pulmonary Diagnostic and Wellness Centers

At the Pulmonary Diagnostic and Wellness Centers, we provide comprehensive care for patients with respiratory disorders and chronic lung disease. These teams perform routine pulmonary function testing (PFTs), walking tests (to determine the need for supplemental oxygen and how much), high altitude testing, cardiopulmonary exercise testing, and more.

To learn more about the centers, call:

Lankenau Medical Center

484.476.2104

Bryn Mawr Hospital

484.337.3343

Paoli Hospital

484.565.1620

Riddle Hospital

484.227.3120

SmokeFREE program

This is a free, state-approved program consisting of six sessions designed to help smokers quit. The program addresses the physical and psychological habit of smoking.

To register for any SmokeFREE class, call:

484.227.FREE

Additional resources

National programs are also available.

Air Now

Air quality can be an irritant to your lungs. We advise that you check the air quality in your area and plan your days accordingly.

airnow.gov

American Lung Association

The American Lung Association HelpLine has registered nurses, respiratory therapists and certified tobacco treatment specialists who can help. You can speak directly with an expert who can answer questions about your lung disease or about quitting smoking. This compassionate counseling is free, and there is no limit to the number or length of calls.

1.800.LUNGUSA

lung.org

COPD Foundation/ COPD360social

1.866.316.COPD (2673)

copdfoundation.org

Join the largest free online network of patients, caregivers and supporters of those affected by COPD.

COPD360social.org

PA Free Quitline

This is a free program that provides coaching over the phone to help you quit smoking.

1.800.QUIT.NOW



Main Line Health[®]

Well ahead.[®]

mainlinehealth.org | 1.866.CALL.MLH