[](https://portal.intrahealth.org/Departments/Communications/Image%20Library/IntraHealth%20logo/IntraHealth%20Logo%20for%20Documents%20in%20Word%20and%20PPT.jpg)  
  
  
  
**Annex H: Filling and Sealing the Pratt Pouch: Learning Guide**

Participant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Workshop Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Rate the performance of each step or task observed using the following rating scale:   1. **Proficiently Performed:** Step or task efficiently and precisely performed in the proper sequence 2. **Competently Performed**: Step or task performed correctly in proper sequence but additional practice needed to perform efficiently 3. **Needs Improvement:** Step or task performed incorrectly, out of sequence or is omitted |

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| **Part 1: Assemble All supplies** | **Pouch 1** | **Pouch 2** | **Pouch 3** |
| 1. Assemble equipment and supplies:   * 3 ml syringe * Syringe tip * Bottle of ARV/Tween/water * Tissues * Pratt Pouches * Heat sealer * Pen * MOH label * Contents label * Squeeze device * Scale * Pouch storage bag * Mother’s instruction guide * Pharmacy identification card * Pharmacy register |  |  |  |
| **Part 2: Filling the syringe** | **Pouch 1** | **Pouch 2** | **Pouch 3** |
| 2.1. Remove syringe from packaging. |  |  |  |
| 2.2. Using syringe without a tip, draw medication from bottle into syringe. |  |  |  |
| 2.3. Look closely at the medication in syringe to check for air bubbles. If bubbles   are present, carefully expel medication back into bottle and fill syringe again.  Repeat until no air bubbles are seen in syringe. |  |  |  |
| 2.4. With a clean dry tissue, wipe excess medication off needle hub. |  |  |  |
| 2.5. Push syringe tip onto needle hub of syringe. |  |  |  |
| 2.6. Plunge medication from syringe back into bottle. |  |  |  |
| 2.7. Using syringe with tip in place, draw 2.2 ml of medication from bottle into syringe. |  |  |  |
| 2.8. With a clean dry tissue, wipe excess medication off syringe tip. |  |  |  |
| **PART 3: FILLING THE PRATT POUCH** | **Pouch 1** | **Pouch 2** | **Pouch 3** |
| 3.1. Fill syringe with 2.2 ml of medication according to instructions in Part 2. |  |  |  |
| 3.2. Open pouch by sliding syringe tip into open end. |  |  |  |
| 3.3. Gently slide syringe all the way to bottom of pouch. |  |  |  |
| 3.4. Dispense medication into bottom of pouch by pushing plunger all the way down while slowly withdrawing syringe from pouch. |  |  |  |
| 3.5. Slowly remove syringe from pouch. Avoid getting medication on the sides of pouch. |  |  |  |
| **PART 4: SEALING THE PRATT POUCH** | **Pouch 1** | **Pouch 2** | **Pouch 3** |
| 4.1. Fill pouch with medication according to instructions in Part 3. |  |  |  |
| 4.2. Plug in heat sealer; turn timer knob to maximum setting. |  |  |  |
| 4.3. Bend open end of filled pouch to help close the opening. |  |  |  |
| 4.4. Place pouch on heating element of sealer and hold in place.   Sealer should be touching pouch close to open end. |  |  |  |
| 4.5. Press handle of sealer all the way down onto pouch and hold in place. |  |  |  |
| 4.6. Hold sealer handle down until red indicator light turns off and click is heard. |  |  |  |
| 4.7. Remove pouch from sealer. |  |  |  |
| 4.8. Test seal by sliding thumb and forefinger firmly up the pouch toward sealed   end. |  |  |  |
| 4.9. Write necessary information on large label:  Pre-printed labels will have name of medication/dosage/expiration date/batch number. |  |  |  |
| 4.10. Affix one label to each side of pouch, placing them below tearing notches  so they do not interfere with opening pouch. |  |  |  |
| 4.10. Place filled, sealed and labelled pouchesin pharmacy bags |  |  |  |
| **PART 5A: TESTING THE SEALED PRATT POUCH: *BURST TEST*** | **Pouch 1** | **Pouch 2** | **Pouch 3** |
| 5.1. Fold over bottom edge of pouch at the tearing notches. Crease fold so pouch stays folded. |  |  |  |
| 5.2. Slide bottom of pouch with the fold (double thickness) into slot on squeeze device. |  |  |  |
| 5.3. While holding the pouch tightly against the squeeze device, slowly rotate the squeeze device. |  |  |  |
| 5.4. Continue rotating the squeeze device until it is fully compressing the contents. |  |  |  |
| 5.5. Hold squeeze device in the fully-compressed position for 5 seconds. |  |  |  |
| 5.6. Observe any medication that becomes visible during step 5.5. If any medication is seen, the seal has been broken and the pouch has  failed the test. If no medication is seen, the pouch has passed the test. |  |  |  |
| **PART 5B: TESTING THE SEALED PRATT POUCH: *WEIGHT TEST*** | **Pouch 1** | **Pouch 2** | **Pouch 3** |
| 5.7. Place the filled and sealed pouch on the scale. |  |  |  |
| 5.8. If the pouch weighs between 2.79 – 3.01 grams, it contains the correct amount of medication (water) at 2.2 ml. If the pouch weighs less or more than this, it was not filled correctly and has failed the test. |  |  |  |
| **PART 6: PACKAGING AND TRACKING THE SEALED PRATT POUCH** | **Pouch 1** | **Pouch 2** | **Pouch 3** |
| 6.1. Place 7 filled and sealed pouches in one storage bag. |  |  |  |
| 6.2. Place the woman’s instruction guide and the pharmacy identification card in the bag and attach a second bag for the woman to put her used pouches. |  |  |  |
| 6.3. Note the number on the package and log it in the register. Also include in the register the date the package leaves pharmacy. |  |  |  |