
POLICY ON HUMAN MILK BANKING

POLICY NO: NSO- 018

DIVISION: Nursing Service

SECTION: Obstetric and Gynecology Unit

POLICY REVIEWED DATE: July 12, 2016

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OBJECTIVES: To describe the steps to follow when assisting mothers in collecting, storing, transporting and thawing of human breast milk.

POLICY : It is the policy of our Institution that the human breast milk shall be handled and administered according to a safe and standardized process.

PROCEDURE:

A. Exposure of human milk in the hospital.

1. Human milk is expressed using a hospital-grade electric breast pump.
2. Mothers should be provided with pumping kits suitable for double breast pumping. Each mother will be instructed in the correct use of the pump; including how to clean the pumping kit between uses.
3. Mothers will be provided with single use, clean milk storage containers by unit staff.
4. Mothers will receive instructions on correct hygiene (hand washing and care of nipples and breast) while pumping. Mothers should be discouraged from using any nipple treatments (creams and ointments) that may affect milk quality and or be harmful to the infant. Mothers may be instructed to use their own milk as a lubricant.
5. The Unit Manager, Area Staff are responsible for the routine cleaning and disinfecting of a hospital-owned breast pumps. Pumps should be cleaned each day following the

manufacturer's instructions for use of cleaning products. Users should be reminded to wash their hands before and after using the breast pump.

B. STORAGE

1. Our hospital's patient care staff should follow Standard Precautions when handling expressed milk.
2. Human milk may be stored on the hospital's designated refrigerator unit/freezer for that purpose only. It should never be stored with employee foods/medications.
3. Human milk should be stored in hard plastic containers intended for single use should not be larger than 8-ounces volume.
4. Each container must be labeled with patient's name, medical record number, date and time expressed; date and time thawed and any additives. If frozen in a general freezer: expiration is in 3 months; if frozen in a deep freezer; expiration is in 6 months.
5. Milk intended for use within 24-48 hour period should be refrigerated. Any other milk should be placed in the freezer for longer storage. Milk stored at 4 C (40 F) in a refrigerator is good for 48 hours.
6. Human milk containing any supplements or additives can be refrigerated for 24 hours.
7. Human milk that has been refrigerated up to 24 hours can be frozen; milk refrigerated >24 hours cannot be frozen.
8. Human milk that has been thawed or partially thawed cannot be frozen and must be used within 24 hours.
9. Human milk containing supplements or additives cannot be frozen.
10. Daily monitoring of expressed milk's expiration dates must be checked. Expired milk must be discarded immediately.

C. TRANSPORTATION

1. An insulated container with freezer gel pack should be used to transport fresh or frozen breast milk.

D. THAWING

1. Patient care staff should use Standard Precautions when handling breast milk.
2. Verify and identify of human milk by matching before breast milk is administered to a patient, 2-unique patient identifiers (patient's name and medical record number or date of birth) on the patient's identification bracelet with the same information on the human milk label. Checking can be done by 2 Registered Nurses and patient's parent.
(1) Check expiration date; use the oldest milk first according to expiration date.
3. There are two acceptable methods for thawing and/or warming human milk.
 - a) Warm water basin:
 - 1) Fill a basin belonging to the patient with lukewarm water, not hot or boiling water. Do not use a "common basin" to warm milk for multiple patients. DO NOT thaw breast milk at room temperature, in the refrigerator, or in the microwave. If not fed to patient, breast milk is refrigerated after thawing.

- 2) Place the milk container(s) in the basin; making sure the water level does not touch the lid of the container(s). The milk container may be placed in a vinyl glove or plastic bag to protect the label from getting wet.
- 3))Keep the basin on a counter or stable surface while thawing the milk; do not place the basin in the sink. Do not thaw milk under running water in a sink

Temperature approved breast milk warmer can be used instead of the previous thawing procedure.

b) Human Milk Warmer:

(1)See Manufacturers Guidelines for Usage.

4. Swirl the milk container(s) periodically to distribute the milk components.
5. Instruct parents/family members in the correct procedure for thawing breast milk for use in the hospital and at home.
6. Milk should not be warmed beyond 122°F. to prevent destruction of enzymes and natural immune factors present in the milk.
7. Only RN's may add supplements/additives to human breast milk.
8. If the volume of milk to be fortified is > 60 ml, mix in a plastic container. If the volume is < 60 ml, use a nursette. Label container with the Connecticut Children's human milk label with the patient name, Medical record number, date/time milk was thawed, date/time prepared, contents/list of supplements added and expiration based on whether the milk was fresh or frozen.
9. Place any unused thawed breast milk in the refrigerator labeled with patient Identification label, (as above) and the date/time thawed. Use within 24 hours.

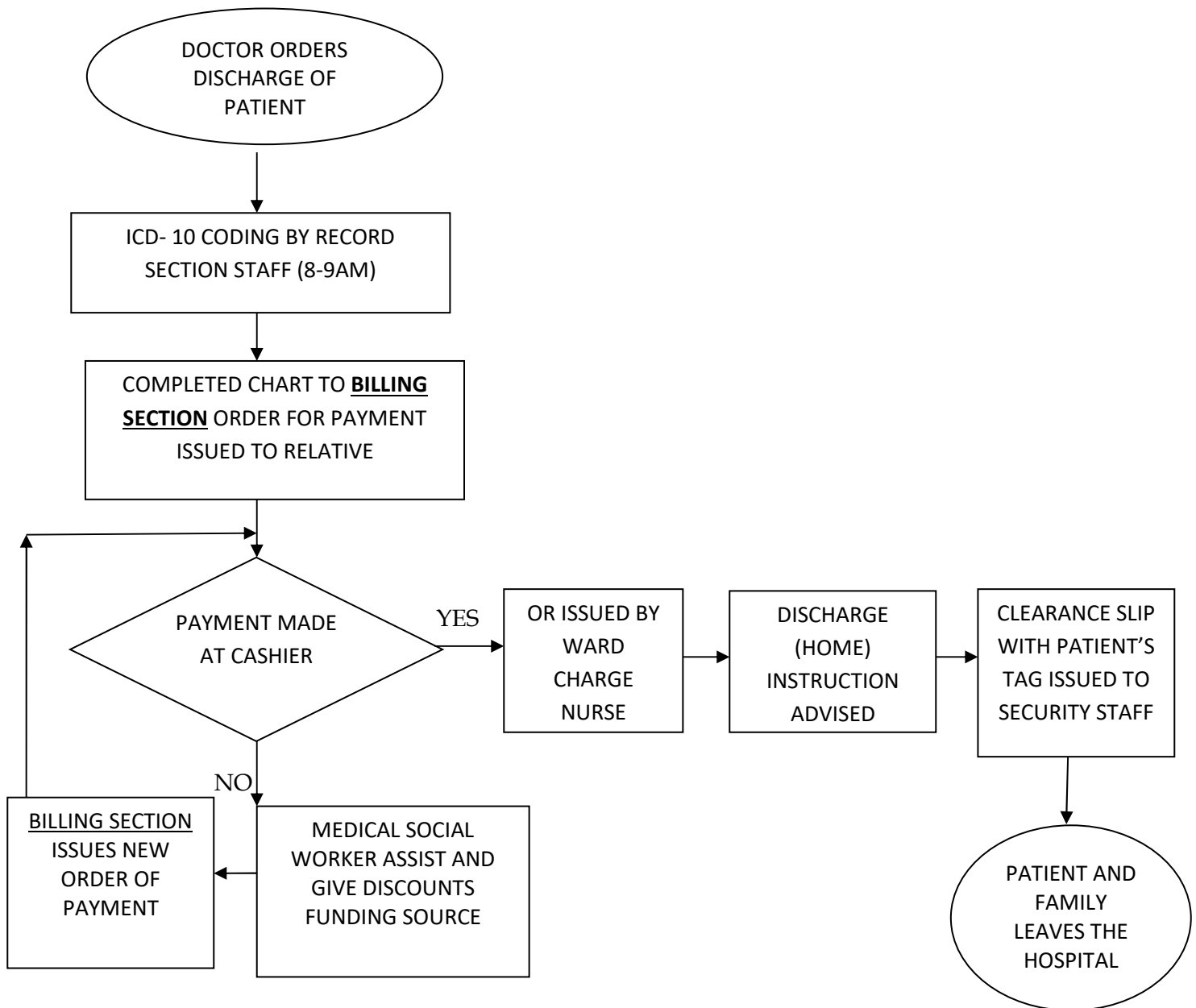
E. DOCUMENTATION:

- 1) Record medication additives in the medication administration record
- 2) Record nutritional additives/supplements on the flow sheet with the description of the feeding.

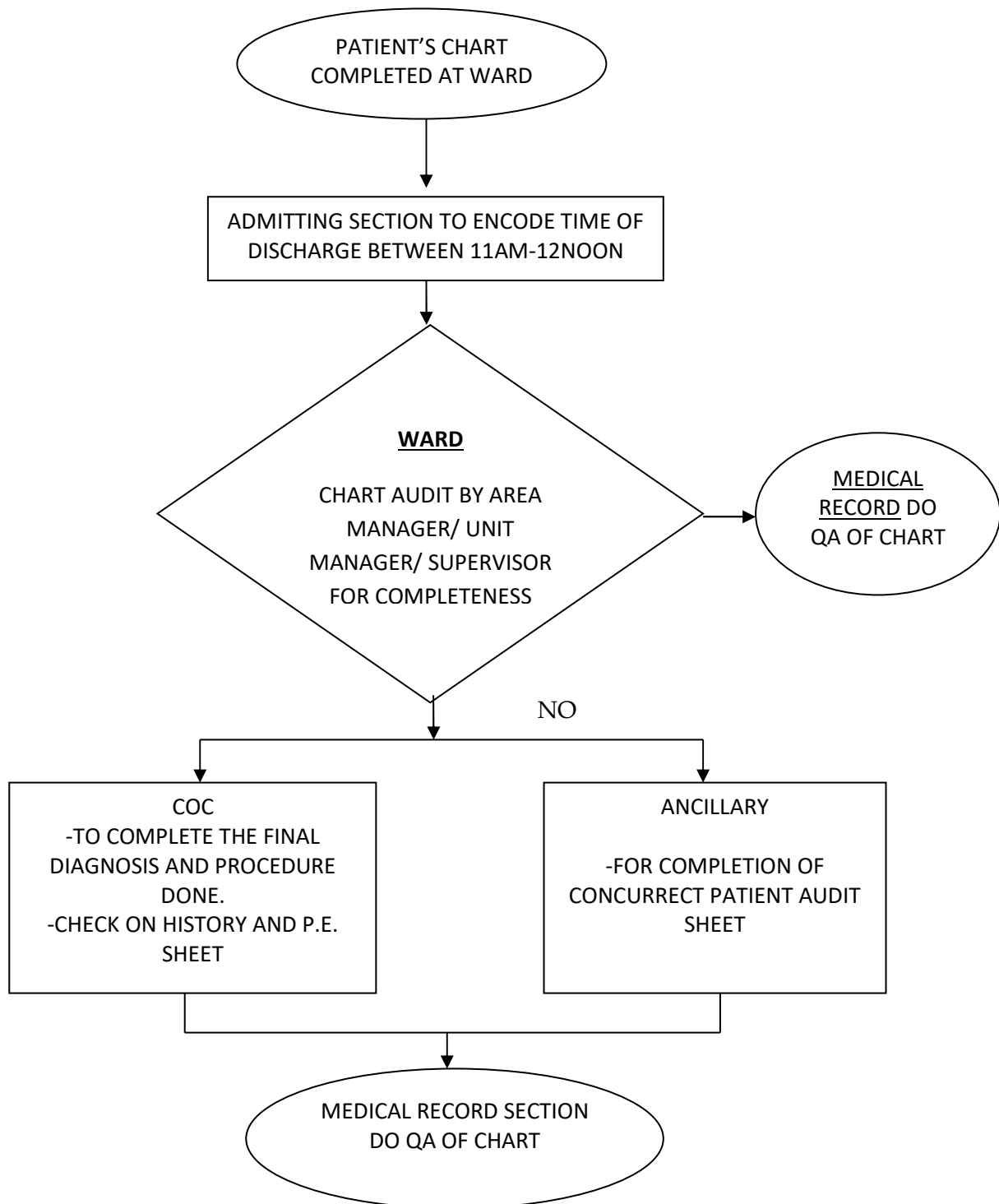
APPENDIX:

Flow Chart for Discharge of Admitted Patients
 Flow Chart of Record of Discharged Patient
 Flow Chart of Admission to NICU
 Ob/Gyne Unit Discharge Flow Chart
 Discharged Patients Record Flow Chart

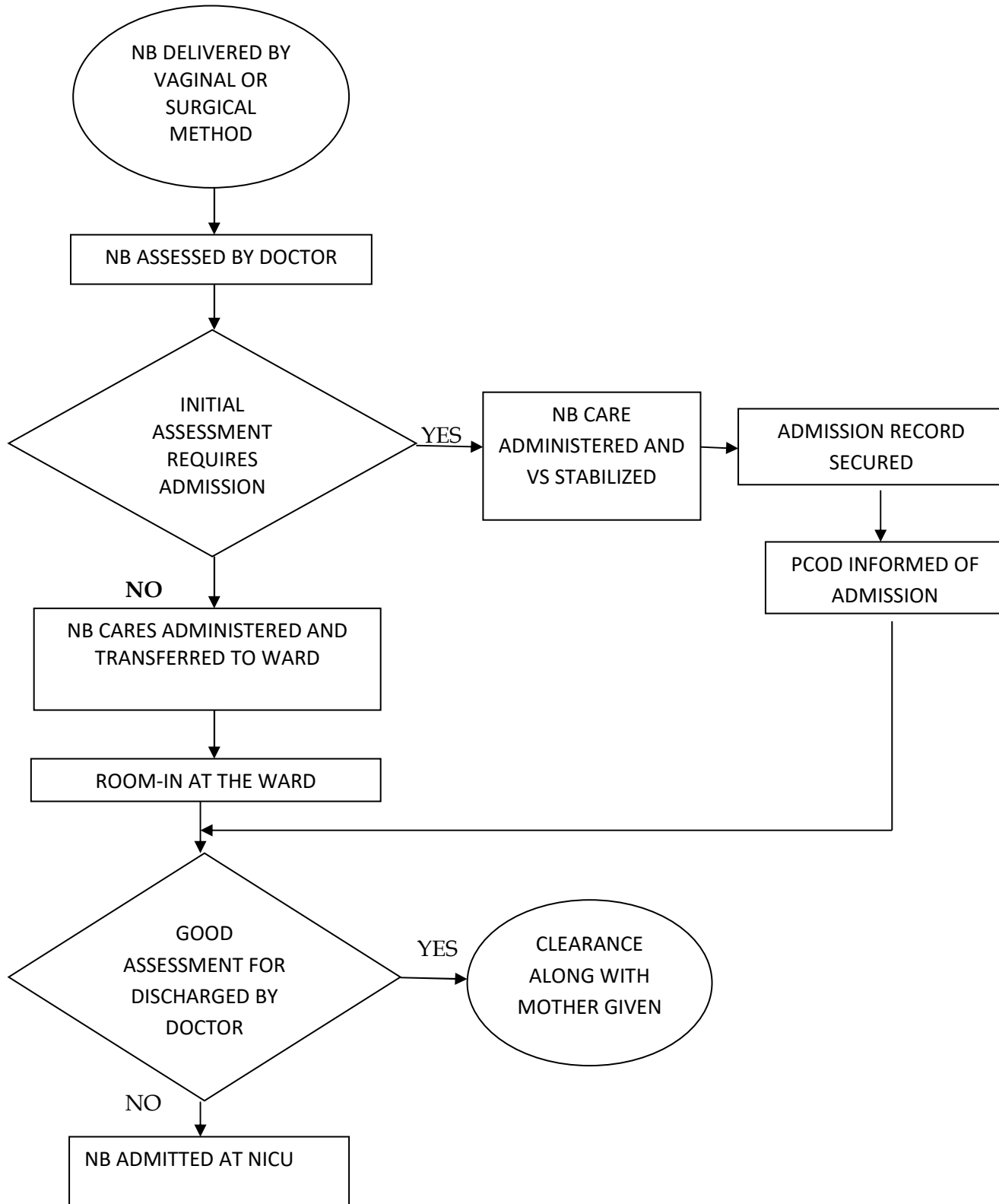
FLOWCHART FOR DISCHARGE OF ADMITTED PATIENTS



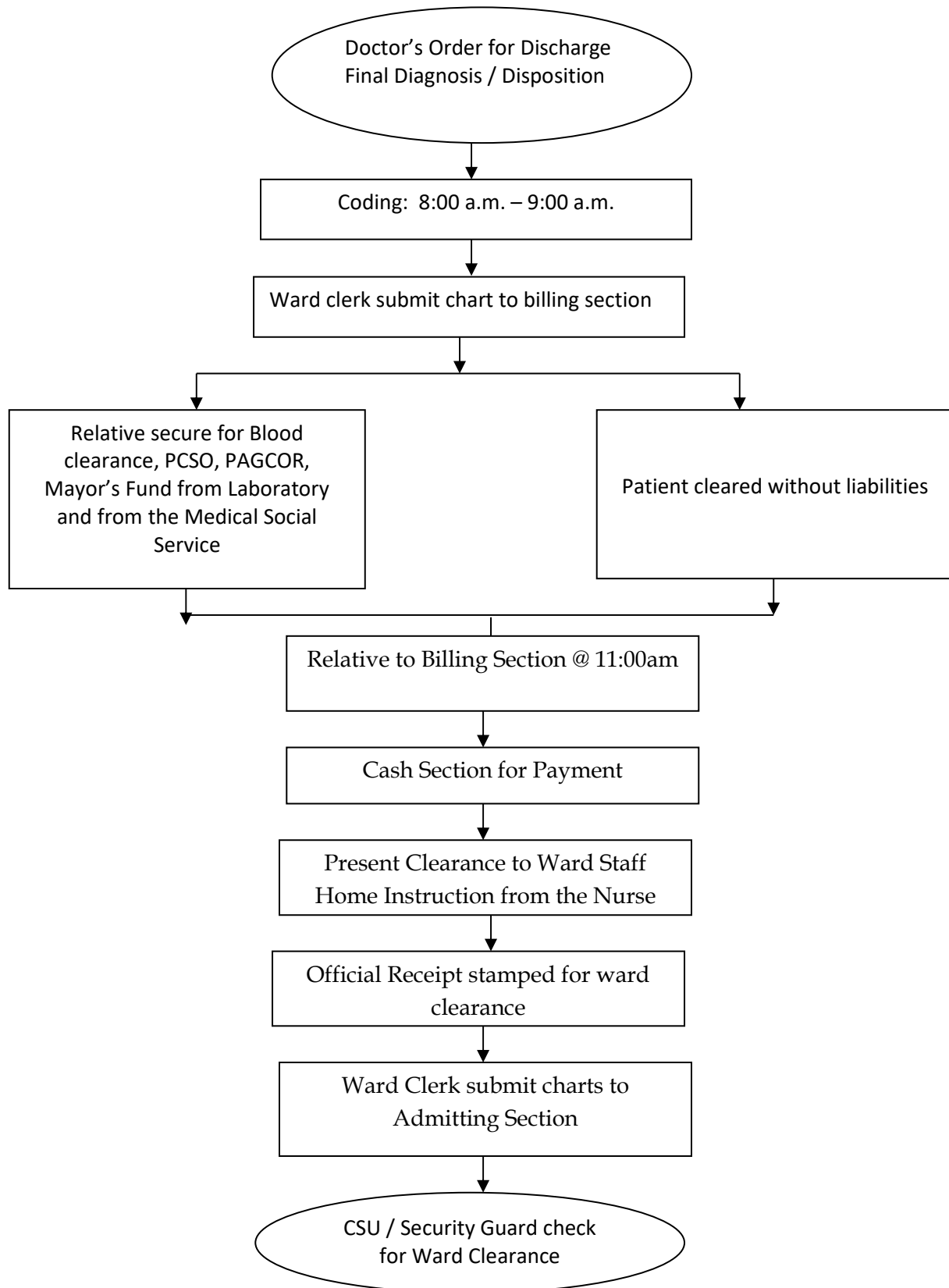
FLOWCHART OF RECORD OF DISCHARGED PATIENT



FLOWCHART OF ADMISSION TO NICU



OB/GYNE WARD DISCHARGE FLOW CHART



DISCHARGED PATIENT'S RECORD FLOW CHART

