

Collection of EBM with Home Labels

Scenario

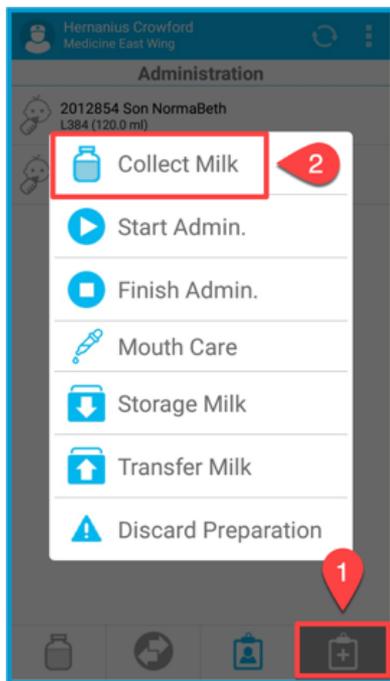
Mother has expressed milk into bottle. She has applied a pre-printed label and has written the date and time of expression in the spaces provided. Mother provides the home labelled EBM to staff.

You have logged into a handheld device.

Instruction

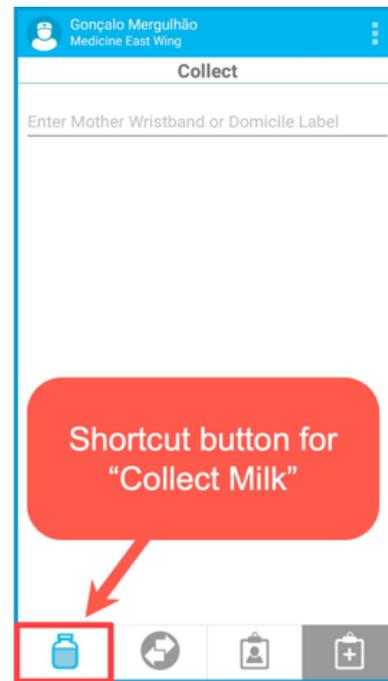
Begin collection on handheld by either method listed below.

Method 1:

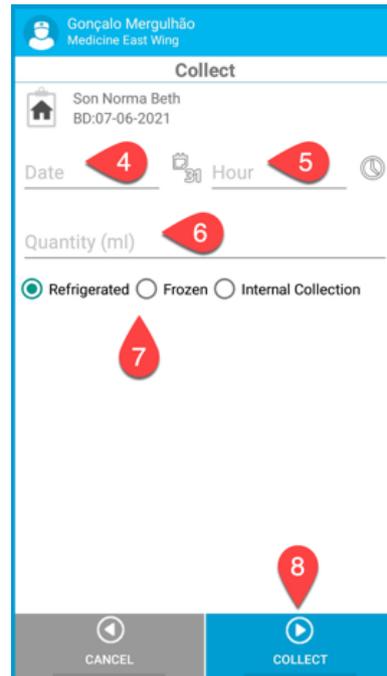
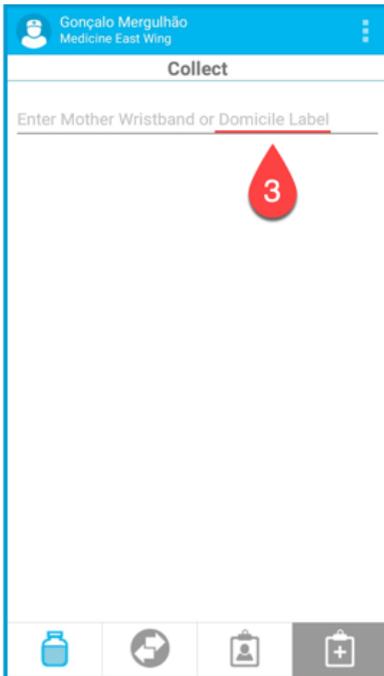


1. Open the options menu.
2. Select **Collect Milk**.

Method 2:



Or: Select **first icon** from the bottom bar.



3. Scan barcode on the Home Label that is affixed to EBM.

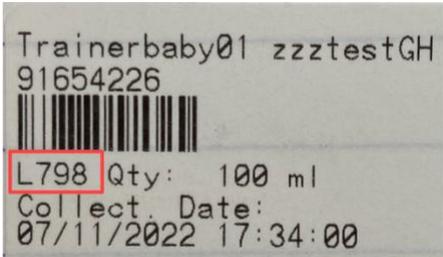
4. Press on date field. Input **date** from home label.
5. Press on time field. Input **time** from home label.
6. Input **quantity** of milk received. Do not click on blue tick.
7. Select state milk is in upon receipt. Note: internal collection refers to milk expressed during hospital visit.
8. Press **Collect** to commit process.
9. New screen (not shown here) displays printers. Select the printer you wish to print from. **A batch identification label will print.** Affix new label to EBM.
10. After server receives data, it will then send a confirmation message saying "Data sent". Press **OK**. If you did not receive this message, then the server did not receive data and you will need to perform **Collect Milk** again.



"Collect Milk" places the EBM into transport window. You now have 4 hours to either store or start administration of this batch of EBM before it expires.

Further information:

New label:



- Line 1: Baby's first name and surname.
- Line 2: Baby's MRN.
- Line 3: Barcode encoding information pertaining to baby.
- Line 4: Batch number (shown encased in red box) followed by quantity.
- Line 5/6: Collection date (day/month/year) and time according to what was written on home label. To be clear, this is the date and time that mother expressed breastmilk.

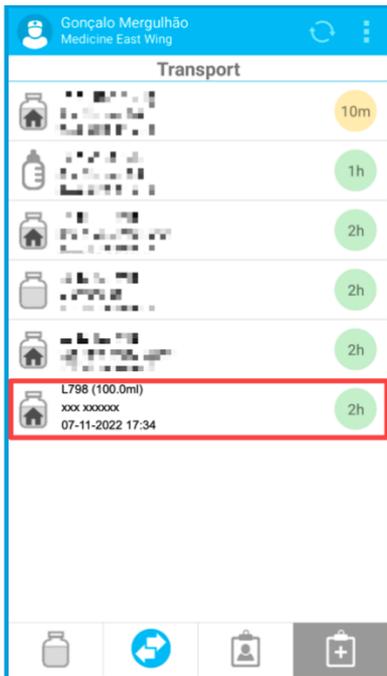
Collection puts EBM into "transport" so it will display in the transport window.

i What is transport?

Any time EBM is not in storage or being administered, it is said to be in "transport". EBM is allowed to be in transport for 4 hours, after which time the EBM will expire and become unusable.

Collection and preparation will automatically put EBM into "transport"; however, transport is only activated upon removal from a fridge or freezer by using "Transfer Milk" process.

i If you do not "Transfer Milk" when removing from fridge/freezer, the system does not know so the EBM will not be in transport and the 4 hour safety mechanism will not be activated!



L798 has been collected and now appears in transport window. Refer to batch enclosed by red box in image to left:



represents “home label” collection.
Line 1: batch number, quantity collected
Line 2: Baby’s first name and surname.
Line 3: date (day/month/year) and time collected.

The coloured circle on the right indicates quality status. Refer to chart below.

i Status Information

<ul style="list-style-type: none"> ● Valid ● Expiry date approaching ● Expired ● In transit ● Unavailable 	<p>Milk that can be administered</p> <p>Milk that is reaching its expiry date and time. Requires approval when used for administration</p> <p>Expired milk</p> <p>Milk in transit. Milk that has been transferred for administration, or to be stored in a different fridge/freezer</p> <p>Milk not available</p>
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