Decanting: Ordering a Preparation

Scenario 1

A single feed is prepared by decanting required volume from one batch into a fresh bottle and the remainder of the batch is to be stored.

You have accessed MilkTrac application on a PC.

Instruction

1. Select **Orders**. The Orders window will show all babies.

Ma	app" Mol	oile A	pp Platform													B a	con, Lysa WARD		= £	*	
â	MilkTrac Safe feeding of breast milk		Orders																		
	Dashboard		Search:																⊳ New p	reparatio	on
	Baby associations				_																
	Batch correction		to tt	Baby	11 Birth	date .	1 Ward	ţţ	Bed	łt	Prescription	ţţ	Milk type	ţţ	Collected (ml)	11	Stored (ml)	11	Prepared (ni) .	LT .
	Discharge		91654226	Trainerbaby01 zzztestGH	17-10-	2022	RV32						•		200 🕚		85 🚯		60	0	
	Discharge		91654202	Baby05 zzztestGH	17-10-	2022	RV32						-				33 🚺		2	0	
	Orders	<i>→</i>	91654189	BABY04 zzztestGH	17-10-	2022	RV32				-		-				30 🕚				
	Batches		91654211	Baby06 zzztestGH	17-10-	2022	RV32														
	Home labels		91654730	CIVAS ZZZTEST3	20-03-	2020	RV35S0	:BU			-		-								
	Reporte		987654322	BABY2 ZZZTESTB2	04-10-	2022	RV32				-		-								
	Reports	·	90080340	BABY GRAHAM	24-06-	2021	RV33				-		-								
	Management	>	90080344	BABY BAKER	24-06-	2021	RV33				-		-								
3	Configuration		90090065	LUCAS ZZZTESTM	17-10-	2022	RV32						-								
200	Management		90200004	BABY TESTTWELVE	06-09-	2022	RV32						÷								
	Monitoring		90200008	BABY PREGONE	01-06-	2022	RVRDS						÷								
	Management		90200009	Baby TESTFOUR	20-10-	2022	RV33T				÷		÷								
	O		90200011	Baby PREGTEST	20-10-	2022	RVRDS						•								
\bigcirc	Security Management		90200012	Baby PREGTEST	21-10-	2022	RVRDS						-								
~			90200013	Baby ZZZTESTING	24-10-	2022	RVRDS						-								
			Showing from	1 to 15 Total: 39 record:	5												Previous	1	2 3	Nex	ct

- 2. Search for baby by MRN .
- 3. Click anywhere on line to highlight. This activates the New Preparation button.
- 4. Click on New Preparation.

M	арр Мо	bile Ap	p Platforr	m												B Ba	icon, Lysa WARD		≡ Ø		
â	MilkTrac Safe feeding of breast mill		Orders																		
	Dashboard		Search: 9	91654226		2											4		New prep	aration	
	Baby associations		iD []	Baby	łt	Birth date	Lt Wa	rd []	Bed	н	Prescription	Ш	Milk type	lt.	Collected (ml)	łt	Stored (ml)	łt	Prepared (ml)	-li	
	Batch correction		91654226	Trainerbaby01 zzzte	stGH	17-10-2022	RV3	2					-		200 🚺		85 🚺		60 【)	
	Discharge		Showing from	m 1 to 1 Total: 1 reco	rds (filter	ed from 39 to	tal entries)			2								Pre	vious 1	Next	
	Rateboo											_		_		_		_			
	Homo labola																				
	Perente																				
	Reports																				
	Management	,																			



5. Select + Add, the large green button.

Mapp [*] Mobile App	Platform	Sacon, Lysa = C 🎎
A MilkTrac Safe feeding of breast milk	New preparation	
Configuration	BABY NAME Trainerbaby01 zzztestGH	Automatic fragmentation
Monitoring Management	+ Add 😋 Clear list	Preparations Num. Quantity (ml) 1 1.00
Security Management	Type Exp. Batch Quantity (m) II Remain Mouth Delete	✓ Confirm
	There are no records in the table.	
		3 Administration history
		2022- 11-17 Maternal Milk 30 15:44
		 2022- 11-17 15:43 Maternal Milk 10
		2022- 11-17 15:40 Maternal Milk 100
		Stock V
		Expiration date Quantity (mi) Batch
		● ✓ 21/11/2022 15:47 90 L1035.2
		● ✓ 21/11/2022 15:50 30 L989.3

- 6. Select batch that you wish to use.
- 7. Enter quantity you wish to feed to baby.
- 8. Click Add milk.

Ad	d milk									
Ada	pted milk						ß			
Mat	ernal Milk Fortifie	r (FMS) 1,1g/100mL								
Mat	ernal Milk Fortifie	r (FMS) 2,2g/100mL LM (h	alf fortification)							
Milk	adapted									
Mate	ernal milk									
÷	Milk type	👫 Exp. Date 斗	Quantity (ml)	lt	Batch	11	Status	lt	Fridge	1
~	Maternal Milk	22/11/2022 14:09	25		L1001.2		Storage		Fridge W	/arc
~	Maternal Milk	26/11/2022 12:43	10		L1035.1		Storage		Fridge W	/ar
	Quantities	7 10	Quar	itity (i	ml or gr)	<u> </u>	1outh	n care	
	0	MouthCare This preparation wi It can be administe There's no necessit	ill have 24 hours red multiples tim ty in specifying th	to be a es ie adm	administe ninistered	ered d quai	ntity			
L									8	



9. Click on Validate.

New preparation							
BABY NAME Trainerbaby01 z	zzt	estGH		MILK TYPE	1		
+ Add \land Clear list					9	~	Validate
Туре		Exp. Date 🏨	Batch ĴĴ	Quantity (ml) \$	Remain	Mouth care	Delete
		00/11/0000					

- 10. This is the milk you will administer to baby.
- 11. This is the milk you will return to storage.
- 12. Select printer.
- 13. Click on Finish to print labels.

Preparati	ion			G			
ID	Туре		Batch	Exp. Date	Quantity (ml)	Remain	Mouti
1	Maternal Mil	k	L1001.2.1	22/11/2022 14:09	10	×	,
2	Maternal Mil	k	L1001.2.2	22/11/2022 14:09	15	~	,
A	Some of the prepare o	rations have a batch with an e ation	expiration date of less than 48 ho	urs			
A	Some of the prepar Print configura	rations have a batch with an e ation	expiration date of less than 48 ho	urs			
A	Some of the prepare Print configura Label ® Rottle	ations have a batch with an e ation	Printer	urs		2	
A	Some of the prepare Print configura Label (© Bottle	rations have a batch with an e ation O Syringe	Printer ZEBRA_BIQ	urs	- 1	2	



IF LABELS DO NOT PRINT

- 1. Go to Reports
- 2. Select Preparations.
- 3. Apply filters.
- 4. Search for baby by name (not able to search by MRN).
- 5. Click on arrows in "Prepared date" field to rearrange so that most recently ordered preparations are listed first.
- 6. The first two preparations listed match the time and date of preparation that did not print. Not able to print from this window. Record the batch numbers.

â	MilkTrac Safe feeding of breast milk	Prepa	rations		63					
	Dashboard	T Fil	ters					3	Q Apply filters	~
	Baby associations									
	Batch correction	Date	14 11 0000	01 11 0000						
	Discharge		14-11-2022 10	21-11-2022						
	Orders									
	Batches	Search:	train	4				5	Export to	o excel
	Home labels	Mouth	Prepared	Ward	Quantity	Batch	Prepared date	Expiration date	Status after	
1	Reports Expired batches	v Traine	rbaby01 zzztestGH (10)	H	11	11 11		17 11	preparation	IT
2	Preparations >	×	Maternal Milk	RV32	10	L1001.2.1	21-11-2022 22:21	22-11-2022 14:09	To storage	
-	Patients	×	Maternal Milk	RV32	15	L1001.2.2	21-11-2022 22:21	22-11-2022 14:09	To storage	
	Alerts	~	Maternal Milk	RV32	10	L1035.1	21-11-2022 12:43	26-11-2022 12:43	To storage	
	Management >	×	Maternal Milk	RV32	90	L1035.2	21-11-2022 12:43	21-11-2022 15:47	To storage	
.~~	Configuration	×	Maternal Milk	RV32	30	L1033 (10 L1012.1 20 L1022.1)	18-11-2022 14:58	19-11-2022 14:58	To storage	
£Q3	Management	×	Maternal Milk	RV32	90	L1012.2	18-11-2022 14:58	22-11-2022 14:57	To storage	
	Monitoring	×	Maternal Milk	RV32	23	L1030 (3 L1006.2.1.2.1 20 L1006.2.2.1)	18-11-2022 14:00	18-11-2022 14:01	To storage	
	Management	×	Maternal Milk	RV32	15	L1006.2.2.2	18-11-2022 14:00	18-11-2022 14:01	To storage	
\bigcirc	Security Management	×	Maternal Milk	RV32	12	L1026 (10 L1006.1.1 2 L1006.2.1.1)	18-11-2022 13:16	18-11-2022 14:01	To storage	
		×	Maternal Milk	RV32	3	L1006.2.1.2	18-11-2022 13:16	18-11-2022 14:01	To storage	
		Showing fr	rom 1 to 10 Total: 73 rec	ords (filtered from 153 total entries)			Previous	1 2 3 4	5 8	Next

- 7. Go to Batches.
- 8. Specify Patient by MRN.
- 9. Apply filters.
- 10. Search by batch number.
- 11. Click on batch to highlight. This activates Print button.
- 12. Click on Print.
- 13. Repeat steps 8 to 10 to print the other batch label. Remember, you created 2 batches: one label is for the batch to administer and the other label is for the batch to be stored.



Â	MilkTrac Safe feeding of breast milk		Bat	tches												
	Dashboard		T	Filters						_			9	a /	Apply fi	Iters 🗸 🗸
	Baby associations									8						
	Batch correction	Statu	statua		Location			Patient			01 777	Date				
	Discharge		All	All ¥ 91634226 Trainerbaby01222								01222 *		FTT-20. U	0 2	I-11-20.
	Orders		_			_										
7	Batches	→	Searc	ch: L1001	2.1	0	j						12	Export to excel		
-	Home labels			Batch	Baby name	Mother name	Ward			Location		Date	Expiration	Transpor	t	Status
	Reports	>		Ļ,			u						date	Expiration date	1 1	H.
	Management	>	•	L1001.2.1	Trainerbaby01 zzztestGH	Trainer01 zzztestGH	RV32					21-11-2022 22:21	22-11-2022 14:09	22-11-202 02:21	2	In transport
{) ;	Configuration Management		Showi	ing from 1 to	1 Total: 1 records (filtered fro	om 111 total entries)		11						Prev	/ious	1 Next