



Practice Guideline

Guidelines for use of Portable Child/Adult Scale by Public Health Nurses in the Community

Approved by: Population and Public Health

Pages:
1 of 6

Approval Date: July 2024
Updated

Supersedes (if applicable)
Target Review Date:

PURPOSE: To provide guidelines for use and cleaning of portable child/adult scales for Public Health Nurses (PHNs).

SCOPE: For Public Health Nurses working in the Winnipeg Regional Health Authority.

BACKGROUND: Healthcare providers are required to accurately determine the dosage of post-exposure chemoprophylaxis or immunoprophylaxis for communicable disease prevention (including meningitis, measles and rabies) based on an individual's weight, thereby optimizing the effectiveness of the treatment and minimizing the risk of adverse effects (PHAC, 2005). The response is time-limited as there is a treatment window for provision of the chemoprophylaxis (PHAC, 2005; Manitoba Health, 2015, 2019, 2024). Previously, PHNs would direct clients to a community clinic or alternative, if the client did not own a scale themselves and required weight measurement. Issue Paper 7.8 came through Nursing Practice Council (NPC) with a request for each office to have a scale available for use in circumstances where there are barriers to having the client weighed. Following a discussion at NPC, as well as a Clinical Nurse Specialists and Director Health Services, Population Public Health meeting, a Communicable Disease Coordinator and Medical Officer of Health were consulted regarding this issue and it was determined that having one portable child/adult scale per community area office would be beneficial for communicable disease follow-up of clients who experience barriers.

DEFINITIONS:

MB Health: Manitoba Health, Seniors and Long-Term Care

PROCEDURE:

- 1.0 Adult scale to be stored in an area in the office that is secure but accessible to PHNs. Never store anything on top of the scale.
 - 1.1 Scale assigned to weekend services will be kept in weekend storage room.
- 2.0 Prior to use, ensure the scale is in proper working order and clean. Check the accuracy of the scale by using a 5 lb weight
 - 2.1 If the measurement is within 0.1 lbs or 0.05 Kg, it can be used.
 - 2.2 If the measurement falls outside of these margins, ensure the scale is on an even, flat surface, then re-check with the 5 lb weight.
 - 2.3 If measurement remains outside the margins, the scale cannot be used. In this case you may request use of a scale from your community office pairing or quad.



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- 2.4** Arrange for replacement of defective scale with a new one. Dispose of old scale in appropriate manner.
- 3.0** Adult scale to be signed out at time of removal from the office; include PHN name, date of removal, reason for use (see Appendix A).
- 4.0** Scale is not to be left in the trunk of a vehicle or exposed for extended periods of time to extreme temperatures (cold or heat).
- 5.0** Transport scale in appropriate carrying case to avoid damage.
- 6.0** Once at the site of use, place on a clean, hard area on the floor. It must not be used on carpet. Never place the scale on a table or raised surface.
 - 6.1** Step on the scale lightly with one foot and then remove to zero.
 - 6.2** Have client step on the scale until reading is ready (usually about 5 seconds). Ensure client remains as still as possible during weighing.
 - 6.3** Once reading is ready, have client step off the scale and PHN to record the client weight.
 - 6.4** If multiple clients are to be weighed at the same site, use a viricidal wipe to clean the surface of the scale prior to the next person stepping on.
 - 6.5** Zero the scale between clients as well.
 - 6.6** Clean the surface of the scale with viricidal wipes prior returning it to the carrying case and leaving the site.
- 7.0** On return to the office, sign the scale back in on the sign out/in form, clean all surfaces with viricidal wipe and store in usual area. Never store anything on top of the scale.
- 8.0** Document the individual's weight, the calculated medication dosage, and any relevant clinical information in the client chart and/or PHIMS and convey this information to the pharmacy providing the chemoprophylaxis/immunoprophylaxis.
- 9.0** Proceed with chemoprophylactic weight-dosed treatment of the client(s) as determined by the MB Health protocol.
- 10.0** Keep a paper copy of the User Instructions in a protective plastic sleeve where the scale is stored in case the website link changes to a new product (Appendix B).
- 11.0** Calibrate the scale on a yearly basis using the weight that is circulated every year to check the sling scales and document on same form.
 - 11.1** Follow directions in 2.0-2.4.

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REFERENCES

PHAC (2005). Guidelines for the Prevention and Control of Meningococcal Disease. Retrieved from [ARCHIVED - Guidelines for the Prevention and Control of Meningococcal Disease - Canada.ca](#)

Manitoba Health, Seniors and Active Living (2015). [Invasive Meningococcal Disease \(Neisseria meningitidis\) \(gov.mb.ca\)](#)

Manitoba Health Seniors and Active Living (2024) [measles.pdf \(gov.mb.ca\)](#)

Manitoba Health Seniors and Active Living (2019) [Rabies: Protocol for Management of Human Rabies and Management of Exposures to Animals to Prevent Human Rabies \(gov.mb.ca\)](#)

RESOURCES/VALIDATION

These sources provide comprehensive guidance on weight measurement accuracy, dosage calculation protocols, safety precautions, documentation standards, and follow-up procedures relevant to administering post-exposure chemoprophylaxis for meningitis based on weight.

Weight Measurement and Calibration:

- World Health Organization (WHO). (2011). Physical Status: The Use and Interpretation of Anthropometry. Retrieved from [WHO website](https://www.who.int/childgrowth/publications/physical_status/en/).

Weight-Based Dosing and Guidelines:


- Centers for Disease Control and Prevention (CDC). (2020). Bacterial Meningitis: Information for Healthcare Professionals. Retrieved from [CDC website](https://www.cdc.gov/meningitis/lab-manual/index.html).

Dosage Calculation:

- National Institutes of Health (NIH). (2020). Principles of Pediatric Drug Dosing. Retrieved from [NIH website](https://www.ncbi.nlm.nih.gov/books/NBK279350/).

Dosage Adjustment and Safety Precautions:

- American Academy of Pediatrics (AAP). (2021). Pediatric Drug Dosing and Equipment. Retrieved from [AAP website]

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website](<https://pediatrics.aappublications.org/content/pediatrics/early/2021/02/17/peds.2020-0491.full.pdf>).

Documentation and Monitoring:

- Institute for Safe Medication Practices (ISMP). (2020). Guidelines for Safe Preparation of Compounded Sterile Preparations. Retrieved from [ISMP website](<https://www.ismp.org/guidelines/sterile-compounding>).

Follow-up and Optimization of Treatment:

- Infectious Diseases Society of America (IDSA). (2017). Clinical Practice Guidelines for the Management of Meningitis. Retrieved from [IDSA website](<https://www.idsociety.org/practice-guideline/meningitis/>).

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APPENDIX B – Manufacturer User Instructions

https://www.homscales.com/wp-content/uploads/2022/02/UM822KL_REV20200123.pdf

Keep a paper copy of the User Instructions in a protective plastic sleeve in the carrying bag in case the link changes to a new product.

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