



**STANDARD  
OPERATING  
PROCEDURE**

**STORAGE, DISTRIBUTION AND USE OF A HOSPITAL-  
GRADE ELECTRIC BREAST PUMP AND PUMPING KITS**

**Approved by:** POPULATION AND PUBLIC HEALTH PROGRAM

**Pages:**  
1 of 7

**Approval Date:**  
Updated February 5, 2024

**Supersedes (if applicable)**  
**Target Review Date:**

**PURPOSE:** The purpose of this standard operating procedure is to describe guidelines for Public Health Nurses (PHNs) for storage, lending, and use of a hospital-grade double electric breast pump and double-pumping kits

**SCOPE:** Following a breastfeeding assessment by the PHN, use of a hospital-grade electric breast pump may be recommended as a component of the nursing care plan. Considerations include but are not limited to:

- Baby is premature
- Infant is ill or hospitalized for other causes
- Sucking difficulties or inadequacies
- Mother is ill or hospitalized
- Breastfeeding is interrupted due to medications
- Engorgement -Sore or tender nipples
- Inverted nipples
- Breast Refusal/No Latch
- Plugged Nipple Pore/Duct -low milk supply

**BACKGROUND:**

Where a mother/lactating parent may temporarily stop breastfeeding with the intention of resuming later and/or require extra stimulation to bring in a full milk supply, they need to express their milk at least as often as their baby was nursing in order to establish and maintain a good milk supply. The pump may also be used as part of intervening in relation to engorgement. A hospital-grade electric breast pump is a fast, effective and convenient method of milk expression which can allow both breasts to be pumped, with the use of two collection kits, simultaneously

**DEFINITIONS:**

**Cycles:** One suction plus one release of suction is a cycle. A breastfeeding baby generates about 74 suction and release cycles per minute.

**Hospital-grade electric breast pump:** A pump that is designed to approach physiological suckling of the infant (on average 74 cycles/minute) and allows the mother/lactating parent to pump both breasts simultaneously

**PROCEDURE:**

**2.1 Storage**



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Pages:  
2 of 7

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**2.1.1** The hospital-grade electric breast pump is to be stored at the community office in a secure area such as a locked cupboard or room.

**2.1.2** The hospital-grade electric breast pump is available for Community Area (CA) residents for up to one week.

#### **2.2 Distribution and Use of the Hospital-Grade Electric Breast Pump**

**2.2.1** PHN to distribute the pump at their discretion. The PHN is to explore if the family has already been provided with a pump for their use while in hospital.

**2.2.2** A collection kit may be supplied to a client if “Yes” has been selected for item #17 on the Families First screen, “on social assistance/income support or financial difficulties”. One or two collection kits can be supplied based on the PHNs assessment and rationale for supplying the kits (ex. premature baby remains in hospital and pumping to build and maintain milk supply could supply 2 kits). If the criteria for item #17 does not apply, the community area loaner pump can still be supplied but the client would have to purchase a collection kit through normal retail outlets for use with the loaner pump.

**2.2.3** PHN to record client details on the Hospital-Grade Electric Breast Pump Loan Record, Appendix A.

**2.2.4** PHN will instruct family that the collection kit can be retained by client and can continue to be used if they rent a Symphony pump, or disposed of as appropriate to their circumstance. Instruct the family that the kit is intended for one individual’s use only. Collection kit cleaning instructions are to be supplied if the PHN supplies the family with the kit, as per Appendix C. PHN to record the PHN’s name and reason for supplying the kit on the “Pump Kit Record of Use” form, Appendix B, for evaluation purposes.

**2.2.5** PHN will deliver or the client will pick up the breast pump and, if appropriate, the pumping kit along with the directions for use.

**2.2.6** PHN to instruct family on the use of the pump and the pumping kit.

**2.2.7** PHN to provide follow up with the client during the time the pump is loaned out to the client.

**2.2.8** PHN to ensure that the pump is complete with all pump parts when returned.

**2.2.9** PHN to wipe down pump with a general virucide disinfectant cleaner between users and return to CA office.

**2.2.10** PHN is to enter return date on hospital-grade double electric breast pump. See Appendix A.



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Pages:  
3 of 7

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#### VALIDATION, REFERENCES, OR RESOURCES:

<http://www.bcwomens.ca/health-info/pregnancy-parenting/breastfeeding-your-baby/expressing-breast-milk>

Mohrbacher, N. Breastfeeding Answers: A Guide for Helping Families. 2nd edition. 2020. Chapter 11, p. 487-519.

Winnipeg Regional Health Authority. Breastfeeding practice guidelines for the healthy term infant. 2013. [WRHA](#)



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**Pages:**  
4 of 7

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**Appendix A- Hospital Grade Double Electric Breast Pump Loan Record**

Date DD/MM/YY	Family/Parent Initials	Return Date DD/MM/YY	PHN Name



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**Pages:**  
5 of 7

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### Appendix B- Breast Pump Kit Record of Use

Date (DDMM/YY)	PHN name	Family Initial	Checked Financial Need FF Screen #17	1 Kit or 2 (mark 1 or 2)	Reason For Use (eg. Stimulate milk supply, infant hospitalized)



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Pages:  
6 of 7

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#### Appendix C- How to Clean Your Breast Pump Kit After use

1. When you need to pump, wash your hands and then put the kit together. Follow the instructions on the pump.
2. After pumping, wash your hands again. Then take apart all pieces of the kit.
3. Ensure that the counter and inside of the sink have been cleaned with a cleaner/disinfectant.
4. Wash your hands again.
5. Put paper towel or freshly laundered dish towel on the counter by the sink.
6. Rinse pump pieces with cold water.
7. Wash all the pieces of the pumping kit in the warm soapy water.
8. Rinse under running water and place on the clean towel(s) on counter.
9. Allow breast pumping kit parts to air dry in a clean dry area and store parts when not in use. Do NOT store wet or damp parts.
10. Store your breast pumping kit where it will remain clean and dry until you need it next.
11. If there is visible milk residue that cannot be removed after thorough soaking and cleaning the kit should be discarded and replaced.

#### Tubing Care

It is not necessary to clean tubing after each use. If your tubing comes in contact with breast milk clean it by following these directions.

1. Wash your hands
2. Rinse and run cold water through tubing to remove breast milk.
3. Dry tubing by attaching it to pump and running for 2 minutes or until dry. This will eliminate condensation that naturally results from humidity



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7 of 7

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