



## Standard Worksheet

### **Process:** Breast Pump Kit Management

**Desired Goal or Outcome:** Ensure appropriate cleaning of single patient use breast pump kits

| STEP #                  | DESCRIPTION  | KEY POINTS / IMAGES   |
|-------------------------|--|---|
| <b>BEFORE EVERY USE</b> |  |   |
| 1                       | <input type="checkbox"/> <b>Wash hands</b> with soap and water or hand sanitizer   |   |
| 2                       | <input type="checkbox"/> <b>Inspect and assemble</b> clean pump kit. If the tubing contains moisture, milk or debris, discard in garbage and replace immediately.  |   |
| 3                       | <input type="checkbox"/> <b>Using facility-approved disinfectant wipes, clean/disinfect</b> pump dials, power, switch, handles and countertop  |   |
| 4                       | <input type="checkbox"/> <b>Wash hands</b> before pumping to avoid contaminating breast milk   |   |
| <b>AFTER EVERY USE</b>  |  |   |
| 1                       | <input type="checkbox"/> <b>Store milk safely.</b> Place cap on milk collection bottle/container or seal milk collection bag; label with infant name, date of birth, date and time; and use or refrigerate in designated fridge within 4 hours.  |   |
| 2                       | <input type="checkbox"/> <b>Wash hands</b>   |   |
| 3                       | <input type="checkbox"/> <b>Using facility-approved disinfectant wipes, clean/disinfect</b> pumping area/bedside including pump dials, power switch and countertop.  |  |
| 4                       | <input type="checkbox"/> <b>Disconnect</b> breast pump tubing and set aside ( <b>DO NOT</b> clean tubing). Separate all parts that have been in contact with the breast/breast milk (breast shield, breast shield connector, white filter cap, inside filter) and place in the provided basin.   |  |
| 5                       | <input type="checkbox"/> Take basin to designated sink. <b>Clean and disinfect counter top and inside of the sink</b> with facility-approved disinfectant wipes. Discard wipes and wash hands. Place basin in the sink.  |   |
| 6                       | <input type="checkbox"/> <b>Rinse all breast pump parts</b> (breast shield, breast shield connector, white filter cap, inside filter) by holding under running water to remove remaining milk. Ensure pump parts are rinsed as soon as possible after pumping. Place rinsed pump parts in wash basin supplied for cleaning the pump kit. |   |
| 7                       | <input type="checkbox"/> <b>Clean pump parts by adding warm water and dish soap to basin.</b> Ensure parts are washed in the designated basin. <b>Rinse all parts</b> after washing with soap and water.   |   |

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| STEP # | DESCRIPTION   | KEY POINTS / IMAGES |
|--------|---|---------------------|
| 8      | <input type="checkbox"/> Place clean pump parts on a paper towel on countertop.   |                     |
| 9      | <input type="checkbox"/> Add soap and hot water to basin. Clean the inside and outside of basin, ensure all milk residue is removed.  |                     |
| 10     | <input type="checkbox"/> Dry inside and outside of the basin; ensure it is completely dry. Lay a clean paper towel or dish towel inside completely dried basin.   |                     |
| 11     | <input type="checkbox"/> Place pump parts on paper towel or dish towel in the clean wash basin. Allow to air dry completely before next use; DO NOT use paper towels.<br><input type="checkbox"/> For extra germ removal, sanitize pump parts at least once daily after they have been cleaned. See <a href="#">Sanitization</a> below. |                     |
| 12     | <input type="checkbox"/> Wash hands.  |                     |
| 13     | <input type="checkbox"/> Make sure breast pump kit parts and wash basin are clean and completely dry to help prevent germs and mold from growing. Put back together.  |                     |
| 14     | <input type="checkbox"/> Store dry items safely in an area protected from dirt and dust until needed. Place wash basin reassembled bottles, and other feeding items in a clean, protected area such as the patient bedside table or shelf.  |                     |

### SANITIZATION

For extra germ removal, sanitize pump parts at least once daily after they have been cleaned. Items can be sanitized using steam by microwave if available in the hospital or taken home where they can be boiled in water or put through a dishwasher with a sanitize setting. Transport items in plastic bag provided with kit.

Sanitizing is especially important for babies less than 3 months old, born prematurely, or with a weakened immune system due to illness or medical treatment.

#### STEAM

Place into microwave steam bag and then into designated microwave. Follow the manufacturer's instructions for time in the microwave (sanitizing), cooling, and drying. Allow bags to cool before opening as steam produced during sanitization process can cause burns.

#### BOIL AT HOME

- i. Place disassembled feeding items into a pot; cover with water.
- ii. Put the pot over heat and bring to a boil.
- iii. Boil for 10 minutes.
- iv. Remove items with clean tongs.

After sanitizing, place items on clean, unused dish or paper towel in an area protected/free from dirt and dust. Allow to air-dry thoroughly before storing. Do not use a dish towel to rub or pat items dry because doing so may transfer germs to the items.