

## Procedure for the Utilisation of Donor Expressed Breast Milk (DEBM)

### Standard

Donor expressed breast milk will be stored in the designated NICU freezer in an appropriately identified plastic container. Ensure consent has been obtained.

### Principles of care

Prevention of infection  
Temperature control  
Promotion of positive parenting

### Equipment

Appropriately labelled bottle containing DEBM, syringe(s), Sticky labels, donor Milk Tracking Record, Expressed milk folder.

### Procedure

Cleanse hands according to NNU policy

### Remove DEBM from Freezer

- 2 Registered Nurses or 1 Registered Nurse and 1 Nursery Nurse must sign out DEBM from the freezer and complete Donor Milk Tracking Record.
- The Donor Milk Tracking Record comes with the DEBM from Glasgow and is stored in Red Folder on top of freezer.
- Cross check batch number of the bottle with number at the top of the page
- Take x1 sticky label from the side of the bottle and place on the donor Milk Tracking Record.
- Complete details:

1. Date Removed from Freezer

2. Baby's Name

3. Location NNU RIE

4. 2 signatures

- **Take DEBM to the Cotside**

- Take the 2<sup>nd</sup> Sticky Label from the side of the DEBM and place on Donor Expressed Milk Administration Record. (Keep in baby's own folder) Copy of Admin Record can be found in J Drive under Donor expressed milk folder.
- Complete details:

1. Date

2. Time

3. Expiry Date

4. 2 Signatures

- Unscrew the cap and check that the foil seal is intact

**Main Author:** Hilary Kerr - Neonatal Charge Nurse, updated Aug 24

### Implementation / Review Dates

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Next Review – 1 9 34

- Discard milk if seal damaged and document in record
- Complete Expressed Breast Milk Label with baby surname and date of birth, date defrosted and time out of freezer. Attach to bottle of DEBM
- Place labelled bottle of DEBM in infant's identified tray in the milk fridge in the nursery to defrost

When all donor milk from each batch has been used - completed Donor Breast Milk Tracking Records should be returned to the Donor Milk Bank (See Red Folder for address)

#### Administration of DEBM

- Collect the identified bottle of DEBM from the fridge and take to the infant's cot/incubator
- Cross check the infant's name, date of birth and unit number on the bottle of DEBM with that on the cot /incubator card.
- Ensure that date and time of administration is within 24 hours of removal from freezer.
  
- If there is no disparity in the 'check' process, withdraw the required volume of milk into syringe
- Attach identification label to syringe or packet
- Place the syringe in the pack in the incubator at the 'top-end' or in tray at the cotside (see note 1)
  
- Replace the bottle of DEBM in the infant's identified tray in the fridge (see note 2).

#### Notes:

1. Milk should be taken out of the fridge no longer than one hour prior to administration. Syringes of milk are not to be kept in the trays within the fridge.
2. The tray within the fridge should be changed weekly with the infant's identification label and date of changing affixed by the nurse/midwife caring for the infant.

**Please Note that DEBM must be checked by 2 Registered Nurses or 1 Registered Nurse and 1 Nursery Nurse when being removed from the freezer and the initial check at the baby's cot side.**

#### Potential Complications

- Frozen DEBM is Defrosted when in transit from Glasgow to the NICU.
- DEBM is incorrectly identified.
- DEBM given to the wrong infant.
- DEBM is discarded from the NICU freezer because the identifier is not recognized as being an NICU patient.

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