

LOS ANGELES GENERAL MEDICAL CENTER POLICY

Subject: PREPARATION OF ORAL AND ENTERAL NUTRITION FORMULA AND HUMAN MILK	Original Issue Date: 12/1/17	Policy # 940
	Supersedes: 12/1/17	Effective Date: 06/12/23
Policy Owner(s): Director of Pharmacy Services Executive Sponsor(s): Chief Medical Officer		
Departments Consulted: Formula Mixing Room Task Force Food & Nutrition Nursing Pharmacy P&T Epidemiology Nutrition Subcommittee	Reviewed & Approved by: Attending Staff Association Executive Committee Senior Executive Officer	Approved by: Chief Medical Officer
		Chief Executive Officer

PURPOSE

To define the policy by which oral and enteral nutrition formulas and human milk will be prepared for patients in the hospital that allows for proper preparation, handling, and distribution of human milk and infant and enteral formulas.

POLICY

The Department of Clinical Nutrition, specifically the nutrition lab, will be responsible for the proper handling and preparation of human milk and any formula requiring mixing per Nutrition Services Policy D013: Preparation, Handling, and Distribution of Human Breastmilk and Infant Formulas.

Clinical Nutrition Staff will prepare formula using aseptic technique (clean no-touch). All staff who prepare products will be trained and competencied on the process.

Formula should not be prepared at bedside or in any patient care areas, except for approved area such as in 8C. Food and Nutrition Services does not manage or oversee mixing in areas outside of the Nutrition Lab.

DEFINITIONS

- Aseptic Technique: A procedure aimed at protecting patients from infections by minimizing the presence of pathogenic microorganisms. In handling of feedings and feeding systems, this means adherence to good hand-hygiene practices, use of “no touch” technique in preparation and administration of formula, and meticulous attention to details that minimize microbial exposure and proliferation in selection, storage, transporting, and administering feeds.
- Enteral Nutrition (EN): Nutrition provided through the gastrointestinal tract via a tube, catheter, or stoma that delivers nutrients distal to the oral cavity.
- Formula: All references to formula shall refer to oral and enteral nutrition

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PROCEDURE

- All preparation occurring in the Nutrition Lab will follow aseptic technique
- Perform proper hand hygiene
- Designated preparation area will be cleaned and sanitized using approved food grade products. Area will be allowed to air dry between and after cleaning and sanitizing per product instructions
- Perform proper hand hygiene again
- Don proper PPE: bonnet/hairnet, gloves, and gown
- Lay towel drape over preparation area
- Assemble needed equipment and ingredients
- Open and handle formula or human milk per Nutrition Services Policy D013
- Prepare formula or human milk per patient specific order
- Prepared product will be placed directly into disposable container
- Label disposable container with patient's name, MRN, contents, caloric density, , volume and frequency per feeding or rate of administration, route of administration, date/time of expiration, date of preparation, "for enteral use only" or "not for IV use", "refrigerate until use", and preparers' initials
- Place labeled product in designated refrigerator or deliver to patient's nurse. Obtain signature of receiving nurse.
- Any remaining product intended for future use will be labeled with expiration date and time and stored in appropriate location per Nutrition Services Policy D013
- Clean and disinfect preparation area per Nutrition Services Policy D013

RESPONSIBILITY

Medical Staff, Nursing, Food and Nutrition Services, Pharmacy

REFERENCES

- The Human Milk Banking Association of North America (HMBANA) in the Best Practices for Expressing, Storing, and Handling Human Milk in Hospitals, Homes, and Child Care Settings, 4th Ed.
- The Academy of Nutrition and Dietetics in the Infant and Pediatric Feedings, 3rd Ed.; Guidelines for Preparation of Human Milk and Formula in Health Care Facilities

REVISION DATES:

December 1, 2017; June 12,2023