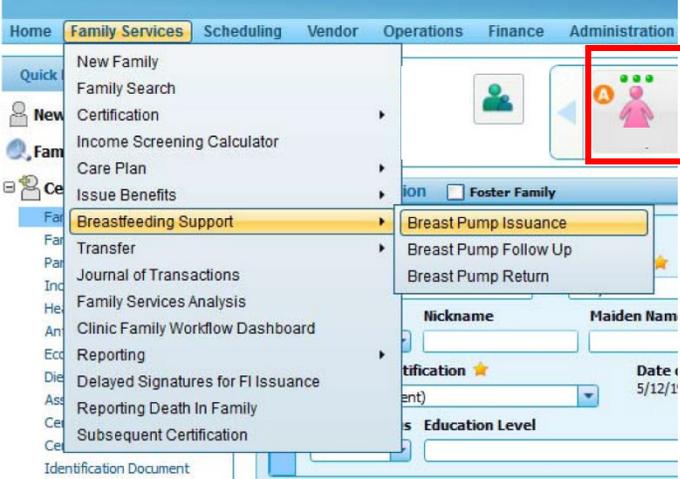
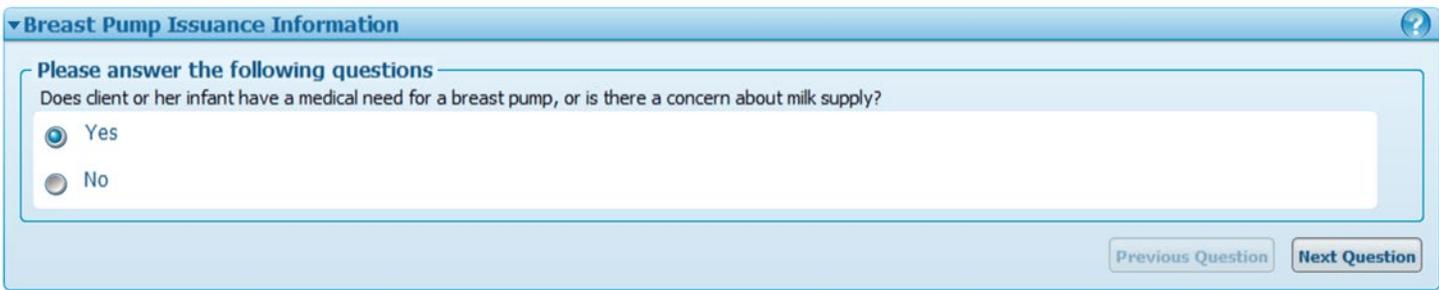
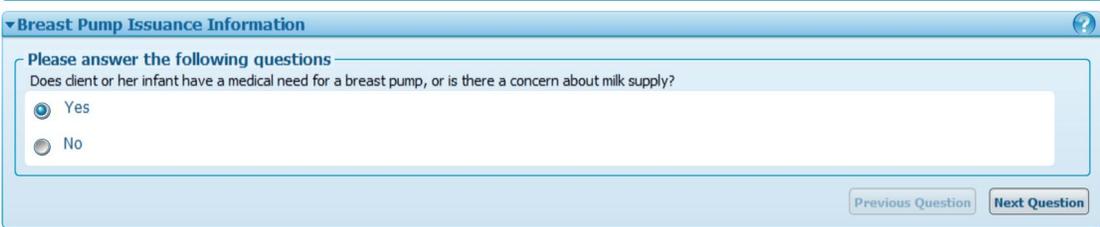
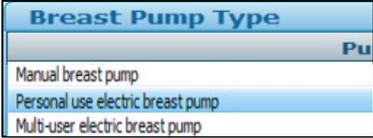
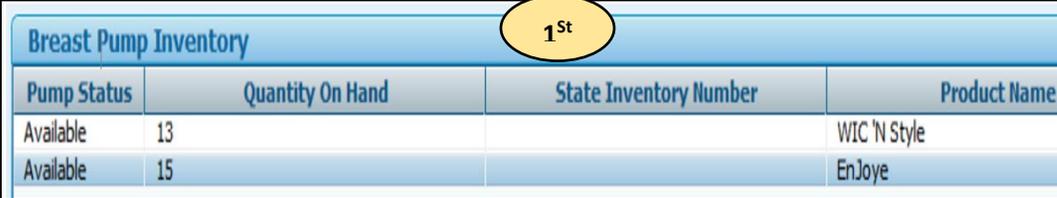
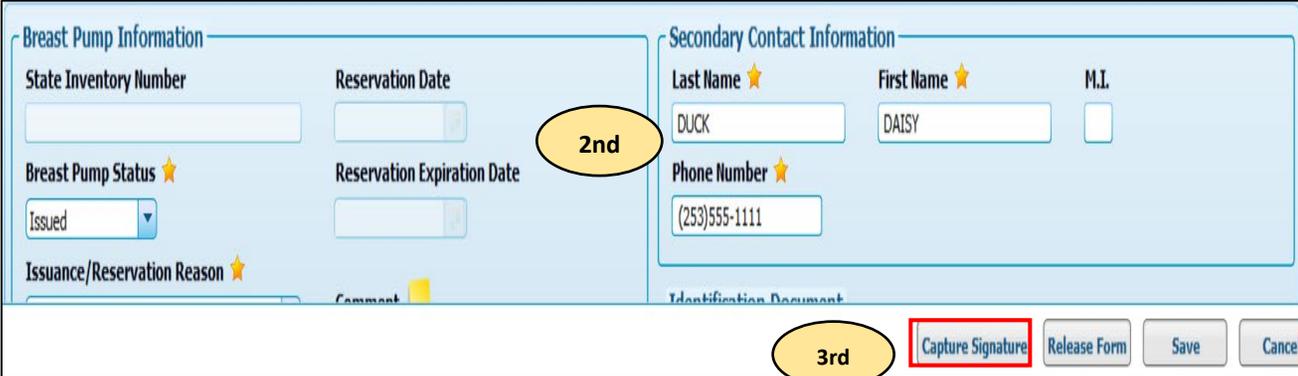
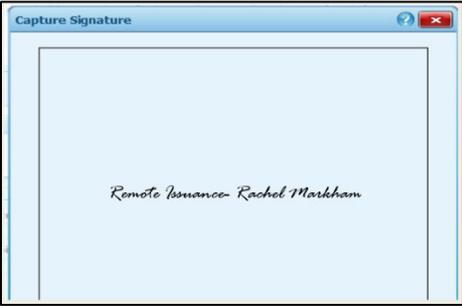


Note: The purpose of this steps sheet is to demonstrate the steps in Issuing Breast Pumps and Supplies to a participant using Cascades. This step sheet provides guidance on steps to take when unable to Issue a Breast Pump using Cascades Breast Pump issuance.

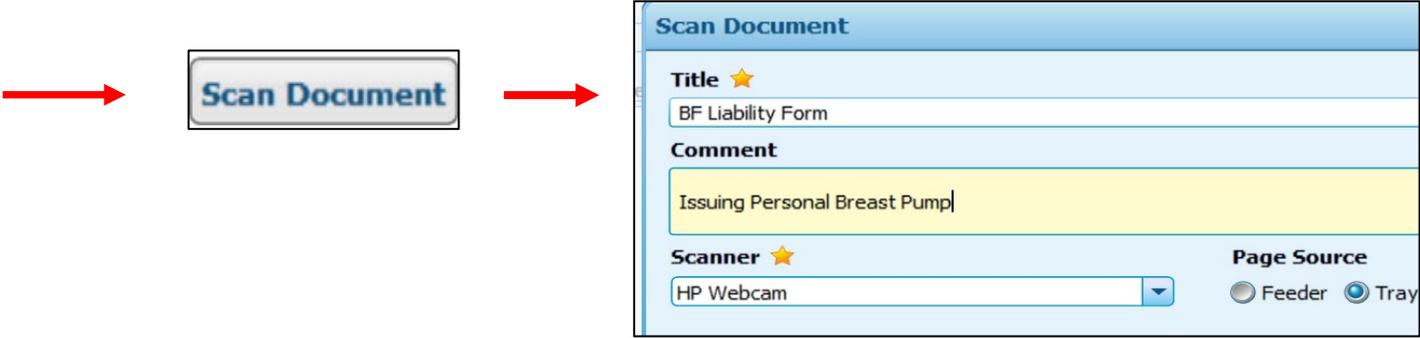
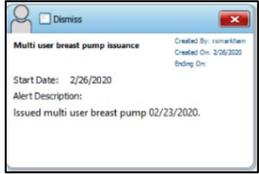
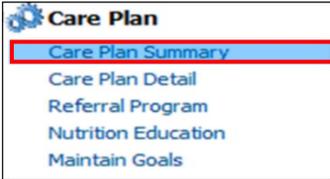
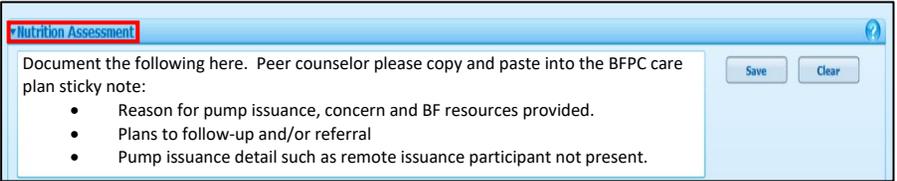
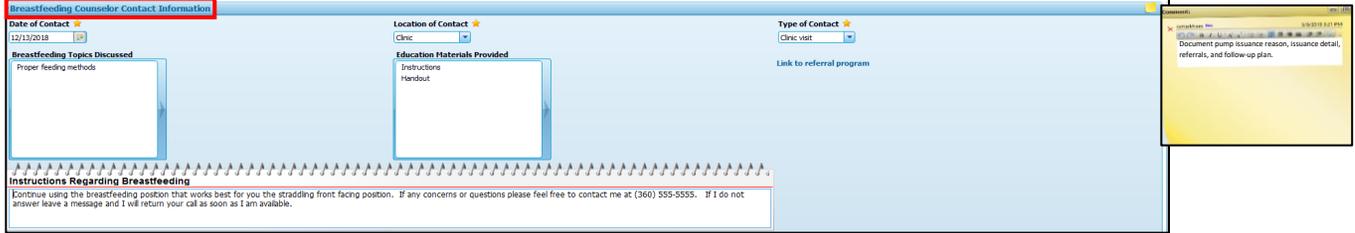
Steps	Cascades Screen
<p>Step 1 Accessing breast pump issuance</p> <p>To access Breast Pump Issuance select:</p> <ul style="list-style-type: none"> • Family Services • Breastfeeding Support • Breast Pump Issuance 	 <p>Select the Breastfeeding or Pregnant participant issuing breast pump to within the carousel to access Breastfeeding Support</p>
<p>Step 2 Pump issuance interview questions: Cascades uses your answer for the pump assessment.</p> <ul style="list-style-type: none"> • Select Yes continue issue pump • Select No move next question 	

Steps	Cascades Screen
<p>Step 3 Pump issuance interview questions selection:</p> <ul style="list-style-type: none"> • Select 'Yes' if question matches participant concern. Then select Next Question. <ul style="list-style-type: none"> ○ Breast Pump Assignment displays with Breast pump type. Proceed Step 5 • If response is No, Select next questions until you reach the desired pump selection. • Proceed to Step 4 if questions are not right pump match. 	<p>Following these steps for best practice:</p>  <p>If yes, then breast pump assignment screen displays next:</p>  <p>Suggested Pumps highlight's Blue.</p> <p>If No is the appropriate assessment:</p> <p>The next interview question displays. Continue until selection is complete</p>

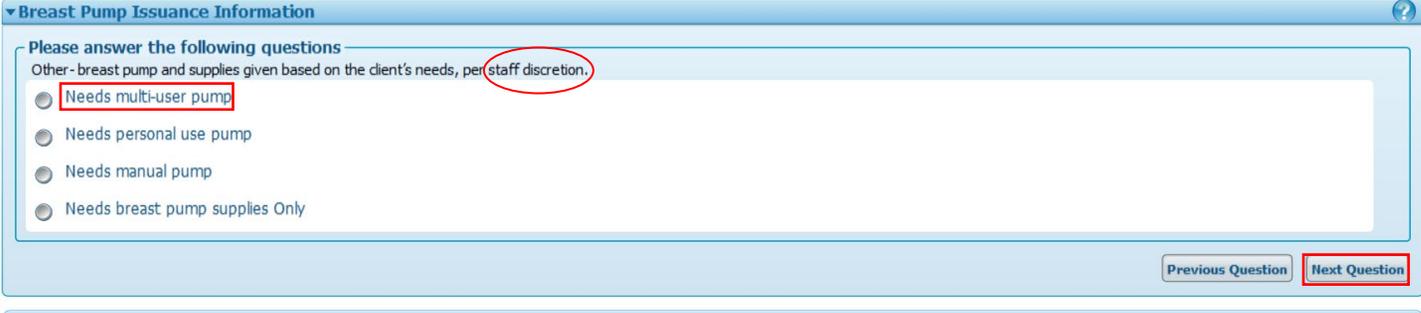
Steps	Cascades Screen
<p><u>Step 4 Staff discretion Breast pump Interview question</u></p> <ul style="list-style-type: none"> Staff discretion interview question allows staff select pump. Select pump of choice and Next question. If issuing Breast pump supplies only skip to Step 10 	
<p><u>Step 5 Breast pump assignment</u></p> <ul style="list-style-type: none"> Cascade highlights pump type from your selection. In this example, personal use electric breast pump was selected In Breast Pump Supplies Enter the amount you'd like to issue under Quantity Issued column Proceed to Step 6 to select pump product under Breast Pump Inventory. 	<p>In this Breast Pump Supplies example, "1" is entered under Quantity Issued for Breast Pads and Hygeia Flanges.</p>

Steps	Cascades Screen												
<p>Step 6 Breast Pump Inventory</p> <p>1st Select pump of choice under product name by selecting and highlighting the line with the product name.</p> <p>2nd In Breast Pump & Secondary Information Screen complete unanswered required ★ field.</p> <p>3rd Select Capture Signature. Signature screen displays.</p> <ul style="list-style-type: none"> • If remote issuance document on signature pad “remote issuance-then staff sign name” • If not remote issuance have participant sign signature pad. • Proceed to Step 7 	<p>Select <u>pump of choice</u> in the Breast Pump Inventory.</p>  <table border="1"> <thead> <tr> <th>Pump Status</th> <th>Quantity On Hand</th> <th>State Inventory Number</th> <th>Product Name</th> </tr> </thead> <tbody> <tr> <td>Available</td> <td>13</td> <td></td> <td>WIC 'N Style</td> </tr> <tr> <td>Available</td> <td>15</td> <td></td> <td>EnJoye</td> </tr> </tbody> </table> <p>2nd</p>  <p>3rd</p> 	Pump Status	Quantity On Hand	State Inventory Number	Product Name	Available	13		WIC 'N Style	Available	15		EnJoye
Pump Status	Quantity On Hand	State Inventory Number	Product Name										
Available	13		WIC 'N Style										
Available	15		EnJoye										

Steps	Cascades Screen
<p>Step 7 Breast pump release of liability form</p> <ul style="list-style-type: none"> Select Release Form to print the Breast pump release of Liability Form. You're returned to breast pump assignment screen. Select save to complete pump issuance. <div data-bbox="155 656 453 808" style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Status Message</p> <p>Breast Pump was issued successfully.</p> </div> <ul style="list-style-type: none"> Review Cascade liability form or agency approved liability form with participant. Remote issuance release of liability form completion <ul style="list-style-type: none"> Document staff section with staff initials completing the form. Document participant section with confirmation (i.e. ok'd) Document participant signature with reason for remote issuance 	<div style="text-align: center; margin-bottom: 20px;"> </div> <div style="text-align: center; margin-bottom: 20px;"> </div> <div style="text-align: right; margin-bottom: 20px;"> </div> <div style="text-align: center;"> </div>

Steps	Cascades Screen
<p>Step 8 Scan breast pump release of liability forms</p> <ul style="list-style-type: none"> Scan completed form using Scanned Documents tab on Health Information screen. 	<ul style="list-style-type: none"> Scan both the Cascade breast pump release form and any additional release of liability forms into scanned documents. For remote issuance wait to scan the release of liability form until the participant has received the release of liability form and you've made follow-up contact ensure participant comfortable with the pump. 
<p>Step 9 Breast pump alert & documentation</p> <ul style="list-style-type: none"> Document pump issuance In Family Care plan - nutrition assessment BFPC document In BFPC care plan sticky note Copy/Paste into family care plan – nutrition assessment Create a Breast pump issuance alert Do not enter an end date until pump returned 	  

Steps	Cascades Screen
<p>Step 10 Breast pump supply issuance</p> <ul style="list-style-type: none"> Follow Step 1-3 to proceed to last interview questions staff discretion. Select needs breast pump supplies Only Then, select Next question. 	
<p>Step 11 Breast pump assignment</p> <ul style="list-style-type: none"> Breast pump assignment displays Under Breast Pump Supplies Enter the number of items under Quantity Issued field for each product your issuing <ul style="list-style-type: none"> In this example: Quantity Issued is 1 for <u>Washable nursing pads</u> Next select Capture Signature Then, select Save to complete pump supply issuance. <p>Step 12 Issue multi user pump already assigned to participant using Cascades</p>	<p>Note: Save time and skip the Breast Pump Inventory section when only issuing breast pump supplies. Selecting the Breast Pump Inventory area will display and require completing of the Breast Pump and Secondary information.</p>

Steps	Cascades Screen
<p>Step 12 Issue multi user pump already assigned to participant Adding multi user pump to participant not issued using Cascades breast pump issuance</p> <ul style="list-style-type: none"> Follow Step 1-3 to proceed to Breast Pump Issuance Information last interview questions staff discretion. Select Needs multi-user pump Then, select Next question. 	 <p>The breastfeeding categories listed below are currently unavailable to issue breast pumps through Cascades Breast Pump Issuance. Document unable to issue a breast pump and why in Cascades. Then, add a multi user breast pump alert with pump serial number that participant has pump issued outside of Cascades.</p> <ul style="list-style-type: none"> If participant category is non-breastfeeding participant If infant is 12-months or older Note: Use Return Multi User Breast Pump Into Cascades step sheet to place the issued breast pump Out to Maintenance when unable to issue a Breast pump to the participant.

Steps	Cascades Screen
<p>Step 13 Complete assigning multi user pump to participant</p> <p>Breast Pump Assignment field displays</p> <ul style="list-style-type: none"> Locate pump serial number with State Inventory Code for the pump participant was issued under Breast Pump Inventory In this example we're issuing a pump with State Inventory Number <ul style="list-style-type: none"> ACR888888 Select the pump in Breast Pump Inventory field Complete breast pump issuance following Step 6-9 	<p>The screenshot displays the 'Breast Pump Assignment' interface. It features three main sections:</p> <ul style="list-style-type: none"> Breast Pump Type: A table with columns 'Pump Type' and 'Quantity In Stock'. It lists: Manual breast pump (13), Personal use electric breast pump (12), Multi-user electric breast pump (7), and Breastfeeding supplies (98). Breast Pump Supplies: A table with columns 'Product Name', 'Manufacturer', 'Quantity In Stock', and 'Quantity Issued'. It lists: Milkies Storage Bags (83), Washable Nursing Pads (8), and Hygeia XL Flange (31 mm) (7). Breast Pump Inventory: A table with columns 'Pump Status', 'Quantity On Hand', 'State Inventory Number', 'Product Name', 'Manufacturer', 'Issued Date', 'Expected Return Date', and 'Reserved Members Count'. The row for 'Available 1 ACR888888 Lactina' is highlighted with a red border. <p>Buttons at the bottom right include 'Capture Signature', 'Release Form', 'Save', and 'Cancel'.</p>

Cascades Breast Pump and Supplies Issuance

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