

Proper Storage, Handling and Preparation of Human Milk and Formula

Policy: Human milk and formula will be stored, handled, and prepared properly.

Procedure for Human Milk:

- Containers of human milk will be clearly labeled with a child’s name and date. Glass or hard-sided plastic containers with tight lids or special freezer bags for breastmilk will be preferred storage methods.
- Milk with oldest dates will be used first.
- Fresh milk will not be added to frozen milk.
- Staff will wash their hands before and after handling human milk and also before and after feeding a child.
- Human milk will be thawed in the refrigerator or in a bowl of warm water. It will be heated only under warm running water or a bottle warmer, never a microwave or stove.
- Once warmed, bottles will be swirled, not shaken.
- Unused milk will be discarded after each feeding. It will not be saved for another feeding.
- Current storage guidelines for human milk will be used.

Storage Time for Human Milk	Room Temperature		Refrigerator (39°)	Refrigerator Freezer (0°)	Deep Freezer (0°)
	66°-72°	73°-79°			
Freshly pumped	6-10 hours	4 hours	8 days	3-4 months	12 months
Thawed in refrigerator after being frozen	4 hours	4 hours	24 hours	Do not refreeze	Do not refreeze
**Storage times may vary for preterm or sick babies. The child’s doctor should be consulted for guidance.					

Source: Ameda, 2016.

Procedure for Formula:

- Staff will wash their hands before and after handling formula and also before and after feeding a child.
- Bottles and nipples will be washed with hot, soapy water.
- Formula will be stored and mixed according to the directions on the label.
- Unused formula will be discarded after each feeding. It will not be saved for another feeding.

This policy complies with Head Start Performance Standard 45CFR Section 1304.23

Approved by Policy Council on 3-22-2005.

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