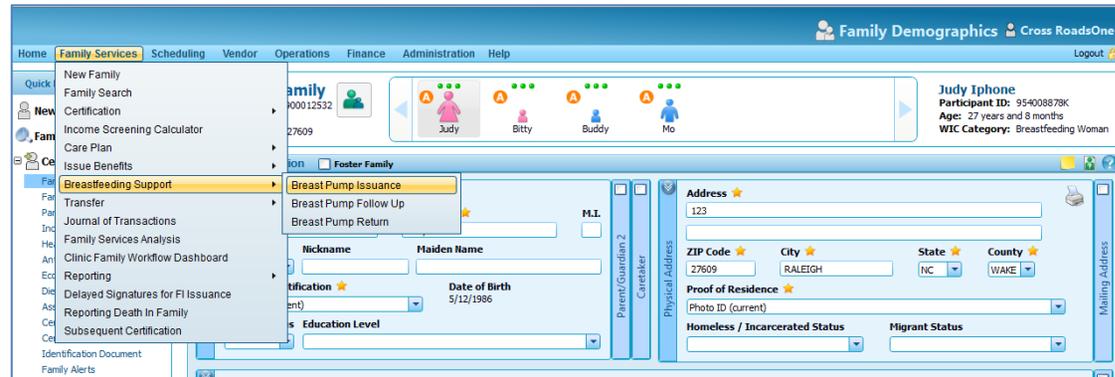


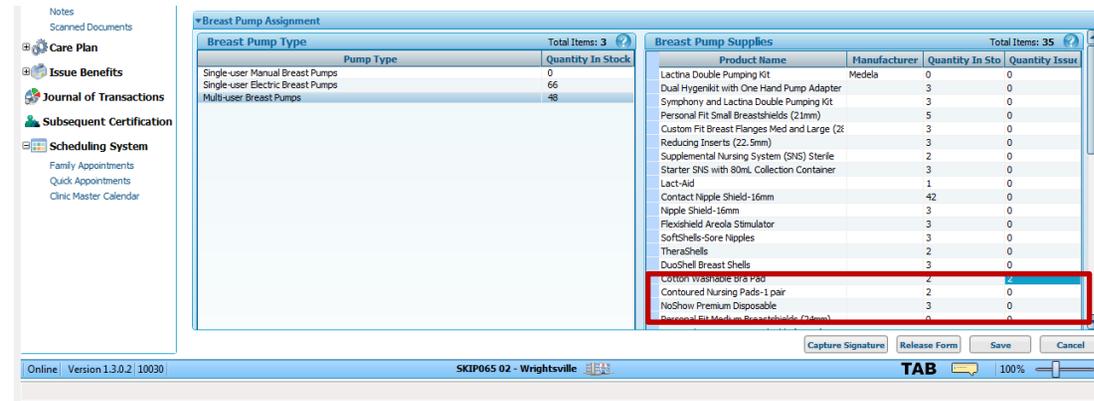
# Breastfeeding Supplies

Issuing breastfeeding supplies is done through the Breast Pump Issuance screen. A conversation between the participant and the Breastfeeding Coordinator, Lactation Consultant, Peer Counselor or CPA is necessary in order to ensure that the proper supplies are being issued based on the participants needs and in accordance with NC WIC Program policy. Please refer to Chapter 9, Section 5 for information on breastfeeding supplies.

1. To issue breastfeeding supplies, go to Family Services > Breastfeeding Support > Breast Pump Issuance



2. The **Breast Pump Supplies** grid box appears under the **Breast Pump Assignment** grid box.
3. Select the supply you need by clicking on it.
4. Click on the **Quantity Issued** field next to that item. This will allow you to put in the amount of the item you want to issue. Be sure there is enough quantity in stock.



## Breastfeeding Supplies

5. Scroll down and open the **Breast Pump Inventory Detail** arrow.
6. The **Secondary Contact Information** grid opens. Fill out the participant's information. Note: these fields are required in order to continue with issuance.
7. Capture the participant's **signature**.
8. Click **Save**.

The screenshot shows a web application interface for managing breast pump inventory. At the top, there is a table titled "Breast Pump Assignment" with columns for "Available", "Quantity", "Reservation Date", "Reservation Expiration Date", "Comment", and "Status". Below the table, there are several form sections: "Breast Pump Information" (with fields for State Inventory Number, Reservation Date, Breast Pump Status, Issuance/Reservation Reason, and Expected Return Date), "Secondary Contact Information" (with fields for Last Name, First Name, M.I., and Phone Number), and "Identification Document" (with a field for Participant's Drivers License Number or Other Form of ID). A red box highlights the "Breast Pump Inventory Detail" link at the bottom left. Another red box highlights the "Secondary Contact Information" section. A third red box highlights the "Capture Signature" button at the bottom right.

9. A status message appears indicating that a supply was issued.

The screenshot shows the same web application interface as the previous one, but with a yellow status message dialog box overlaid on the "Secondary Contact Information" section. The dialog box contains an information icon and the text "Breastpump supply Is issued". A red box highlights the dialog box. The "Capture Signature" button is now labeled "View Signature".

## Breastfeeding Supplies

10. Once you have made your selection and saved it, click **Release Form** to print the **Release of Liability and Loan Agreement**. Complete this form with the client.
11. Once the form is completed scan it back into Crossroads.

**Communication Preview**

**Breastfeeding Supplies Release of Liability and Loan Agreement**  
**North Carolina WIC Program**

Name: Judy Iphone  
Address: 123 , RALEIGH 27609  
Home Phone #: ( ) -      Work Phone #:  
WIC I.D. Family #: F15900012532

Back Up Contact: \_\_\_\_\_  
Back Up Phone #: \_\_\_\_\_

I have received a breastfeeding supply item and/or a breast pump, hereafter referred to as item(s) from Wake - S Road clinic.

**Print**      **Cancel**