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**FetaLink is a maternal and fetal monitoring system that facilitates the flow of data from medical devices in a manner that supports display needs of clinicians in the acute and ambulatory setting. When FetaLink and/or Millennium are in a downtime status, there are certain procedures to complete to ensure the information gets recorded in the electronic health record when the system returns to normal operation.**

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### FetaLink Only Downtime

During a FetaLink only downtime, the paper monitoring strip will be used.

- STEP 1:** Place a patient label on the paper strip for identification. Verify the paper is printing with the correct date/time stamp.
- STEP 2:** Use the buttons on the fetal monitor device to change the date/time. Continue to run the paper strip until FetaLink is back online.
- STEP 3:** Follow member organization processes to label and save the paper fetal monitor strip to the patient record.
- STEP 4:** When the downtime for FetaLink ends, resume normal fetal monitoring workflows.

### FetaLink and Millennium Downtime

- Turn on the paper strip and run in conjunction with the electronic strip.
  - If currently logged into the FetaLink application, may be able to use FetaLink in the Millennium Downtime mode.
    - If able to log in, use FetaLink in Millennium Downtime mode.
    - If unable to log in, FetaLink will be in a Read Only mode.
  - If patient wasn't associated to the monitor before the downtime, all data will be collected and stored in the system, available for retroactive association once Millennium comes back online.
  - Once Millennium comes back online and if appropriate, associate the patient to the monitor using retroactive association to pull data into the patient's FetaLink episode.
  - Follow the workflow for [Association of Patient and Monitor](#).
  - If the episode of monitoring was completed during the Millennium downtime, follow the retro-disassociation steps. This will ensure the correct disassociation time. The patient will display on their location row in the Census view, with no associated monitors displayed in the monitor column. Open the episode by clicking the location next to the correct patient and finalize the episode.
    - Follow the [Disassociation workflow](#).
    - Follow the [Finalizing the Fetal Strip workflow](#).
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From the Office of Health Informatics

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June 19, 2025

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- If the patient's episode of monitoring wasn't completed during the downtime, continue monitoring the patient until the appropriate time to finalize the episode.
  - Follow the finalizing the Fetal Strip workflow.