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Bridge Breast Milk Management allows end users the opportunity for accurately documenting activity with bottles and maintaining inventory. Within Bridge, the Divide Bottles feature is used to view feeding orders and create new bottles, carrying forward any contents from the original bottles, this includes fortifiers and expiration dates.

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## Dividing Bottles

**STEP 1:** Select **Prepare Bottles**.

**STEP 2:** Scan the bottle number.

**STEP 3:** Select **Divide**. The system populates the Bottle Number box.

**STEP 4:** Enter the number of new bottles being created.

**STEP 5:** Enter the volume for the new bottles in the Volume box (if available).

**STEP 6:** If **Add Fortifiers** is enabled for your location, the list can be expanded and select fortifiers as needed. See the Fortifying Bottles [flyer](#) for more information. Any comments entered are displayed for each bottle label that is generated.

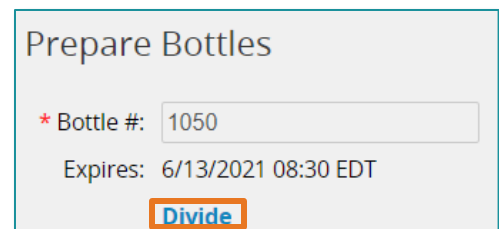
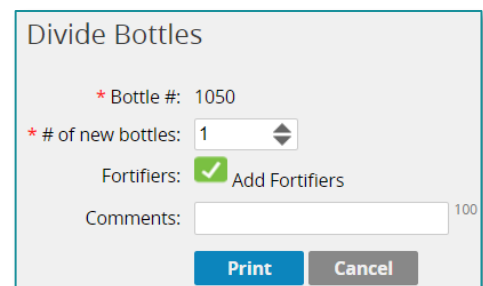
- If you select **Cancel**, the system displays the Prepare Bottles page and no new bottles are generated.

**STEP 7:** Select **Print** to generate new bottle labels. The printer selection page will display. The system generates the number of bottle labels entered, and automatically updates the new bottle numbers to a Received status and displays the Prepare Bottles page again. The Prepare Bottles page displays the same information before Divide was selected. You can select to dispose the bottle or reprint a label.

**STEP 8:** Select **Confirm** if no further actions are needed.

**NOTE:** If **Exit** is selected, the system does not save the Prepare Bottles information and it is not displayed on the Browse Bottle History page.

The new bottles created in Divide have already been saved in the system.

A screenshot of the "Prepare Bottles" form. It has a title "Prepare Bottles" and a field for "\* Bottle #" with the value "1050". Below that is "Expires: 6/13/2021 08:30 EDT". At the bottom is a blue button labeled "Divide".A screenshot of the "Divide Bottles" form. It has a title "Divide Bottles" and a field for "\* Bottle #" with the value "1050". Below that is a field for "\* # of new bottles:" with a dropdown menu showing "1". There is a checkbox for "Fortifiers:" which is checked, with the text "Add Fortifiers" next to it. Below that is a "Comments:" field with a character count of "100". At the bottom are two buttons: "Print" (blue) and "Cancel" (grey).