

Lake Region Healthcare  
Fergus Falls, MN  
Departments: Lake Region Healthcare  
Enhanced:

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## **POLICY: Lactation Support for Breastfeeding Employees**

### **REGULATORY STANDARD:**

**PURPOSE:** In recognition of the well documented health advantages of breastfeeding for infants and mothers, Lake Region Healthcare provides a supportive environment to enable breastfeeding employees to express their milk during work hours. This includes a company-wide lactation support program administered by Employee Health.

**STATEMENT OF POLICY:** Lake Region Healthcare subscribes to the following worksite support policy. This policy shall be communicated to all current employees and included in new employee orientation training.

### **GENERAL INFORMATION:**

#### **Company Responsibilities**

Breastfeeding employees who choose to continue providing their milk for their infants after returning to work shall receive:

- **Milk Expression Breaks**

Breastfeeding employees are allowed to breastfeed or express milk during work hours using their normal breaks and meal times. For time that may be needed beyond the usual break times, employees may use personal leave or may make up the time as negotiated with their supervisors.

- **A Place to Express Milk**

A private room (not a toilet stall or restroom) shall be available for employees to breastfeed or express milk. The room will be private and sanitary, located near a sink with running water for washing hands and rinsing out breast pump parts, and have an electrical outlet. One lactation room is located on second floor of hospital near pharmacy. A key to this room is located at the Women's and Children's desk. An employee can also be issued a key from Employee Health. This key must be returned to Employee Health when it is no longer needed or upon end of employment at LRH. If this room is occupied, accommodations will be provided for the employee on Women's and Children's Health Center. A second room is located on second floor of the White House Building. If employees prefer, they may also breastfeed or express milk in their own private office, or in other comfortable locations agreed upon in consultation with the employee's supervisor. Expressed milk can be stored in, general company refrigerators, designated refrigerators provided in the lactation room or other location, or in employee's personal cooler.

- **Breastfeeding Equipment**

Lake Region Healthcare does not provide electric breast pumps to assist breastfeeding employees with milk expression during work hours. Portable personal use electric

breast pumps are available for purchase through Women's and Children's Health Center.

- **Education**

Prenatal and postpartum breastfeeding classes and informational materials are available for all mothers and fathers, as well as their partners.

- **Staff Support**

Department Directors are responsible for alerting pregnant and breastfeeding employees about the company's worksite lactation support program, and for negotiating policies and practices that will help facilitate each employee's infant feeding goals. It is expected that all employees will assist in providing a positive atmosphere of support for breastfeeding employees.

## **Employee Responsibilities**

- **Communication with Supervisors**

Employees who wish to express milk during the work period shall keep directors informed of their needs so that appropriate accommodations can be made to satisfy the needs of both the employee and the company.

- **Maintenance of Milk Expression Areas**

Breastfeeding employees are responsible for keeping milk expression areas clean, using anti-microbial wipes to clean the pump and area around it. Employees are also responsible for keeping the general lactation room clean for the next user. This responsibility extends to both designated milk expression areas, as well as other areas where expressing milk will occur.

- **Milk Storage**

Employees should label all milk expressed with their name and date collected so it is not inadvertently confused with another employee's milk. Each employee is responsible for proper storage of her milk using company provided refrigerator or personal storage coolers.

- **Use of Break Times to Express Milk**

When more than one breastfeeding employee needs to use the designated lactation room, employees can use a sign-in log provided in the room to negotiate milk expression times that are most convenient or best meet their needs.