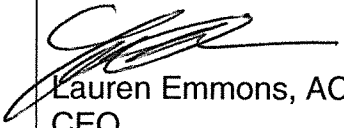


CHAPTER Human Resources	CHAPTER 05	SECTION 001	SUBJECT 200
SECTION Personnel		DESCRIPTION Lactating/Nursing Mothers	
WRITTEN BY Julie Cooley, MSA, Quality Improvement Coordinator	REVISED BY Amy Morrison, B.S. Human Resources Manager	AUTHORIZED BY  Lauren Emmons, ACSW CEO	

APPLICATION:

<input checked="" type="checkbox"/> CMH Staff	<input type="checkbox"/> Board Members	<input type="checkbox"/> Provider Network	<input checked="" type="checkbox"/> Employment Services Providers
<input type="checkbox"/> Employment Services Provider Agencies	<input checked="" type="checkbox"/> Independent Contractors	<input checked="" type="checkbox"/> Students	<input checked="" type="checkbox"/> Interns
<input checked="" type="checkbox"/> Volunteers	<input type="checkbox"/> Persons Served		

POLICY:

Lapeer County Community Mental Health (LCCMH) will follow the requirements outlined in the Affordable Care Act (ACA) for providing nursing mothers reasonable break times.

STANDARDS:

- A. Breastfeeding employees are allowed to breastfeed or express milk during work hours using their normal break and meal times. For time needed beyond the usual break times, employees may use personal leave or may make up the time as negotiated with their supervisors.
- B. A private room (not a restroom) will 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. If employees prefer, they may also breastfeed or express milk in their own private offices, or in other comfortable locations agreed upon in consultation with their supervisor.
- C. Expressed milk can be stored in company refrigerators/in designated refrigerators or other location/in employee's personal cooler.

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D. Employee Responsibilities:

1. Employees who wish to express milk during work period will keep their supervisor informed of their needs so appropriate accommodations can be made to satisfy the needs of both the employee and agency.
2. Breastfeeding employees are responsible for keeping milk expression areas clean.
3. Employees will label all milk expressed with their name and date collected. Each employee is responsible for proper storage of their milk.

REFERENCES:

Section 7 of the Fair Labor Standards Act of 1938 (29 U.S.C. 207)
The Patient Protection and Affordable Care Act

AM:lr