

OKLAHOMA STATE DEPARTMENT OF HEALTH
ADMINISTRATIVE PROCEDURES MANUAL

TITLE: Worksite Breastfeeding Policy Number: 1-35
Effective: August 2007
RESPONSIBLE SERVICE: Family Health Service New

APPROVED: _____
James M. Crutcher, M.D., M.P.H.
Commissioner of Health and
State Health Officer

OBJECTIVE: To inform employees of the benefits of breastfeeding, and provide a work environment supportive of breastfeeding when employees return to work.

The Oklahoma State Department of Health (OSDH) identifies breastfeeding as the normal method of nurturing infants and recognizes breastfeeding as fundamental in achieving optimal infant and child health, growth and development. Therefore, the Oklahoma State Department of Health encourages activities that promote, protect and support breastfeeding and the health of all Oklahoma children.

PROCEDURE: Because employees breastfeeding their infants need ongoing support in the worksite to provide breast milk for their babies, it is the policy of the Oklahoma State Department of Health that:

- **A positive environment supportive of breastfeeding is maintained, and breastfeeding promotion information is provided to employees.** A copy of the Worksite Breastfeeding Policy will be provided to all employees at new employee orientation. Breastfeeding information and resources will be readily available for employees. All work sites (Oklahoma State Department of Health and county health department) will display in locations accessed by employees and the public, positive messages supporting breastfeeding. (All worksites are strongly encouraged to provide a hospital grade breastpump for employee use.)
- **A “Back-To-Work” consultation is available for employees who plan to breastfeed and employees whose partner plans to breastfeed.** This consultation will provide information to promote a successful transition while continuing to breastfeed.
- **Employees shall be provided flexible breaks to accommodate breastfeeding or milk expression.** If the time exceeds normal time allowed for lunch and breaks, employees may be allowed to adjust working hours.

- **Employees are provided a place to breastfeed or express their milk.** Reasonable efforts are made to provide a private, secure, and sanitary room or other location (other than a restroom) in close proximity to the work area, where an employee can express her milk or breastfeed her child who may visit during work hours. The private room will include an electrical outlet to accommodate an electric breastpump, a comfortable chair, and access to a clean water source, soap and hand washing facility.
- **Employees are allowed to use an available refrigerator for safe storage of expressed milk.** Employees may use their own cooler packs to store expressed breast milk, or may store milk in a designated refrigerator/freezer. Employees will be required to provide their own containers, clearly labeled with name and date.
- ▼ **Supervisors will ensure that employees are aware of these workplace accommodations, and receive a copy of the Worksite Breastfeeding Policy and breastfeeding information, when they are informed of the employee's pregnancy.**

Employees who have questions concerning breastfeeding, or who may need breastfeeding support, may contact the Maternal and Child Health Service (MCH) 405-271-4480 or the Women, Infants and Children Service (WIC) 405-271-4676.