The University of Kansas School of Medicine-Wichita
Lactation Support Policy

Policy Statement

KU School of Medicine-Wichita (KUSM-W) is committed to creating and supporting a family-friendly environment for its employees, residents and students who have children, including nursing mothers who want to continue breastfeeding after they return from maternity leave. The University recognizes the health and emotional advantages of breastfeeding for mothers and infants, including fewer ear and respiratory infections, decreased risks of sudden infant death syndrome, fewer hospitalizations, greatly reduced intestinal illness, fewer allergies and reduced medical costs. The American Academy of Family Physicians, American Academy of Pediatrics and the World Health Organization all recommend breastfeeding for the first 6 months of life exclusively, and after that as part of a nutritious diet for at least the first year or two of life. For these reasons, KUSM-W supports the efforts of its employees, students and residents who wish to continue to provide breast milk to their infants through pumping after they return to work or school.

KUSM-W will strive to offer support and flexibility to nursing mothers who are faculty, staff, residents, trainees and students to express their breast milk during work hours and on campus, while still allowing them to maintain proper focus on the performance of their duties and/or studies.

Procedure

The following bullet points govern the usage of the School's Mothers' Room and Alternate Express Stations.

Locations

- Express Stations (lactation rooms) are identified below and are set up to support the expressing of breast milk in a private, pleasant and sanitary environment. Nursing mothers may be responsible for providing their own pumps and collection containers. In addition, nursing mothers who use the Mothers’ Room are required to schedule time to use the room via the EMS scheduling system (SOMW Lactation Room). If a nursing mother desires to store her milk temporarily in the refrigerator provided in the Mothers’ Room, she should label containers with the milk she expressed with her name and the date so the milk does not become confused with another employee’s breast milk.

- Locations
  1. The Mother’s Room is located on the first floor right next to Roberts Amphitheater.
  2. Alternate Express Stations are available on a first come, first served basis and do not require prior reservation.
     - Study rooms in the Farha Medical Library
     - Study rooms in the ASA student lounge
Reserving Mothers’ Room

Faculty, staff, residents, trainees, students and other authorized users must preplan use of the Mothers’ Room by sending an appointment to SOMW Lactation Room using the EMS scheduling system. Nursing mothers who anticipate becoming users of the Mothers’ Room should speak with Human Resources, 293-2615. Keys will be issued to users to ensure the room is locked and private at all times. Training will also be provided, as necessary, for users on how to reserve the Mothers’ Room. Alternate Express Stations do not require preplanning and are available on a first come, first served basis.

Supervisory Involvement

Nursing mothers are asked to advise their supervisors of the time needed away from work to express breast milk, to discuss any potential impacts to work duties during these anticipated absences, and to help ensure work is transferred appropriately prior to employees leaving their work areas, as may be necessary or appropriate. Nursing mothers may also be asked to record time spent away from their work area when leaving their department for the purpose of expressing breast milk.

Employee Classification Guidelines

**Nonexempt Employees:** For up to a one-year period of time following the birth or adoption of her child, KUSM-W will allow non-exempt, nursing mothers whose work day is normally eight or ten hours, up to three (3) additional, thirty minute unpaid breaks each day for the purpose of expressing breast milk while at work. Non-exempt employees who are nursing mothers may elect to use sick, vacation or compensatory time (if available) to be paid for these breaks. Non-exempt employees may use their unpaid lunch break for expressing breast milk as well. Any break that is less than 20 minutes shall be considered compensable time and will require no leave usage. If individual circumstances warrant, an employee may combine lactation breaks with paid or unpaid break times with the permission of the employee’s supervisor.

**Exempt Employees:** For up to a one-year period of time following the birth or adoption of her child, KUSM-W will allow exempt employees necessary and appropriate breaks for the purpose of expressing breast milk while at work. These breaks should be coordinated with and approved by an employee’s supervisor, as may be necessary or appropriate. Exempt employees who are nursing mothers shall not be required to utilize leave time to cover time spent expressing breast milk. Exempt employees may combine lactation breaks with their lunch period, at their discretion, and with the agreement of the employee’s supervisor.

Any questions may be directed to Human Resources, 293-2615. Effective March 1, 2012.