



OHIO WORKPLACE PLUS

Providing Lactation Upgrades and Support

My Lactation and Work Plan

When I return to work from my maternity leave, I want to be a good employee while also providing for my new baby. My healthcare providers have told me that breastfeeding my baby is one of the most important things I can do for our health. A clean, private space and a little extra break time to express milk for my baby during the workday will allow me to follow doctor’s advice and provide milk for my baby while we are apart. This helps our company by lowering healthcare costs and absenteeism. Providing space and time for nursing breaks for hourly workers is also required under the federal Fair Labor Standards Act.

Your support is important to me! These simple, temporary accommodations will make it easier for me to give my best to my baby and my company.

Return to Work: I would like to return to work gradually, if possible, so my baby and I can adjust to being apart. Some options we can discuss:

- Working part-time for a while
- Working from home
- Working a flexible schedule (e.g., taking Wednesdays off)
- Other ideas:

Time: I will need to express my milk every 2-3 hours at work for around 15-20 minutes each time, not counting time to get to the lactation area. I will use my usual breaks and my meal period. This accommodation is valuable to me. I will not abuse this time, and if more time than my usual break is needed, I am willing to:

- Come in early to make up the time
- Take unpaid time
- Stay later in the day to make up the time
- Other ideas:

Private Space: I will need a clean, private area where I can safely express my milk during these nursing breaks. A bathroom is not an appropriate place and is not allowed by law. The area should ideally be near my work station. A sink and refrigerator nearby is also ideal. The space needs to be large enough for a chair and a flat surface for the pump. I will/will not need electricity for my breast pump. Some options we can discuss:

- A small area not in use much that can be secured for privacy
- The private office of a coworker
- A conference/meeting room or break room
- Other ideas:
- The private office of a manager or supervisor

Support: Support from my supervisor and coworkers will help me feel relaxed and confident. Research shows this makes milk expression more efficient and increases employee loyalty, retention, and team building.

Education: I would like to participate in any breastfeeding or new parent classes or support group meetings held at my workplace. If my company contracts with a lactation consultant, I would like to use those services during my maternity leave and once I am back at work. I would also appreciate information on how to access a breast pump from our company insurance program.

Signature of Employer: _____ Date: _____

Signature of Employee: _____ Date: _____

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