



LOMA LINDA UNIVERSITY
ADVENTIST HEALTH SCIENCES CENTER

OPERATING POLICY

CATEGORY:	HUMAN RESOURCE MANAGEMENT	CODE:	1-25
SUBJECT:	LACTATION ACCOMMODATION	EFFECTIVE:	8/2012
		IMPLEMENTED:	8/2012
		REPLACES:	
		PAGE:	1 of 2

Loma Linda University Adventist Health Sciences Center (LLUAHSC) is committed to promoting a family friendly workplace environment which includes support for the practice of breastfeeding and expressing milk for infant children. Research has shown that breastfeeding provides significant health benefits for both the child and mother, and can prevent diseases and conditions that are costly and affect productivity.

Consistent with our commitment to wellness, and in compliance with state and federal requirements (California Labor Code § 1030 et seq. and the Patient Protection and Affordable Care Act, which amended the Fair Labor Standards Act, 29 U.S.C. § 207), it is the policy of LLUAHSC to provide employees and students with reasonable accommodations for their lactation needs. All LLUAHSC core entities shall adopt a lactation accommodation policy that incorporates the general principles outlined in this policy.

Accordingly, LLUAHSC shall ensure that students and employees requesting a lactation accommodation be provided with the following:

- **A Place To Express Milk**
The use of a room, other than a rest room, that is clean, private (with an inside lock), shielded from public view and free from public intrusion. The room shall have a comfortable chair and an electrical outlet, with nearby access to running water and soap. A conference room or private office can serve as an acceptable location. The location shall be close in proximity to the employee/student's worksite.
- **Milk Expression Breaks**
The employee/student shall be granted flexible and reasonable breaks using normal break periods and meal times to accommodate milk expression. For time that may be needed beyond the usual break periods, employee/student may use personal leave time or may make up the time as approved by her immediate supervisor to ensure that operations are not adversely affected.
- **Employee Responsibilities**
Employees/students who wish to express milk during work hours shall keep immediate supervisors informed of their needs so that appropriate accommodations can be made.
- **Staff Support**
Supervisors are responsible for alerting pregnant and breastfeeding employees about this policy and for facilitating the accommodation of each employee's infant feeding goals. It is expected that all

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employees will assist in providing a positive atmosphere of support for breastfeeding employees and students.

- **Accommodation Requests**

Requests for lactation accommodations may be made directly to the employee’s immediate supervisor or to Human Resources. Nursing mothers who feel they have been denied proper and appropriate accommodation within the first year of their infant’s life are encouraged to contact Administration, Human Resources, the Dean of their School, or the Office of Diversity.

Whenever possible, best practices in lactation accommodation are encouraged. Such additional features in lactation accommodation include but are not limited to: access to a sink and refrigerator (in which the expressed milk could be stored); provision of a telephone, footstool and table to hold the breast pump, disinfectant wipes, and educational reading materials for the mother.

The lactation accommodation policy shall be communicated to all current employees and included in the employee handbook and onboarding orientation training. Information about lactation support shall also be made known to employees and students prior to their maternity leave.

APPROVED: LLUAHSC President’s Council – August 14, 2012

APPROVED:

Senior Vice President, Human Resource Management

Date

President/CEO

Date

Corporate Secretary

Date