# Lactation Program Assessment Form

<table>
<thead>
<tr>
<th><strong>Human Resources</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of employed women of childbearing age (16-44)</td>
</tr>
<tr>
<td>Percent of female employees employed full-time</td>
</tr>
<tr>
<td>Number of male employees ages 16-44</td>
</tr>
<tr>
<td>Number of pregnancies among employees annually</td>
</tr>
<tr>
<td>Breastfeeding rates of employees (if known)</td>
</tr>
<tr>
<td>Current turnover rate among women who take maternity leave</td>
</tr>
<tr>
<td>Current rates of absenteeism among new mothers and fathers</td>
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<thead>
<tr>
<th><strong>Company Policies</strong></th>
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<tr>
<td>What existing policies provide support services for breastfeeding employees?</td>
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What is the company's maternity leave policy? Does the company provide FMLA or Disability Insurance for maternity leave?

What policies allow for a gradual return to work following maternity leave?

- [ ] Part-time employment
- [ ] Job-sharing
- [ ] Telecommuting
- [ ] Flextime
- [ ] Other __________________________


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<tr>
<th>Question</th>
<th>Option</th>
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<tr>
<td>What break policies could be adapted to allow for milk expression breaks?</td>
<td></td>
</tr>
<tr>
<td>What new policies would need to be developed to provide for lactation support?</td>
<td></td>
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<tr>
<td><strong>Program Components</strong></td>
<td></td>
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</tbody>
</table>
| What department could likely serve as the administrative home for the lactation support program? | Wellness division  
Employee health unit  
Human Resources  
Personnel  
Other_________________________ |
| What funding is available to support a lactation support program?        |                                                                                          |
| What realistic options do women currently have for expressing milk during the work period in privacy (other than a toilet stall)? | Personal office  
Office of another employee  
Designated lactation room  
Other space |
| If no designated lactation room exists, what options might be available for a space with an electrical outlet that can be locked? | Unused office space  
Closet or other small space  
A room created within another space  
Other_________________________ |
| What type of breast pump equipment do breastfeeding employees currently receive? | None - employees use their own breast pump equipment  
Company purchases hospital-grade electric breast pumps  
Company rents hospital-grade electric breast pumps  
Company provides/subsidizes portable personal use pumps |
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| Where do employees currently store breast milk that they express during the work hours? |   - Employee provided cooler pack  
   - Company provided cooler pack  
   - Small refrigerator designated for breast milk storage  
   - Public shared refrigerator  
   - Unknown                                                                               |
| What educational materials are currently available for pregnant and breastfeeding employees? |   - Prenatal/postpartum classes  
   - Pamphlets  
   - Books  
   - Videos  
   - Company Web site  
   - Information about community resources  
   - Other                                                                                 |
| What community resources are available to assist in developing a lactation support program and/or to provide direct services to breastfeeding employees? |   - Hospital or private clinic nurses  
   - Lactation consultants at the hospital or in private practice  
   - WIC program  
   - La Leche League group  
   - Local breastfeeding coalition  
   - Other groups                                                                         |
| What in-house promotion options are available?                          |   - Company newsletter  
   - Memos/emails  
   - Company Web site  
   - Employee health fair  
   - Other                                                                                 |