

Breastfeeding Support and Resources for New Mothers:

A Recommendation of the University Staff Advisory Council

In conjunction with the Margaret Cuninggim Women's Center and Vandy Moms Group

Overview of this proposal: This proposal seeks to address the needs of breastfeeding mothers in the workforce at Vanderbilt and the provision of space for expressing breast milk. After a review of current supports in place for mothers at Vanderbilt and an evaluation of our peer institutions, we will make a recommendation to the Vanderbilt Administration and Human Resources.

What: Vanderbilt University currently has 14 established lactation spaces available for new mothers; however, all of these locations are located at the Vanderbilt University Medical Center. New mothers, who have made the choice to breastfeed but also wish to return to work or school, need lactation spaces that are easily accessible and nearby. Additionally, more centralized support and resources are needed for new parents.

Impact: The CDC Guide to Breastfeeding Interventions states that mothers are the fastest-growing segment of the U.S. labor force with approximately 70% of employed mothers who work full-time parenting children younger than three.[ii] One-third of these mothers return to work within three months after the birth of their children and two-thirds return within six months.[iii] Employers who provide corporate lactation programs reap many benefits. Several studies have shown that support for lactation at work benefits individual families as well as employers through:

- improved productivity and staff loyalty
- enhanced public image of the employer
- decreased absenteeism (half the number of one day absences)
- decreased healthcare costs (three times less for breastfeeding employees)
- decreased employee turnover (86-92% of breastfeeding employees returning to work after childbirth when a lactation support program is provided compared to the national average of 59%)

Why we are addressing this issue:

1. Breastfeeding mothers need lactation space within hours of their return to work after maternity leave. She cannot wait a few hours or a few days to find a space or she risks losing her breast milk supply, sabotaging a successful breastfeeding relationship with her infant.
2. In light of the Patient Protection and Affordable Care Act (which is also in accordance with Vanderbilt policy) that was signed into law by President Obama in March of 2010, lactation space should be “a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers... and be in close proximity to the working area.”[i]
 - a. The Education Advisory Board released a brief in February of 2010 that surveyed several academic institutions and the implications of the Patient Protection and Affordable Care Act (PPACA). Of the nine institutions surveyed, all but one had complied with PPACA. What is important to note is that, when asked if space utilization was a concern (all universities had originally thought this would be an issue), they were surprised to find that it was not at all a problem. One university stated, “Finding space was a lot easier than I thought it would be. I expected pushback on the use of space; I thought we would have pushback from males on female issues; I thought we would have some sensitivity issues with women having to go get keys for the rooms. While those issues may have arisen, they have not bubbled up to HR.”[iv]
3. With the initiation of the new “Breastfeeding Welcome Here” campaign being coordinated by the Margaret Cuninggim Women Center’s in conjunction with NashVitality (<http://www.nashvitality.org/healthy/at-work/breastfeeding.aspx>) and the Monroe Carroll Jr. Children’s Hospital at Vanderbilt’s investment in becoming a “Baby Friendly Hospital” (<http://www.babyfriendlyusa.org/>), this issue is receiving increased awareness. (See **Appendix B** for more information on the Vanderbilt “Breastfeeding Welcome Here” campaign).

Insufficiency/Problems with Current Structure:

1. **Designated lactation spaces are not available on campus:** After reviewing a list on the Human Resources website (<http://hr.vanderbilt.edu/policies/documents/NursingBreakLocationsByDept.pdf>), few of the spaces on the list are actually designated specifically for lactation only. Most are empty offices that can be used on an as-needed basis. Departmental contacts are provided to help new mothers find appropriate space.
2. **Officially designated spaces are mostly on the medical side:** For many women, walking to one of the 14 identified Medical Center lactation spaces is not a feasible option. Women in university central have few options, even when considering those offices that are available for use for lactation but may also be used for other purposes (i.e. a conference room).
3. **The information provided is difficult to find:** The current language used on the Vanderbilt HR website is not intuitive and makes finding information about breastfeeding difficult. (For example, the current use of “nursing breaks” as the title for a list of lactation spaces implies a list of locations for work breaks for nursing staff in the medical center.)
 1. The Health and Wellness division of Human Resources provides the resource, Baby’s Best Start (<http://healthandwellness.vanderbilt.edu/news/2011/09/babys-best-start/>). The information provided is a great start, but incomplete. The connection within Human Resources needs to be enhanced with links from policies to resources.
 2. The current list on the website is not well maintained. Many department contacts are not aware of their role as the contact. Some of the spaces are no longer available for use. The list should be updated regularly. (See **Appendix D** for our research of the current available space).
 3. There needs to be a better means to share information between departments in shared spaces. For example, in Crystal Terraces, there is a dedicated breastfeeding space. This space should be made known to Vanderbilt employees in each department housed in that building.
4. **Lack of guidance for new mothers:** Mothers who are returning from leave are given no guidance on the availability of these resources. It is not built in to other documents regarding parental leave.
5. **Lack of guidance for administrators assisting new mothers:** Many administrators on campus do not know how to support a breastfeeding mother, and there is nowhere for administrators to go to find out how to support breastfeeding mothers. Without support from her department administrators, a breastfeeding mother is left to find support on her own, “through the grapevine”.

Who has been involved:

- Anna Thomas, Vice President/President-Elect of the University Staff Advisory Council
- Carol Huber, R.N., BS, IBCLC, Lactation Consultant at the Monroe Carol Jr. Children’s Hospital at Vanderbilt
- Kayce Matthews, Associate Director of the Margaret Cuninggim Women’s Center
- Katie Garcia, Program Coordinator at the Margaret Cuninggim Women’s Center
- Amy Kendall, Vandy Moms Group Founder
- Melissa Smith, Vandy Moms Group Participant
- Natalie Thornburg, Vandy Moms Group Participant
- Marilyn Holmes, Health & Wellness
- Stacey Bonner, Health & Wellness
- Stacey Kendrick, Health & Wellness and University Staff Advisory Council member

Recommendations:

The following recommendations are made to the Vanderbilt Administration and Human Resources department:

- I. **Standardized Terminology:** Though there are many words associated with breastfeeding including “nursing mother” or “lactation”, the University Staff Advisory Council supports the use of the term “breastfeeding” which is the preferred terminology at local, state, and federal government levels.

II. Review of the current HR policy for “breaks for nursing mothers”: The policy should be evaluated to ensure protection of the mother’s right to take unpaid time to express breast milk. As various managers’ interpretations of policies can differ, the policy should be stated as clearly and explicitly as possible.

III. Dedicated Breastfeeding Spaces on Campus:

- a. In order to align with peer institutions, the ideal goal would be to provide 12-16 dedicated spaces on campus within a 5-10 min walk of any employee’s working space (the policy at Duke, Cornell, and Yale Universities). A plan should be implemented for reserving the space and gaining access to the space.
 - i. See **Appendix E** for proposed campus “zones” based on current plant operations maintenance zones.
- b. Since space is at a premium, current “multipurpose” spaces could be outfitted to serve as breastfeeding spaces as well as spaces for other purposes.
- c. Additionally, the university would make a commitment to providing spaces in new construction on campus.

IV. Centrality of resources for new mothers: We recommend a central website for access to all Vanderbilt resources for new parents. We recommend the following information be included under the Health & Wellness category (<http://healthandwellness.vanderbilt.edu/>) of Human Resources. Information should also be disseminated to new employees through the New Employee Handbook and new staff orientation.

- a. *The information should be searchable on the HR website under a variety of terms: lactation, nursing, breastfeeding for ease of access. The connection between Health and Wellness and HR needs to be more clearly established with the ability to connect information between the two sites.*
- b. **Resources for managers** to help their employees locate a space for breastfeeding should also be included.
- c. See **Appendix A** for a list of proposed contents for this resource page.

Hoped for/ Positive Outcome Result: A culture of support for breastfeeding mothers on campus. While it would be optimal to have designated lactation spaces across the institution, the Breastfeeding Welcomed Here campaign will create an interim solution to finding innovative family-friendly solutions that further positions Vanderbilt’s reputation as a truly great place to work. We hope that the Vanderbilt Administration and Human Resources department will more formally support breastfeeding in conjunction with this grassroots effort underway. More concretely, Human Resources should also expect measurable outcomes such as reduced absences, increases in the number of mothers returning to work, reduced healthcare costs, etc.

^[i] Education Advisory Board, *Providing Lactation Rooms on Campus: Implications of the Patient Protection and Affordable Care Act*, February 2010

^[ii] United States Department of Health, *The CDC Guide to Breastfeeding Interventions: Support for Breastfeeding in the Workplace*, 2005

^[iii] Ibid

^[iv] Education Advisory Board, *Providing Lactation Rooms on Campus: Implications of the Patient Protection and Affordable Care Act*, February 2010

Appendix A: Proposed content for a central resources page for new parents.

* We recommend the following information be included under the Health & Wellness category (<http://healthandwellness.vanderbilt.edu/>) of Human Resources.

- d. FMLA information
 - i. Additionally, a link to this centralized website should be included in the FMLA email that is currently sent to expectant mothers.
- e. Short-term disability information
- f. Information about adding a child to your health policy
- g. *A statement of affirmation about breastfeeding.*
- h. Breastfeeding Information and resources.
 - i. A list of lactation spaces that is *updated regularly*. A system should be put in place to periodically review the list of departmental contacts.
 - 1. Health & Wellness, a division of Human Resources has volunteered to maintain this list.
 - 2. Additionally, the Women’s Center plans to maintain a list of offices that take the “Breastfeeding Welcome Here” pledge.
 - ii. Links to support resources
 - 1. Margaret Cuninggim Women’s Center (<http://www.vanderbilt.edu/WomensCenter/>)
 - 2. Vandy Mom’s Group (<http://www.facebook.com/pages/Vandy-Moms/124938441985>)
 - 3. Lactation Consultants, Women’s Education and Lactation Center (<http://www.childrenshospital.vanderbilt.org/welc>)
 - iii. Information on how to discuss breastfeeding with your manager
 - 1. Data suggests that the best time to think about breastfeeding is before the baby arrives, when the mother is still in the planning stage. Mothers need to plan space to express milk before returning to campus since they will likely need to make use of such a space within a few hours of returning to work.
 - 2. See **Appendix C** for a guide for new mothers.
- i. **Resources for managers** to help their employees locate a space for breastfeeding
 - i. *This should also be added to the Manager’s Toolbox.*
 - ii. *Any policy changes should be communicated to managers in order to ensure that all managers understand their role and responsibilities is supporting breastfeeding mothers.*
 - 1. The HR policy on “unpaid time for nursing breaks” should be updated to reflect new terminology (breastfeeding). It should be clearly communicated to all managers, so that the policy is implemented consistently and fairly across the university.
 - 2. Managers should discuss with employees the frequency and duration of time needed for breastfeeding breaks as it may differ based on each mother’s needs.
- j. Daycare options
 - i. Sitter Service (<http://healthandwellness.vanderbilt.edu/news/2011/09/vanderbilt-sitter-service/>)
 - ii. Vanderbilt Child and Family Center (<http://healthandwellness.vanderbilt.edu/child-family-center/>)
 - iii. Parents in a Pinch Backup Childcare (<http://healthandwellness.vanderbilt.edu/news/2011/09/parents-in-a-pinch-back-up-childcare/>)
 - iv. Etc.

Appendix B: Vanderbilt Breastfeeding Welcomed Here Campaign Information

“Breastfeeding Welcomed Here” Information Sheet

Breastfeeding moms need our support to make a successful transition back to work. By taking the “**Breastfeeding Welcomed Here**” pledge, you will be agreeing to **provide a friendly environment** for breastfeeding mothers – meeting them with a welcoming attitude and providing private space for them to nurse or pump without the concern of interruption.

Tennessee Law (TCA 68-58-101)

Tennessee Law permits a mother to breastfeed in any location, public or private, where the mother is authorized to be, and prohibits local governments from criminalizing or restricting breastfeeding. It also specifies that the act of breastfeeding shall not be considered public indecency as defined by § 39-13-511, or nudity, obscene, or sexual conduct as defined in § 39-17-901. (HB 3582)

Vanderbilt Policy

Vanderbilt University policy states, “Reasonable break periods will be provided for a nursing mother to express breast milk for her child for one (1) year after the child’s birth. Designated locations, other than restrooms, shielded from public view and free from intrusion from coworkers and the public will be provided for the breaks. The breaks will need to be documented and reported as non-worked time. Nursing mothers requiring nursing breaks should make the request to the immediate supervisor or manager and communicate the frequency and duration of the breaks.¹”

“Breastfeeding Welcomed Here” Background

Breastfeeding Welcomed Here is a partnership between the Margaret Cuninggim Women’s Center, Health Plus, and the NashVitality campaign, an organization that celebrates and promotes efforts that make the healthy choice an easy choice for all of Nashville.

Breastfeeding Welcomed Here highlights departments, offices, and individual staff members that welcome and support breastfeeding moms and is a part of a campus-wide initiative to make Vanderbilt University a family-friendly community.

This initiative aims to allow new mothers to be more at ease when returning to work by allowing departments, offices and Individual staff members to display their commitment through a pledge, and a clearly visible window decal.

¹ Vanderbilt University, Vanderbilt University Nursing Policy; <http://hr.vanderbilt.edu/policies/HR-030.php>

Frequently Asked Questions

Why is this campaign necessary?

It's the law. Additionally, many mothers are afraid to breastfeed or pump at work because of a lack of societal support. In addition, sometimes these conversations are hard to have. The problem is big enough that it keeps many from breastfeeding at all, or causes them to end their breastfeeding relationship before the minimum guidelines suggested by the American Academy of Pediatrics.

What are the benefits of breastfeeding?

Women who breastfeed have a lower risk of getting breast and ovarian cancer, and other babies are less likely to develop numerous conditions -- from earaches to diabetes.

In addition, several studies have shown that support for lactation at work benefits individual families as well as employers via improved productivity and staff loyalty; enhanced public image of the employer; and decreased absenteeism (up to half the number of one day absences), healthcare costs (up to three times less for breastfeeding employees), and employee turnover (86-92 percent of breastfeeding employees returning to work after childbirth when a lactation support program is provided compared to the national average of 59 percent²).

What is the difference between a "Breastfeeding Welcomed Here" space and a Lactation room?

The "Breastfeeding Welcomed Here" campaign utilizes the space already available without the need to create anything new (though it doesn't discourage the construction of lactation rooms where possible). By signing the pledge to be a welcoming space, you agree that a new mother can use an empty office, conference room, or maybe even a couch in your waiting area.

Lactation rooms are available for use in the Vanderbilt University Medical Center. To be considered a lactation room, specific features must be available in that space (rocker, outlet, access to a sink, etc.). For a complete list of lactation rooms available at Vanderbilt, please visit Baby's Best Start (<http://healthandwellness.vanderbilt.edu/news/2011/09/babys-best-start/>).

How do I get involved?

Please visit the Margaret Cuninggim Women's Center's website (link located above) and fill out our inquiry form.

² United States Department of Health, *The CDC Guide to Breastfeeding Interventions: Support for Breastfeeding in the Workplace*, 2005

Breastfeeding: Returning to Work at Vanderbilt

Created by Carol Huber, Lactation Consultant
Women's Education and Lactation Center



Breastfeeding is good business! The investment in creating a supportive environment for breastfeeding employees will be an investment with many returns. Studies show that employers that support

breastfeeding employees have:

- Less absenteeism
- Lower employee turnover
- Increased productivity
- Increased employee loyalty
- Lowered health care costs

Use this guide to help you as you navigate your way through returning to work and getting your baby off to the best start by breastfeeding.

Legislation to Protect Breastfeeding Mothers in the Workplace

The Patient Protection and Affordable Care Act:

Effective March 23, 2010, the Patient Protection and Affordable Care Act amended the FLSA to require employers to provide a nursing mother reasonable break time to express breast milk after the birth of her child. The amendment also requires that employers provide a place for an employee to express breast milk.

Section 7 of the Fair Labor Standards Act of 1938 (29 U.S.C. 207) is amended by adding at the end the following:

- (r)(1) An employer shall provide—
 - A. a reasonable break time for an employee to express breast milk for her nursing child for 1 year after the child’s birth each time such employee has need to express the milk; and
 - B. a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, which may be used by an employee to express breast milk.
- (2) An employer shall not be required to compensate an employee receiving reasonable break time under paragraph (1) for any work time spent for such purpose.
- (3) An employer that employs less than 50 employees shall not be subject to the requirements of this subsection, if such requirements would impose an undue hardship by causing the employer significant difficulty or expense when considered in relation to the size, financial resources, nature, or structure of the employer’s business.
- (4) Nothing in this subsection shall preempt a State law that provides greater protections to employees than the protections provided for under this subsection.

Tennessee Laws regarding breastfeeding in the workplace

Tenn. Code Ann. § 50-1-305

- (a) An employer shall provide reasonable unpaid break time each day to an employee who needs to express breast milk for her infant child. The break time shall, if possible, run concurrently with any break time already provided to the employee. An employer shall not be required to provide break time under this section if to do so would unduly disrupt the operations of the employer.
- (b) The employer shall make reasonable efforts to provide a room or other location in close proximity to the work area, other than a toilet stall, where the employee can express her breast milk in privacy. The employer shall be held harmless if reasonable effort has been made to comply with this subsection.
- (c) For the purposes of this section, “employer” means a person or entity that employs one (1) or more employees and includes the state and its political subdivisions.

Before Baby Comes:

Pregnancy is the best time to prepare for breastfeeding and returning to work.

1. Educate yourself.

- A. **Attend prenatal classes** available at your hospital, WIC clinic, or private physician clinic. Check out the breastfeeding classes offered at Vanderbilt at <http://www.childrenshospital.vanderbilt.org/interior.php?mid=547> and <http://healthandwellness.vanderbilt.edu/news/2011/09/babies-and-you/>
- B. **Get a good breastfeeding book.**
- C. **Talk with others** who have successfully breastfed and returned to work.

2. Talk to your manager about pumping and returning to work:

It is a good idea to talk to your manager about pumping and returning to work before you have your baby. This will give you peace of mind as you prepare your return to work. Most managers are happy to provide the support you need, as long as they know what your needs are and how important it is for you to have their support. Schedule a meeting with your manager to discuss the following:

A. Discuss why breastfeeding is important to you and your baby.

Breastfeeding is the healthiest choice for your baby, resulting in fewer illnesses, infections, and lowering the risk of childhood obesity. It also helps mothers to recover from delivery, and may reduce the risk of breast, ovarian and other cancers. In February of 2012, the American Academy of Pediatrics reaffirmed its recommendation of exclusive breastfeeding for about 6 months, followed by continued breastfeeding as complementary foods are introduced, with continuation of breastfeeding for 1 year or longer as mutually desired by mother and infant.

B. Discuss the benefits for your department.

Employees are less likely to miss work to take care of a sick baby because the baby is healthier. (This is true for moms and dads.) Health care costs are lower since both baby and mother are healthier. Employees who receive support for breastfeeding are happier and more productive.

C. **Discuss what your basic needs will be when you are pumping.** Explain your basic needs for privacy (not in a toilet stall) and flexible breaks to express milk. You need to express milk about two to three times during an 8-hour shift to relieve breast fullness and to maintain your milk supply. Pumping takes around 15 minutes (plus time to get to and from a place to pump). Explain that you are committed to keeping the milk expression area clean when you are through, storing your milk properly, and not taking longer than necessary for pumping breaks.

D. **Be a team member.** Be sensitive to the issues that are important to your department, and show how supporting your efforts to breastfeed can help both of you accomplish your goals.

E. **Show your gratitude.** Be sure to show your appreciation for efforts made by your supervisor to support your breastfeeding.

After Baby Comes:

During the First Weeks:

1. Put your baby to the breast within the first hour after birth, and at least 8-12 times every 24 hours. This will help you establish a good milk supply for when you return to work.
Remember:
 - ❖ The first milk you have (colostrum) is packed with antibodies that help protect your baby from illness.
 - ❖ Your milk is perfect for your baby's needs! Your baby's stomach is very small at first (the size of a large marble) and only holds 1-2 teaspoons, so the baby doesn't need much! Between days 2-5 your body will begin making more milk.
2. Get the phone number for someone that you can call for questions or assistance with breastfeeding after you get home from the hospital.
3. Spend the first few weeks after you get home from the hospital learning how to breastfeed and enjoying your baby. Make time to rest 20-30 minutes every few hours. Housework can wait or be taken on by other family and friends.
4. Watch for signs that your baby is getting plenty of milk. By day 5, baby should have at least six to eight wet diapers and three to four yellow, seedy stools every 24 hours.
5. Avoid using bottles or pacifiers for the first 3-4 weeks as this may decrease milk supply.
6. If you and your baby need to be apart, you can express your milk manually or with a breast pump to keep up your milk supply, and refrigerate or freeze your milk to give to your baby later.

During your Maternity Leave:

1. Take as many weeks off as you can. Ideally, at least 6 weeks helps you recover from childbirth and establish strong breastfeeding techniques. Twelve weeks is even better.
2. Practice expressing your milk by hand or with a quality breast pump, and freeze 1-2 ounces at a time to save for your baby after you return to work. This also helps you build a greater milk supply. Pick times of the day when you seem to have the most milk. For many women, this is early in the morning. Some women express milk during or after their baby nurses since the milk has already "let down" and flows easily.
3. When freezing breastmilk, you can use plastic bottles or bags designed for breastmilk storage. Remember that when freezing, the milk expands, so allow a little room at the top. Write your baby's name, the time and date on the container so that you can use the oldest milk first.
4. Be patient with yourself. It takes time for both you and your baby to adjust to your new lives together.
5. Follow your baby's cues for when and how long to breastfeed, and enjoy this special time together!

Appendix D: Breastfeeding Space and Contact List Research Findings

Department	Contact Person	Phone	Email	Location	Notes
Clinical Departments (Norma)					
Basic Science Departments (Natalie)					
Biochemistry	Marlene Jayne	2-3315	marlene.jayne@vanderbilt.edu	622A LH--would prefer this this space not be published	Available to non-biochemistry users but center closes at 5:00 and they would prefer only their dept is selected individuals, do not publish, desk, radio, chair nice quiet space
Biomedical Informatics	Elizabeth Brown	6-4241	elizabeth.a.brown@vanderbilt.edu	Eskind library conference room	Temporary
Biostatistics	Linda Stewart	6-1009	linda.stewart@vanderbilt.edu	provided a listing all all nursing break locations by dept	Provided a listing a nursing break locations by dept--but they don't actually have a space of their own
Cancer Biology	Vanessa Hill	3-7975	vanessa.hill@vanderbilt.edu	715 PRB	
Cell and Developmental Bio	Jim Slater	3-4905	Jim.slater@vanderbilt.edu	3117 MRB III	Rocking chair, locks from inside only- available to anyone who needs it
Microbiology					Mark Hughes gone - department merged with Pathology
Molecular Physiology	Joyce Randolph	2-7036	joyce.a.randolph@vanderbilt.edu	None	No space - use biochemistry's
Pharmacology	Elaine Brown		elaine.brown@Vanderbilt.Edu	461 PRB	Empty office - Temporary, can accommodate when notified by one of their employees
Preventive Medicine	Debbie Varnell	3-4093	debbie.varnell@Vanderbilt.Edu	2645 Village at Vanderbilt	this space is a conference room, table and chairs
Centers and Institutes (Katie & ?)					
Biomedical Research Ed and Training	Ellen Carter	3-7252	ellen.carter@vanderbilt.edu	None	Nothing in Light Hall, staff would need to walk to Med Center
Center for Biomedical Ethics & Society	Stephanie Smotherman	6-5690	stephanie.haraway@vanderbilt.edu	None	Nothing in their area (Now Stephanie Haraway)
Center for Human Genetics Research				Break Room in 1175 of Light Hall	break room--locking door with signage
Center for Molecular Neuroscience	Mary Michael-Woolman	6-0273	mary.michael@vanderbilt.edu	Room 2123 MRB III	room still available
Center for PT& Professional Adv.	Keith Rawlings	6-1155	keith.rawlings@vanderbilt.edu	405 Oxford House	NO Response via email or phone
Center for Stem Biology				Room 9451C	?

Center for Structural Biology	Jessica Greer	6-2209	jessica.greer@vanderbilt.edu	5144C MRB III	Jessica needs to be added to contact list
Diabetes Center	Alisa Escue	2-2397	alisa.k.escue@vanderbilt.edu	622A Light Hall	they share this space with Biochemistry
General Internal Medicine	Ron Jannetta	6-1008	ron.jannetta@vanderbilt.edu	out of the office 6/4/12 not available to confirm	2525 8th floor room, 8118; MCE Room 6071, North Tower-contact invalid
Genetic Medicine	Shelley Meredith	6-1947	sarah.meredith@vanderbilt.edu	not able to confirm { 5/30/12 dt}	We currently have an office that is not used by a faculty member but is used as a general purpose room. We had two people who were able to use for breast feeding. If this was not acceptable to either person, I offered to investigate other options. From what I understand, the child care provided by Vanderbilt also has resources that can be used so this never really became an issue.
Institute for Chemical Bio	Anne Lara	2-0907	anne.b.lara@vanderbilt.edu	nothing formally available	Will accommodate when needed but only for their own staff
Institute for Global Health	Donald Lee	3-8264	donald.lee@vanderbilt.edu	will call back to identified the space {5/29/12 dt}	We have a room identified for privacy for any mothers wanting to breastfeed.
Kennedy Center	Tim Stafford	2-8233	tim.stafford@vanderbilt.edu	Room 410 MRL	will have to find a new room, no window on door for privacy with desk and chair but will be assigning a staff member and then will identify a new space
Mass Spectrometry	Maureen Casey	3-9207	maureen.casey@vanderbilt.edu		We have an empty office here on the 9th floor of MRB III that breastfeeding mothers may utilize. The door locks and has blinds for privacy. Right now we do not have anyone in our area needing these services but they are available for anyone in MRB III who may need it. I have the key or one of our other admin folks, Loretta Stanford or Lamar Dixon, can get them entry.
Office of Research Program for Vaccine Sciences Admin	Jeannine Courtney	3-0415	jeannine.courtney@vanderbilt.edu	Room B3307 MCN and Room S0116A	We don't have a dedicated spot, but will make sure to arrange if there is a need for our staff.
Translational Research Operation	Cheryl Wiggins	2-3287/3-7274	cheryl.wiggins@vanderbilt.edu	Storage room with lock marked "lactation room"	table and chair in room and will lock from the inside--have actually had a sign made with lactation room on it

VU Institute of Imaging Science (VUIIS)	Nancy Hagens/Mike Dillon	2-8359, 5-5896	nancy.m.hargans@vanderbilt.edu or michael.dillon@vanderbilt.edu		Room AA0115 MCN is available for this use. It contains a comfortable chair, a sink is available and the door locks for privacy.-add room to list.
University (Amy & Anna)					
A&S	Ginger Hitts	2-2845	ginger.hitts@vanderbilt.edu	not a designated room but could identify	forwarded her message to HR on subject to me; Employees can discuss their needs with their immediate supervisor. The supervisor will find a suitable location within the department or the building the employee works in or will contact me for assistance. If for any reason an employee is not able to work this out directly with their supervisor then I am happy to assist
Admissions--Undergraduate	Claudia Moore	6-2811	claudia.moore@vanderbilt.edu	could identify a room for their employees	explained that a room could be identified but their will not be a designated room until she and the Director speak and discuss--they would find a suitable place if one of their employees was in need
Athletics/Student Rec	Brock Williams	3-9946	brock.williams@vanderbilt.edu		We have locker rooms and rest rooms where convenient seating is available for lactating mothers.
Blair	Norma Gandy	2-7660	norma.gandy@vanderbilt.edu		no designated space; Unfortunately, we do not have the luxury of unused space at the Blair School that can be dedicated and reserved for lactation only. However, we can find an appropriate accommodations at Blair for nursing mothers on as needed basis. Other contact is: Darlene Bethke, 2-4208
DAR	Lindi Baird	3-3116	lindi.baird@vanderbilt.edu		several offices available around campus +2525 space; We do arrange for breastfeeding mothers to use an office with a door when they need one. If they don't lock the door for privacy, they place a "Do Not Disturb" sign on it. Because we are located throughout the campus, we have had several different offices available at

					various times. Additionally, our ladies located at 2525 West End, have utilized the ladies room on the 2nd floor that has accommodations for lactating mothers.
Dean of Students	Chris Reed or Jordan Carnell	3-0371	chris.reed@vanderbilt.edu/jordan.carnell@vanderbilt.edu	236 Student Life Center	referred me to MCWC website; Sarratt Student Center, Student Life Center, and the Commons Center can and are prepared to provide spaces on a request basis. There is a desk, chairs, a computer
Divinity	Marie McEntire	3-3966	marie.mcentire@vanderbilt.edu	137 Divinity school--come to 113 to receive key	room that can be locked and a sign for "Do Not Disturb", the mother asks for the key to the room
Dorms (OHARE)	Ann Nielson	2-2965	ann.j.nielson@vanderbilt.edu	1107b Branscomb Quad	back part library, door locks from the inside, table and chairs and a bathroom specifically available, too
Engineering	Janiece Harrison	2-1722	janiece.harrison@vanderbilt.edu	will identify	Engineering occupies four buildings included one located off campus. Our plan is to identify the appropriate space as needed on a case-by-case basis. We understand that we must provide "a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public."
General Library	Lisa Shipman	2-7113	lisa.shipman@vanderbilt.edu	Room 109BA	Designated Room 109BA as an option for breastfeeding mothers. This room has slatted swinging doors, which covers a good portion of the door opening and allows for privacy. There is a bed/cot and a chair in there.
Human Resources	Molly Hopkins-Hutchinson	2-4979	molly.hopkins@vanderbilt.edu	no answer or voice mail, unable to verify {5/30/12 dt}	We do not have a room available for this purpose in HR. On the rare occasion there may be a need for this by a class/workshop attendee, the training area facilitator would offer a supply area that locked or perhaps if there was an available private office they might use that. This person did not know they were the HR contact.

					we do attempt to provide a lactation space for law students. While the space we've had for students has never been used for staff in the past, I imagine that would be possible, although staff would have to share the space and coordinate with our students in order to do so. (In the past when we've had multiple students with this need, they have been advised to communicate with one another about setting up some sort of schedule, and each was provided a key for the space). If we ended up with too many new mothers at one time, we'd need to identify an additional space, but that has not been a problem thus far.
Law	Sue Ann Scott	2-0027	sue.ann.scott@vanderbilt.edu		
OGSM	Sybil L'heureux	2-2223	sybil.lheureux@vanderbilt.edu	we find an empty faculty office or could use a conf rm	Right now we do not have any nursing mothers but when we do, I try to find an empty office or someplace private they can go. It is not always the same place each year but I have managed to take care of them as their needs arrive.
Health Plus	Donna Tidwell	3-2734	donna.s.tidwell@vanderbilt.edu	we have locker rooms but could also identify private	could private space if asked
Susan Gray School	Michelle Wyatt	2-8466	michelle.wyatt@vanderbilt.edu	Hobbs-423, Payne 104, Mayborn, 206D, Spec. Ed. 315	We have a few small offices that are not used on a daily basis where Mothers could come.
Traffic and Parking	Doris Bell	3-1367	doris.bell@vanderbilt.edu	Conf Room	if necessary this has a table and chairs in it but there would probably not be a need for our department
VUPD	Lt. Rochelle Waddell	22745		Suite 2A Conf Room	left her a message-- out of office 6/4/12

Appendix E: Proposed Lactation Rooms by Campus "Zones"

Key:

- **Red** are locations with existing lactation rooms
- **Purple** are locations that will secure a room upon request

Vanderbilt Breastfeeding/Lactation Space Zones

June 30, 2012

ZONE 1	ZONE 2	ZONE 3	ZONE 4	ZONE 5	ZONE 6	ZONE 7
Lower Peabody	Upper Peabody	Kirkland Area	Sarratt Area	Engineering Area	SIC Area	Athletic Area
<ul style="list-style-type: none"> • Commons Center • Hill Center • PB Maintenance • Maintenance Shop • VIPPS • Stallworth Child Care • Infant Care • Home Economics • 1208 18th • 1202 18th • Kennedy Center/MRL • Susan Gray School 	<ul style="list-style-type: none"> • Mayborn • Payne • Peabody Library • Jessup Psychology • Hobbs HDL • Wyatt Center • Cohen Memorial • Peabody Admin • Village at Vanderbilt - Preventive Medicine 	<ul style="list-style-type: none"> • Alumni Hall • Kirkland Hall • Neely Auditorium • Benson Old Central • Calhoun Hall • Furman Hall • Wilson Hall • Law School • Baker Building • Center Building • PCC (Terrace Place) • Loews Vanderbilt 	<ul style="list-style-type: none"> • Sarratt/Rand Hall • Garland Hall • Owen Graduate Mgmt • Admissions & Fin Aid • Old Gym • KC Potter Center • Women's Center 	<ul style="list-style-type: none"> • WSR Delphi • Tarpley Building • Power House • Bryan Building • Engineering • Bishop J. J. Center • Vaughn Home • Buttrick Hall • Keck FDN FEL Center • Center for Health Services • Zerfoss 	<ul style="list-style-type: none"> • Vaughn House • Student Life • Studio Arts Center • Schulman Center • Community Partnership House • Olin Hall 	<ul style="list-style-type: none"> • Police Building • Music Rehearsal • McGugin Complex • Parmer Field House • Student Recreation Center • Outdoor Recreation • Currey Tennis • Memorial Gym • Health Plus • 2525 West End - Global Health and HR
ZONE 8	ZONE 9	ZONE 10	ZONE 11	ZONE 12	ZONE 13	ZONE 14
Library Quad	Stevenson Area	Blair Area	Medical East	Medical North	Light Hall Area	Children's Hospital
<ul style="list-style-type: none"> • Godchaux Hall • General Library • Divinity Quad • Wesley Place • Frist Hall • Wesley - Traffic and Parking 	<ul style="list-style-type: none"> • Biomolecular NMR • S/C Math • S/C Lecture • S/C Library • S/C Science & Engineering • S/C Physics/Astronomy • S/C Chemistry • S/C Molecular Biology 	<ul style="list-style-type: none"> • Blair School of Music • Belcourt Offices • Belcourt Child Care • Blakemore Offices 	<ul style="list-style-type: none"> • VU Hospital/ Medical Center East • Oxford House • Medical Arts • Preston Cancer Research • VU Clinic 	<ul style="list-style-type: none"> • Medical Center North • Learned Lab • Medical Arts • Imagining Sciences • MRB III 	<ul style="list-style-type: none"> • Light Hall • Eskind • Veteran's Admin • Acre Building • Robinson Research • Adult Hospital 	<ul style="list-style-type: none"> • Children's Hospital • Diyani Center • Psychiatric Hospital • Stallworth Rehab • Vanderbilt Eye Institute