

ABILENE-TAYLOR COUNTY PUBLIC HEALTH DISTRICT'S

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# BREASTFEEDING FRIENDLY WORKSITE TOOLKIT



**PUBLIC HEALTH**  
CITY OF ABILENE TEXAS

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# INTRODUCTION

## ***“The Texas Mother-Friendly Worksite Program”***

The Texas Department of State Health Services (DSHS) created the Texas Mother Friendly Worksite (TMFW) program in 1995 according to the Breastfeeding Health and Safety Code 165. [1]

TMFW program aims to decrease barriers associated with infant nutrition and employee lactation needs by increasing the percentage of mother friendly designated employers. The program is designed to provide technical assistance and support for employers, employees, and local level community partners.

In 2013, the TMFW program was evaluated, received national recognition, and was acknowledged as a practice-tested obesity prevention initiative by both the Centers for Disease Control and Prevention (CDC) and the US Department of Agriculture (USDA) and listed with-in the SNAP-Ed Toolkit. [2]

### **Program evaluation revealed an overall increase in the following:**

- Worksite employee satisfaction in regard to implemented program materials.
- Number of designated sites over a two-year period.
- Degree of program element adherence.



# BREASTFEEDING IS A BUSINESS INVESTMENT

## Benefits Include:

### *Employer*

- Higher employee satisfaction
- Reduced employee absenteeism due to self or child illness
- Increased employee retention and decreased turnover
- Reduced insurance and healthcare cost

### *Employee*

- Increased access to employment
- Ability to return to work after maternity leave
- Ability to maintain breast milk supply

### *Community*

- Stronger, healthier workforce
- Increased access to family oriented employment opportunities
- Increased access to infant nutrition
- Decrease in obesity, disease, and chronic illness rates

Applying for designation is free and expenses associated with implementing basic designation requirements are minimal. Research reveals that for every \$1 invested in lactation support programs there is an estimated \$3 return of investment for the employer. [3]

# APPLY FOR DESIGNATION



## It's as simple as 1-2-3 to become a Texas Mother-Friendly Worksite (TMFW) :

- 1: Develop or review your worksite lactation support policy
- 2: Schedule via email a visit with a TMFW technical assistant (if needed)
- 3: Apply for worksite designation

Your business may already have lactation support services in place. Next you would need to create and implement a lactation support policy. Once a qualifying policy has been designed, next steps would be to apply for designation with TxDSHS. Source: [Texas Mother Friendly Worksite Program](#)

### **Basic policy requirements for TMFW designation include:**

- Schedule flexibility to allow breaks or work shifts that provide adequate time for milk expression needs
- Access to a private location that is not a bathroom
- Access to clean, safe water to allow for sanitation purposes (hand and breast pump washing)
- Storage options for storing breast milk while at work (refrigerator, freezer, or personal cooler)

# WHY HAVE A LACTATION POLICY?

## What is it?

A lactation policy is an action plan based on a set of rules or guidelines for your organization and employees to follow that are designed specifically to provide support for employee lactation needs.

## Purpose

- Provide employee guidance and support
- Increase access to infant nutrition
- Assure employers compliance with government employee lactation laws

## Worksite Lactation Laws and Support Policies

### *Texas*

- Breastfeeding in Public [Texas Health and Safety Code Chapter 165](#)
- All Texas public employers are required to have a breastfeeding support policy: [Texas Government Code Chapter 619](#)
- TMFW Designation: [Texas Administrative Code](#)

### *Federal*

- Fair Labor Standards Act (FLSA): [Breaktime for Nursing Mothers Provision](#)
- The Consolidated Appropriations Act of 2023 includes:
- [PUMP for Nursing Mothers Act \("Pump Act"\)](#)

## Have questions about the Federal Law?

U.S. Department of Labor's Wage and Hour Division [Pump at Work website](#)  
Help line: 1-866-4USAWAGE (1-866-487-9243)

# POLICY DEVELOPMENT

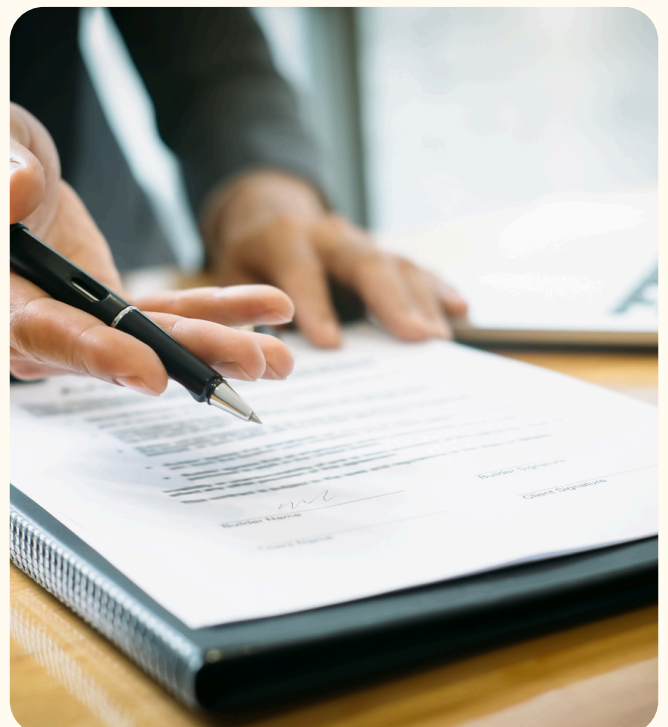
The TMFW Policy Development Guide can be accessed [here](#) to assist you in developing the first three steps of your draft policy to propose to organizational leadership. Next steps would include the involvement of organizational leadership to complete a finalized policy according to your organizational needs.

## First three steps include:

- Information gathering (e.g., best practices, legal requirements, and employee feedback)
- Policy Goals have been determined
- Draft policy development

## Final steps include:

- Peer policy review
- Gain support and buy-in from leadership
- Policy communication plan
- Policy Implementation and evaluation



# POLICY EXAMPLE

## **Purpose Statement**

*Note: TMFW designation does not require the inclusion of a purpose statement*  
This policy provides guidance for leadership and employees of the [Insert name of your organization] to support the lactation needs of breastfeeding employees and their infants from birth to one year or beyond. This program was designed with the intent to increase access to infant nutrition by enabling breastfeeding employees to express milk during working hours in accordance with the Texas Health and Safety Code §165.003.

## **Employee Notification (Communication Plan)**

[Insert organization name] will post this policy to a specified location that will enable all employees to have direct access to the program policy at all times.

## **Program Policy:**

### **Time**

Flexibility with regard to work schedule and pattern will be offered to enable employees to take adequate break times for the purpose of expressing breast milk or breastfeeding whenever necessary for a year following the child's birth. With regard to individualized milk-expression needs of employees, scheduling will be arranged on a case-by-case basis without compromising the integrity of program services, otherwise milk expression will/should take place during regularly scheduled break times and lunch hours.



## **Private Place for Milk Expression**

Employees may use designated lactation room(s) for the purpose of expressing breastmilk or breastfeeding which will offer the following accommodations:

- A clean private room with an electrical outlet and comfortable seating
- Access to a safe, clean, nearby water source for hand and breast pump washing
- A hospital-grade electric breast pump. Employees must use their own personal-use milk collection kit.
- Hygienic storage (refrigerator, freezer, or portable cooler) for expressed milk

## **Right to Breastfeed in Public Spaces**

[Insert name of organization] recognizes a mother has a right to breastfeed or express breast milk in any location they have an authorized presence. This organization and its employees shall welcome the attending customers/clients to breastfeed and/or utilize our lactation rooms.

## **Evaluation**

The [Insert name of responsible party] will monitor organization leadership and employee adherence to this policy on a [Insert timeline] basis.

# ADVANCED LACTATION SUPPORT SERVICES AND LEVELING UP YOUR ORGANIZATION

- Employer provided prenatal education materials and post pregnancy counseling
- Onsite/phone accessible Lactation Specialist services
- Informational materials for both the father and the mother

**Employers may also be qualified to obtain the esteemed silver and gold TMFW designations if they offer these extra services. [5]**

Although these extra elements are not required for TMFW basic designation, companies who have gone above and beyond the essentials report higher employee retention, lower absenteeism, more loyalty, and lower health care costs.

To find out more on how to achieve Silver or Gold designation status click on the following link.

## **TMFW Silver and Gold Designation Checklist**

### **Available Resources**

1. [Texas Mother Friendly Worksite Program](#)
2. [Health and Safety Code 165](#)
3. [Centers for Disease Control and Prevention](#)
4. [SNAP-Ed Toolkit](#)
5. [Breastmilkcounts.com](#)
6. [TMFW Policy Development Guide](#)
7. [The Business Case for Breastfeeding](#)

# REFERENCES

1. Texas DSHS. About the Texas Mother-Friendly Worksite Program. Accessed January 24, 2024. <https://www.dshs.texas.gov/maternal-child-health/programs-activities-maternal-child-health/texas-mother-friendly-worksite/about>.
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5. Texas DSHS. Beyond the basics. Accessed January 24, 2024. <https://www.dshs.texas.gov/maternal-child-health/programs-activities-maternal-child-health/texas-mother-friendly-worksite/employers/beyond-the-basics>.

