

4.0 Breastfeeding

Effective Date: 2/1/10

4.05 Issuance of Multiple User Breast Pumps

PURPOSE: To implement Federal Regulations related to the issuance of breastfeeding aids. The purpose of this policy is to enable WIC clients to initiate breastfeeding and increase the duration of breastfeeding in special circumstances.

A. **POLICY:**

1. Breast pumps and/or attachment kits may not be given prenatally to WIC clients.
2. Multiple user breast pumps may be issued by the Breastfeeding Coordinator or other designated WIC staff that has completed Breastfeeding Basics and Milk Expression trainings. Staff must also be familiar with breastpump documentation requirements (See Policy 1.07 Local Agency Staffing, Policy 4.02 Breastfeeding Training and Policy 4.04 Breastfeeding Equipment, Inventory and Maintenance).
3. A multiple-user breast pump is not to be used as a replacement for putting the infant to breast, if the infant is home and physically able to breastfeed.
4. Pumps must be distributed to WIC mothers who meet eligibility criteria at their time of need. A pump may be recalled for use with a higher priority client.
5. Local agency staff shall demonstrate hand expression of breast milk using a breast model or balloon, for mothers, prior to pump issuance.
6. Before issuing a breast pump, WIC staff shall train mothers using a demonstration kit. Training shall include:
 - a. Assembly, use and cleaning of the breast pump.
 - b. Handling and storage of human milk.
 - c. Who to contact if problems arise.

The WIC client should be able to perform a return demonstration of the proper assembly and use of the breast pump before leaving the local agency.

7. Documentation requirements for breast pump issuance include:
 - a. Breast pump and attachment kit issuance must be documented on the appropriate MI-WIC screens.
 - b. A Multiple-User Breast Pump Loan and Release Agreement form must be signed prior to release of the pump to the WIC client. A client's electronic signature will be obtained on the forms and a copy printed for the client. If there is no access to a signature pad at the time of issuance the paper forms must be used then scanned into the MI-WIC system (See Exhibit 4.05B).
 - c. Contact information for at least one additional person will be collected and must be documented in Breastfeeding Notes of the mother.

- d. When a multiple-user breast pump is returned to the clinic, A Loaner Breast Pump Return Receipt must be completed. A client's electronic signature will be obtained on the form and a copy printed for the client. If there is no access to a signature pad at the time of issuance the paper form must be used then scanned into the MI-WIC system. The original signed form will be given to client. (See Exhibit 4.04A Loaner Breast Pump Return Receipt)
 - e. Multi-User pumps and kits issued using paper forms (i.e. Peer or MIHP) will be entered into the MI-WIC within 10 business days.
8. Breast pumps supplied by MDCH WIC Division must be loaned to clients free of charge.
 - a. A refundable deposit may be held at the local agency until a pump is returned.
 - b. Multiple-user breast pumps may not be loaned via raffles, lotteries, or other similar forms of distribution.
 9. Attachment kits are single-user only and shall not be returned to the local agency.

Multiple-User Electric Breast Pumps

1. To be eligible to loan multiple-user electric breast pumps, a local WIC program must have a signed agreement with their administration to replace pumps that are not returned due to improper follow up by the local agency. (See Policy 4.08 Lost/Stolen Breastfeeding Equipment)
2. A multiple-user electric breast pump (See Exhibit 4.05A) may be loaned, and a double attachment kit given, to postpartum WIC clients to establish and maintain breastfeeding when milk supply is at risk.

Reasons for issuing a multiple-user electric breast pump include:

- a. Mother/infant separation due to hospitalization.
- b. Infant with special needs such as prematurity, congenital or genetic defects or developmental disabilities.
- c. Infant with physical or neurological impairments such as inability to suck, weak suck or uncoordinated suck/swallow pattern.
- d. Mother and infant working with Breastfeeding Peer Counselor to establish breastfeeding.
- e. Other special circumstances determined by the Breastfeeding Coordinator.

Note: Mother trying to relactate or increase milk supply will be given second priority. The baby must be going to the breast.

3. Multiple-user electric breast pumps shall be loaned for short-term usage. Multi-user breast pumps should be issued for no longer than 1 month at a time. Situations requiring longer use must be re-evaluated at monthly intervals. Monthly follow up must be documented in the client's record.

4. Agencies are required to have at least monthly documented follow up with clients loaned multi-user electric breast pumps. Required documentation will be kept in the mother's MI- WIC record in the BF Support-contact history or BF Aids & Notes screens. All attempted and actual contacts must be documented.
5. If return date for the multi-user pump is extended the LA staff will enter new return date in the mother's MI-WIC record. Return date should be either changed on the BF Aids section under "due date" column or a note added in the BF Notes section.
6. Local agency staff will use the MI-WIC Overdue Loaner Breast Pump Report at least monthly to contact clients who have overdue breast pumps.
7. If services are available and client is eligible, the mother must be willing to participate in the BFI Mother to Mother Peer Program and/or the Maternal Infant Health Program.

Pedal Pumps

1. A pedal pump (See Exhibit 4.05A) may be loaned, and a double attachment kit given, to postpartum women to maintain breastfeeding when milk supply is at risk.

Reasons for issuing a pedal pump include:

- a. Mother/infant separation.
 - b. Mother trying to relactate or increase milk supply.
 - c. Mother transitioning from multi-user electric pump.
 - d. Long term need for a double pumping system.
2. Pedal Pumps may be loaned for long-term use.
 - a. The local agency shall follow up with the client at least monthly to determine continued need for pump. Required documentation will be kept in the mother's MI-WIC record in the BF Support-contact history or BF Aids & Notes screens. All attempted and actual contacts must be documented.
 3. If return date for the multi-user pump is extended the LA staff will enter new return date in the mother's MI-WIC record. Return date should be either changed on the BF Aids section under "due date" column or a note added in the BF Notes section.
 4. The local agency must assemble pedal pumps and include the spring prior to loaning the pump to a client.
 5. If services are available and client is eligible, the mother should be encouraged to participate in the BFI Mother to Mother Peer Program and/or the Maternal Infant Health Program.

B. GUIDANCE

1. It is recommended that the Breastfeeding Coordinator or designee follow-up with the WIC client within 48 hours of pump issuance to determine if the client is experiencing any problems with use of the breast pump. Clients should be instructed to discontinue use of the pump if discomfort occurs and contact the local agency immediately or the next business day.
2. If no pumps are available for loan, the local agency should refer WIC clients to providers who rent or sell breast pumps such as hospitals, breast pump manufacturers, private lactation consultants, or durable medical equipment dealers. The local agency should provide manual expression education and ongoing breastfeeding support.
3. For cleaning and maintenance procedures for returned pumps, refer to Policy 4.04 Breastfeeding Equipment Inventory and Maintenance.
4. The local agency may use local funds to purchase spare parts for occasional repair of damaged breast pumps and attachment kits.

Reference:

Federal Regulations 246.12 (n)(2), 246.13(a), 246.25
USDA Policy Memorandum 95-15 Providing Breast Pumps to WIC Clients
NAWD Position Paper: Guidelines for WIC Agencies Providing Breast Pumps, 97-003

Cross Reference:

1.10 Records Retention and Destruction
4.02 Breastfeeding Training
4.04 Breastfeeding Equipment, Inventory and Maintenance
4.04A Loaner Breast Pump Return Receipt
4.08 Lost/Stolen Breastfeeding Equipment

Exhibits:

4.05A Description of Multi-User Breast Pumps
4.05B Multi-Use Breast Pump Loan and Release Agreement