

Breastfeeding Aids

- I. Breastfeeding aids are not a direct program benefit. Breastfeeding aids are for WIC participants only. Only a subset of women may need these aids and these aids must be issued with discretion. Breastfeeding WIC employees may also have access to use some WIC pumps.
- II. Staff require training to issue breastfeeding aids. Participants must sign a release form upon receiving written, verbal, and demonstrative instruction on assembly and use with issuance. To ensure accountability and avoid liability, all local agencies must comply with documentation requirements in this policy regarding issuance of breastfeeding aids and equipment. All loaned multi-user pumps and cases must be cleaned appropriately before reissuance.
- III. Breast pumps and other aids, determined to be helpful or supportive to breastfeeding participants, may be provided with discretion and free of charge, by WIC staff who have completed state-required training. Appropriate issuance includes providing instruction to the participant, demonstrating assembly and use, and completing required documentation.
- IV. Hospital grade electric breast pumps are provided on a loan basis to breastfeeding participants and breastfeeding WIC employees that meet criteria and that would benefit from use of the pump. Staff must be trained on issuance. Issuance includes providing instruction to the participant, demonstrating assembly and use, completing proper documentation, complete appropriate cleaning, and providing appropriate required follow up.
- V. Single and double pump kits may be issued by the local WIC staff who have completed state-required training to breastfeeding participants who are pumping with an electric pump.
- VI. Breast shells may be provided to breastfeeding participants with sore or damaged nipples at the discretion of the local WIC staff who have completed state-required training. Current data show that the use of shells may or may not be effective and thus should not be used for use with flat or inverted nipples. Issuance includes providing instruction to the participant, demonstrating assembly and use, and completing proper documentation.
- VII. Infant feeding tube devices are to be used for infants and mothers with special needs and are provided to breastfeeding participants at the discretion of the local WIC staff who have completed state-required training. Appropriate issuance includes providing instruction to the participant, demonstrating assembly and use, completing required documentation and providing appropriate required follow up.

- VIII. Small sized electric breast pumps are provided on a loan basis to breastfeeding participants at the discretion of the local WIC staff who have completed state-required training CPA for partial separation such as work or school, non-medical reasons.
- IX. Single-user electric breast pumps may be provided to breastfeeding mothers. The infant needs to be at least 4-6 weeks of age with breastfeeding well established with direct breastfeeding (at breast). The purpose of this type of pump issuance is to help breastfeeding participants maintain their established milk supply while continuing to breastfeed upon return to work and/or school. Participants who receive these pumps must sign a release form indicating that they plan to breastfeed until their baby turns 1-year-old.
- X. Inventorying, Orders and Storing Breastfeeding Aids and Equipment.
 - a. Local agencies will complete monthly inventories and complete state orders for breastfeeding aids/supplies and equipment. All breastfeeding aids must be stored in a secure location and any broken, lost, or missing electric pumps must be reported to the Utah state WIC office.
- XI. To ensure accountability and avoid liability, all local agencies must comply with documentation requirements in this policy regarding issuance of breastfeeding aids and equipment.
- XII. Reducing Liability.
 - a. Only trained staff may issue equipment to participants as per policy indicates. Participants must sign a release form upon receiving written and verbal instruction with issuance.
- XIII. State Electric Breast Pump Issuance.
 - a. The state WIC office will serve active WIC participants that are in need of an electric breast pump due to being away from their local WIC agency (e.g. baby transferred out of county to PCMC or other hospital for care), or who cannot get into a local WIC agency (e.g. clinic is closed).
 - b. Confirm the participant is an active WIC participant.
 - c. Follow guidelines for electric breast pump issuance procedures.
 - d. Arrange for participant to pick up pump at the state office; obtain a specific time if possible. Provide address and directions.
 - e. Provide pump, kit, and verbal and written instructions.
 - f. Complete the Breast pump or aid agreement and information form.
 - i. Review it with the participant or endorser and obtain signatures.

- ii. Fax or email a copy to their local WIC clinic and confirm their receipt of it. Keep record of the form on the g:drive.
- g. The state or local agency will complete the participant BF Equipment Issuance panel in Vision.
- h. The local agency will be responsible for following up with the participant.
- i. The appropriate state staff will handle all inventory transfers (i.e. state pump will be added in the local agency clinic's inventory). Pumps can either be returned to the state office or kept at the local agency when the participant is finished using it.