

5.21 Use of Breastpumps

POLICY:

The West Virginia WIC Program provides breastpumps to WIC participants to increase the duration and facilitate the maintenance of breastfeeding among WIC participants.

PROCEDURE:

A. Objective

To provide breastpumps to nursing WIC participants in situations where a breastpump will help the woman maintain breastfeeding

1. **Overview of Pumps (See Attachment #5, 5.21)**, should be reviewed when WIC participants are in need of a breastpump.

B. Accountability of Breastpumps

1. Breastpumps may be disbursed by a Breastfeeding Coordinator, Breastfeeding Peer Counselor, WIC Competent Professional Authority (CPA), or any WIC Staff trained in the use and maintenance of breastpumps.
2. The Breastfeeding Coordinator or a designee is responsible for keeping records of breastpump disbursements on file with use of the following forms:
 - < **West Virginia WIC Program Electric Breastpump Loan Agreement (see Attachment #1, 5.21)**
 - < **Electric Breastpump Sign Out Sheet (see Attachment #2, 5.21)**
3. The Breastfeeding Coordinator will conduct quarterly chart reviews for Breastpump Loan Agreement return date and Lost/Stolen Pump documentation.
4. The Breastfeeding Peer Counselor must document the date that a breastpump was disbursed and instructions given on the **Breastfeeding Peer Counselor Contact Form (WIC-49)**.

C. Manual Breastpump Disbursement

1. Manual breastpumps may be given to WIC participants, as needed. **Except** in cases of severe engorgement, the breastpump should be given **after** the woman has continued to breastfeed an infant for four (4) weeks to allow her milk supply to become well-established. Early routine use of a manual breastpump in place of nursing will not be encouraged because:
 - < Establishment of a milk supply takes three (3) to four (4) weeks; and
 - < A manual breastpump does not stimulate milk supply, or facilitate milk expression, as well as the baby nursing at the breast.
2. Manual breastpumps may be given to the WIC participant, but not limited to when she:

5.21 Use of Breastpumps

- < Returns to school or work
- < Is not comfortable with hand expression
- < Does not feel that she can continue nursing without a breastpump available

3. The Breastfeeding Peer Counselor must document the date that a breastpump was disbursed and instructions given on the **Breastfeeding Peer Counselor Contact Form (WIC-49)**.

D. Electric Breastpump Disbursement

1. Electric breastpumps are owned by the State Agency and loaned to the Local Agency as requested.
2. The State Agency reserves the right to transfer an electric breastpump from a Local Agency for emergency use by a participant in another Local Agency.
3. Electric breastpumps may be loaned to WIC participants in, but are not limited to, the following circumstances:
 - < When there is a critical situation involving separation of the mother and infant and/or medical problems such as, but not limited to, prematurity, cleft lip or palate, and surgery.
 - < When the woman or infant is hospitalized and the hospital does not provide pumping assistance.
 - < When a woman is temporarily on a medication not compatible with breastfeeding and she must pump and discard milk.
 - < When a woman has twins, triplets, or other multiple births.
 - < When a woman returns to work. (Issue a Nurture III Breastpump, if available)
 - < If other critical or unusual situations arise, contact your Local Agency Breastfeeding Coordinator.
4. Electric breastpumps must be disbursed with the approval of the Breastfeeding Coordinator and documented on the **Electric Breastpump Sign Out Sheet (see Attachment #2 5.21)**.
5. The **Electric Breastpump Loan Agreement (see Attachment #1)** must be completed by the Breastfeeding Coordinator, Breastfeeding Peer Counselor or designee and signed by the WIC participant:
 - < The Local Agency Breastfeeding Coordinator will keep completed breastpump forms on file
 - < The forms will be filed in the participant charts after the breastpumps are returned

5.21 Use of Breastpumps

6. An accessory kit must be given to the WIC participant with an electric breastpump. The kit attaches to the electric breastpump and allows for single or double pumping. The accessory kit is not to be returned with the breastpump.
7. The WIC participant must be given a demonstration on how to set-up, use and clean the electric breastpump.
8. The Breastfeeding Peer Counselor must document the date that a breastpump was disbursed and instructions given on the **Breastfeeding Peer Counselor Contact Form (WIC-49)**.
9. The Breastfeeding Coordinator or designee will contact the WIC participant who has borrowed an electric breastpump and document the contacts on the loan agreement:
 - < during the first week after disbursement to see how it is working and to answer any questions
 - < at agreed intervals until the breastpump is returned
10. The electric breastpump must be returned when the situation is resolved.

E. **Care and Cleaning of Electric Breastpumps**

1. Appointed staff will be responsible for ensuring that loaned pumps are thoroughly disinfected when they are returned to the WIC office.
2. Appointed staff will check that pumps are clean, prior to loaning the pump to a participant.

F. **Responsibilities of the Breastfeeding Coordinator**

1. Care, security and return of electric breastpumps by the WIC participant.
2. Make an effort to retrieve an electric breastpump when it is not returned by an agreed date.
 - < If the breastpump is not returned by the agreed date, the Breastfeeding Coordinator will send out **Return of Breastpump Reminder letter (see Attachment #3)** to the participant.
 - < If a participant does not return the breastpump after the first letter is sent out, the Breastfeeding Coordinator will send out **Return of Breastpump Warning Letter (see Attachment #4)** to the participant.
3. If the breastpump is not returned to the WIC clinic, a Collection Agency may assist with the retrieval of the breastpump.
4. File a police report as stolen property when attempts to retrieve an electric breastpump fail.

5.21 Use of Breastpumps

5. Report the loss or damage of an electric breastpump to the State Agency.
6. Food benefits will not be withheld when an electric breastpump is not returned.

ATTACHMENTS:

1. West Virginia WIC Program Electric Breastpump Loan Agreement
2. Electric Breastpump Sign Out Sheet
3. Return of Breastpump Reminder letter
4. Return of Breastpump Warning Letter
5. Overview of Pumps and Indications For Use