

EASTERN MICHIGAN UNIVERSITY	Revision: 0
EMUDPS-EHS-P014 Lactation Room Hygiene Guideline	June 20, 2012
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I. PURPOSE

The purpose of this guideline is to ensure hygiene is maintained in lactation rooms on campus.

II. SCOPE AND APPLICATION

This guideline applies to any room designated as a lactation room or any room used for lactation purposes and applies to all staff, faculty, students and visitors using these rooms.

III. RESPONSIBILITIES

A. Eastern Michigan University

1. Will provide and maintain lactation rooms for the campus community.
2. A site coordinator must be designated for each location.

B. Lactation Room Users

1. Must comply with these guidelines.
2. Must report any concerns to the site coordinator for the room.

IV. PROCEDURE

A. Hygiene

1. A sink, soap and paper towels are readily accessible for cleaning equipment and any spills at each location.
2. The location of these items varies based on the location. The site coordinator should be contacted if there are questions or concerns regarding the facilities.

B. Spilt Milk

1. It is the mother's responsibility to clean up any spilt milk.
2. If spilt milk is not cleaned up by the mother, EMU Custodial Services should be contacted at 7-3380.
3. Latex or rubber gloves should be worn by anyone other than the mother producing the milk to clean up spills.

C. Refrigeration

1. If a mother uses one of the refrigerators to temporarily store milk, the mother must label the milk with her name and the date.
2. Milk is not to remain in the refrigerator overnight. The mother storing the milk is responsible for its removal.

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3. If milk is stored in the refrigerator for more than 48 hours, EMU Custodial Services should be contacted at 7-3380 for disposal.

V. REFERENCES

- A. Eastern Michigan University Benefits Office Lactation Policy.

VI. APPROVALS

James Gallaher, Chief Human Resources Officer Date

Dieter Otto, Director, Custodial & Grounds Services Date

Kathryn Wilhoff, Director, Environmental Health and Safety Date

VII. HISTORY

Rev	Change(s)
0	Initial release