

Frequently Asked Questions

Lactation in the Workplace

Are there dedicated lactation spaces located on campus?

Yes. There are currently five dedicated lactation spaces on campus. For a current list as well as ways to access these spaces, please contact Human Resources by email (hr@seattleu.edu) or phone (206-296-5870).

What if the nearest dedicated space is not convenient?

Coordinate with your supervisor, who can engage Facilities and Human Resources, in considering alternative spaces (including temporarily converting an existing space in a department).

Can I use my existing workspace or office for expressing milk if I would like to?

In many instances, an employee's current workspace or office will be an appropriate location for expressing milk. If you would like to use your current workspace or office, please consult with your supervisor to determine whether your workspace would be appropriate.

Where can I store the milk that I express?

Employees are responsible for storing breastmilk and are welcome to bring a personal cooler to store breastmilk during the workday. Employees may also use an existing departmental refrigerator as they would in the ordinary course of business.

How many breaks can be taken for the purpose of expressing milk?

There is no limit on the number of breaks an employee may take to express milk.

Are lactation breaks paid or unpaid?

Employees may elect to use their twice-daily 15-minute paid breaks for expressing milk. Additional breaks beyond the two 15-minute break periods would not be paid breaks, but employees may work with their supervisors to "make up" time through adjustments to the work schedule, if appropriate (for example, arriving to work earlier or staying later).

What if I want to do some work duties while expressing milk so that I can be paid?

In consultation with your supervisor, you can request to conduct appropriate work duties during breaks for expressing milk. This must always be initiated by the employee and the duties would have to be those that could be performed in the space provided for lactation.

Are there other resources or assistance available for nursing employees if they have other questions?

Yes. Other resources would include:

Wellspring, Seattle University's Employee Assistance Program (enter username **Seattle University**):
<https://www.wellspringeap.org/login>

Washington State Department of Health resources page:

<https://www.doh.wa.gov/YouandYourFamily/Breastfeeding>

Department of Labor fact sheet on breastfeeding and lactation:

<https://www.dol.gov/whd/regs/compliance/whdfs73.htm>