

### **Frequently Asked Questions**

The following is a list of frequently asked questions about BUMG Lactation Support. Click the links below for answers or scroll to the following pages.

This is intended as a reference only. For more information, please refer to the [BUMG Human Resources webpage](#).

#### **QUESTIONS:**

1. How does this benefit work?
2. Where can I find information about the lactation benefit and the lactation support guidelines?
3. What activities are covered by this benefit?
4. Is this benefit in addition to my standard breaks and lunch?
5. How can I apply for this benefit?
6. How is this benefit applied if I am in a department that does not use work RVUs?
7. Where can I pump at work?
8. I have questions about my schedule and how my breaks will be allocated. Who should I contact?
9. If I choose not to schedule regular lactation breaks, will I get cFTE lactation support/relief?
10. I have been approved for a birth recovery leave and/or child bonding leave through Matrix Absence Management. Do I still need to apply for this benefit to receive paid lactation breaks?
11. My birth recovery and/or child bonding leave ended prior to the 1/1/22 benefit effective date, but my child is under 1 years old, and I require time during work hours to express breast milk. Am I eligible for paid lactation breaks?
12. Can I receive financial support for lactation breaks retroactively if I have returned to work from a birth recovery leave and/or child bonding leave prior to 1/1/2022, my child is under 1 years old, and I took time during work hours to express breast milk in 2021?
13. I haven't decided if I am going to lactate, but per the policy I need to decide about scheduling breaks before I return to work. What should I do?
14. I didn't think I was going to lactate, so I didn't schedule the breaks ahead of time, but now I need them. What should I do?
15. I need more than 30 minutes per 4-hour shift. What should I do?
16. What is the process to end the lactation breaks?
17. Who should I talk with if I am having trouble implementing this benefit in my Department?
18. Are there other resources available to me for lactation support? / Do I have access to lactation nurse support?
19. I am a BUMG physician or APP and have questions about filling out the Lactation Breaks Request Form. Who should I contact?

### **Frequently Asked Questions**

**1. How does this benefit work?**

Effective January 1, 2022, this benefit will allow your department to maintain your salary and your reported productivity while blocking 12.5% of your clinical schedule (cFTE) for lactation breaks for a maximum of 6 months. This may correspond to the equivalent of two, 30-minute break periods per 8-hour clinical day for individuals who require time during work hours to express breast milk. The benefit will last no later than the child's first birthday. BUMG will provide funding to your department to pay this portion of your salary and reported productivity will be protected by a corresponding decrease of 12.5% to the work RVU (wRVU) target.

**2. Where can I find information about the lactation benefit and the lactation support guidelines?**

Benefit information can be found [here](#), and the guidelines can be found [here](#).

**3. What activities are covered by this benefit?**

This is intended to support time for the following activities:  
Set-up, preparation, lactation, milk storage, cleanup, travel time, for all lactation modalities including stationary pumps, wearable pumps, and nursing.

**4. Is this benefit in addition to my standard breaks and lunch?**

Yes. This benefit provides protected time and funding in addition to routine breaks.

**5. How can I apply for this benefit?**

To apply for this benefit submit the [Paid Lactation Breaks Request Form](#) to your Administrative Director. The form should be submitted to your Administrative Director as early as possible but generally at least 2 months in advance of anticipated time of use. Scheduling time for breaks should be discussed with your Administrative Director.

**6. How is this benefit applied if I am in a department that does not use work RVUs?**

For departments that do not utilize wRVUs, the specifics of how to implement this benefit may necessitate a conversation between the lactating clinician, the department chair, the department AD, and BUMG Finance.

**7. Where can I pump at work?**

There are several lactation rooms for nursing parents located throughout the BMC and BUSM campuses. Pumps and pump kits are not provided, however, so please bring your own from home. Please visit the URLs below for specific information about each location:

At BMC: [internal.bmc.org/hr/WorkLife/LactationRooms.htm](http://internal.bmc.org/hr/WorkLife/LactationRooms.htm)

At BUSM: <https://www.bumc.bu.edu/bumg/lactation-rooms-on-campus/>

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- 8. I have questions about my schedule and how my breaks will be allocated. Who should I contact?**  
For every 4 hours of cFTE work you are eligible for 30 minutes of lactation support. Specifics of scheduling and funding will be worked out with your Chair, AD, and BUMG Finance.
- 9. If I choose not to schedule regular lactation breaks, will I get cFTE lactation support/relief?**  
Providers who choose not to arrange for a lactation break in their clinical schedule will not be provided with financial support.
- 10. I have been approved for a birth recovery leave and/or child bonding leave through Matrix Absence Management. Do I still need to apply for the lactation benefit to receive paid lactation breaks?**  
Yes. To request lactation support, the [Paid Lactation Breaks Request Form](#) should be submitted to your Administrative Director as early as possible but generally at least 2 months in advance of anticipated time of use.
- 11. My birth recovery and/or child bonding leave ended prior to the 1/1/22 benefit effective date, but my child is under 1 years old, and I require time during work hours to express breast milk. Am I eligible for paid lactation breaks?**  
Providers who have returned to work with a child who is under 1 years old and require time for lactation breaks are eligible for financial support beginning 1/1/22 for up to 6 months or until the child's first birthday, whichever is first.
- 12. Can I receive financial support for lactation breaks retroactively if I have returned to work from a birth recovery leave and/or child bonding leave prior to 1/1/2022, my child is under 1 years old, and I took time during work hours to express breast milk in 2021?**  
Eligibility for financial support begins 1/1/2022. Unfortunately, any schedule adjustments completed prior to 1/1/2022 are not eligible for this benefit.
- 13. I haven't decided if I am going to lactate, but per the policy I need to decide about scheduling breaks before I return to work. What should I do?**  
Submit the [Paid Lactation Breaks Request Form](#) to your Administrative Director as early as possible but generally at least 2 months in advance of anticipated time of use. This will provide sufficient time for you to work with your department on future schedule adjustments. This may mean that you submit the form prior to your absence or remain in close contact with your Administrative Director during your leave. If you decide not to lactate, please notify your Administrative Director as early as possible.

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**14. I didn't think I was going to lactate, so I didn't schedule the breaks ahead of time, but now I need them. What should I do?**

If the form is submitted less than 2 months in advance of anticipated time of use, requests will be reviewed by your Administrative Director and adjustments will be made as soon as possible.

**15. I need more than 30 minutes per 4-hour shift. What should I do?**

This benefit will provide financial support only for the equivalent of two, 30-minute break periods per 8-hour clinical day, however, BUMG will provide a reasonable accommodation for you beyond this, if you request such an accommodation, though it may not be eligible for financial support: Contact your Administrative Director or [BU Human Resources Business Partner](#) for more [information](#).

**16. What is the process to end the lactation breaks?**

If you no longer need time during clinical hours for lactation breaks, please notify your Administrative Director in writing as soon as possible. After 6 months have elapsed, it is the child's first birthday, or an earlier date that you have notified your Administrative Director that you are ending the paid lactation breaks period, your Administrative Director will end support as of the appropriate end date.

**17. Who should I talk with if I am having trouble implementing this benefit in my Department?**

Please contact [DG-LactationSupport@bmc.org](mailto:DG-LactationSupport@bmc.org).

**18. Are there other resources available to me for lactation support? / Do I have access to lactation nurse support?**

The [Employee Lactation Program](#) brochure contains tips for pumping at work and other helpful breastfeeding resources.

Additionally, Breastfeeding & Lactation Support from Boston University can be found [here](#).

**19. I am a BUMG physician or APP and have questions about filling out the Lactation Breaks Request Form. Who should I contact?**

Please contact your Administrative Director for assistance.