

FAQ's

I am a supervisor, do I have to allow an employee to pump?

Yes. Not only does the law (Patient Protection and Affordable Care Act) require that employer's allow lactating mothers the opportunity to express their milk within 1 year after the birth of a child but supervisors should also keep in mind that expressing breast milk may be a physical necessity for some mothers.

I have an office with a door that can be closed; do I have to go to the lactation room?

No, it is the mother's choice as to where they would like to pump as long as the room is private.

If an employee has an office with a door that can be closed; are supervisors required to allow them to go the lactation room?

It is a mother's choice where she decides to pump. If an employee would feel more comfortable going to the lactation spaces available on campus she may do so.

Does an exempt (salaried) employee get paid time off to go pump?

Exempt employees do not track their time in hours throughout the day. Supervisors and employees need to have a conversation about job and performance expectations during the period in which a mother may need to express her milk throughout the day.

Does a non-exempt (hourly paid) employee get paid time off to go pump?

Non-exempt employees may use their lunch break or accrued personal or vacation days. You as the supervisor may work with the employee to allow them to pump and make up the time earlier or later in the day. Supervisors should note that if accommodations are made for one employee (such as flexible time) similar and equitable accommodations should be made for other employees.

Can an employee use sick time to express milk?

No, bonus vacation, vacation, or personal leave may be used.

Approximately how long should it take for someone to express their milk?

The time it takes to express milk varies from one individual to the next however it is typical for a mother to need 15 to 30 minutes to pump and clean up.

What do I do if I feel someone is taking advantage of the time?

Supervisors should take into consideration that time needed to pump varies from individual to individual and that a level of flexibility is needed to accommodate the needs of the nursing mother. Supervisors should ask employees in advance how long to expect. If a supervisor feels like time is being abused he or she may have a conversation with the employee and may contact Human Resources.