



3 NUTRITION SERVICES
3.41 Breast Pumps/Breast Aids

Effective: 08/01/00
Revised: 1/5/12

POLICY: Local WIC Projects shall provide breast pumps to breastfeeding WIC participants when needed to establish or maintain milk supply.

PROCEDURE: Local WIC agencies should have a system in place to either provide a breast pump or help the breastfeeding mother to obtain one when needed. Mothers can initiate and maintain milk supply without a pump, but for many women, having a breast pump can make the difference between breastfeeding and not breastfeeding.

A. BREAST PUMP ISSUANCE

- 1. All pregnant and breastfeeding women should be given information on how to hand express breastmilk.**
- 2. Breast pumps and/or accessory kits may only be issued during the postpartum period to WIC participants after assessment of a mother's intention to provide milk for her infant.**
- 3. Participants must read and sign the *WIC Breast Pump and Breast Aid Release form, DPH 40105* prior to issuance of a breast pump and/or breast aid. This release provides protection to the WIC agency in the event of injury or cross-contamination due to improper use.**
- 4. Each participant's pump needs are different and should be assessed individually upon issuance.**
- 5. WIC participants provided a pump need close monitoring and require follow-up ideally within 24 hours after issuance to assure proper pump operation and usage. Following are general criteria for issuance of each type of pump but it is not intended as inclusive. Professional judgment should be used by the Breastfeeding Coordinator, CPA, or other designated trained staff for other reasons not included in this listing.**
- 6. Multi-User Electric Pumps**
 - a) Multi-user pump issuance should ideally be reviewed monthly. The "Breast Pump Retrieval Model Query" can be used as a tool to identify participants who still have a multi-user rental pump that needs to be returned.**



- b) **The functional lifecycle of a multi-user breast pump is approximately 7-10 years. When a multi-user breast pump is not performing, e.g. pump may be making a clicking noise due to a worn belt, follow this procedure:**
 - (1) **If a multi-user electric pump is ≤ 7 years old, it is the local agency's responsibility to have it cleaned and upgraded.**
 - (2) **If the multi-user electric pump is older than 7 years and not performing, follow Policy 11.6I. in the Operations Manual – Disposal of Equipment Purchased with WIC Funds.**

- c) **Reasons to issue the multi-user electric pump include:**
 - (1) **For mothers of newborns with special needs such as prematurity, low birth weight, Downs Syndrome, cardiac problems, cystic fibrosis, PKU, neurological impairment, or other special needs.**
 - (2) **For mothers of newborns with physical or neurological impairment such cleft palate, tongue tie, uncoordinated suck/swallow pattern, weak suck, inability to suck, or inability to effectively latch-on to the breast.**
 - (3) **For mothers who must be separated from their newborn due to infant or mother hospitalization.**
 - (4) **For mothers at risk for delayed lactogenesis II, such as mothers who had cesarean section delivery or conditions such as diabetes, obesity, insufficient glandular tissue, postpartum hemorrhage, breast surgery, or polycystic ovarian syndrome, etc.**
 - (5) **For mothers who want to relactate.**
 - (6) **To prevent fraudulent conduct and/or short term use of a single-user electric pump.**

7. Single-User Electric Pumps

- a) **Single-user electric pumps should ideally be issued to participants who are exclusively breastfeeding and committed to long term breastfeeding. If mothers are supplementing with formula when they are separated from their infants, in most situations, a breast pump is not needed.**

- b) **WIC staff cannot issue a single-user electric breast pump and multi-user electric pump to a participant at the same time. The multi-user electric**



breast pump needs to be returned before a single-user electric pump may be issued.

c) Reasons to issue a single-user electric pump include:

- (1) For mothers who must be separated from their infant for reasons such as part-time or full-time return to work or school, long term infant or mother hospitalization, sharing custody of infant, or any other reason that involves a mom/infant separation.**
- (2) For mothers of compromised infants who need help maintaining their milk supply after establishing their milk with a multi-user electric pump. Examples include infants born near-term, with cleft lip or palate, Down Syndrome, cardiac problems, cystic fibrosis, PKU, neurological impairment, etc.**
- (3) For mothers who are having difficulty maintaining adequate milk supply due to long term infant/mother illness or need for maternal medications that are contraindicated with lactation.**

8. Manual Breast Pumps – reasons to issue include:

- a) To help in resolving short term breastfeeding concerns such as engorgement, flat or inverted nipples, oversupply, sleepy baby, or plugged duct.**
- b) For very infrequent separation from baby such as minimal part-time work.**

B. PROCUREMENT OF BREAST PUMPS

1. Medicaid Reimbursement

- a) Wisconsin Medicaid provides reimbursement for breast pumps when the clinical guidelines are documented. It is necessary to contact the HMO Medicaid providers in your area, as the HMO may have additional procedures for the provision and/or reimbursement for breast pumps.**
- b) If a WIC participant receives Medicaid, every reasonable effort should be made to obtain a breast pump through Medicaid prior to providing a breast pump purchased with WIC funds.**

2. WIC Food Dollars



- a) The State WIC Office purchases breast pumps for local WIC agencies to provide to WIC participants with WIC food funds, as available.
- b) Breast pumps purchased by the State WIC Office with WIC food funds must be distributed free of charge to WIC participants. **However, local agencies may purchase breast pumps, accessory kits or breast aids to provide to WIC participants with their own WIC NSA funds. (See Section 3 below.)**
- c) Projects may collect a reasonable, refundable deposit for multi-user electric pumps that are loaned to participants.

3. Using Local WIC Agency Nutrition Services and Administrative (NSA) Dollars

- a) Breast pumps are not a direct program benefit so they may be offered free, at a reduced cost or at cost to WIC participants.
- b) The local agency must treat income from the sale of breast pumps and accessories as an applicable credit against expenditures for program costs and must be used to offset or reduce charges made to the WIC grant.
- c) Breastfeeding promotion and support costs that may be charged to the WIC administrative grant include, but are not limited to, staff or consultant salaries to manage breast pump programs and space required to store breast pumps and collection kits, breast pump maintenance and sanitation costs.

4. Ordering Breast Pumps

- a) The State WIC Office will coordinate breast pump orders for local projects. (Projects may not place orders directly with the company for breast pumps purchased with State WIC food dollars.)
- b) Projects request a 90-day supply of personal breast pumps and/or aids using the Breast Pump Order form. The State WIC Office must receive the order form by the 7th of the month prior to delivery. For example, the order must be received by September 7th for delivery in October.
- c) The breast pumps will be shipped to the local project directly from the manufacturer. Delivery sites must be staffed during normal business hours or other arrangements for someone to accept the delivery should be made.
- d) Verify the shipment with the packing slip, as well as the order placed with the State WIC Office. If these do not match, write the difference on the packing slip and notify the State WIC Breastfeeding Coordinator.



- e) The State WIC Office will contact the local project if the order appears excessive or confusing.

C. TRAINING STAFF

1. All local agency staff who are distributing breast pumps should be trained to do the following:
 - a) Evaluate a woman's need for a breast pump.
 - b) Authorize and issue a breast pump.
 - c) Instruct a woman on how to assemble, disassemble, use and clean a pump.
 - d) Instruct a woman on the proper storage of breastmilk.
 - e) Instruct a woman on how to hand express breastmilk.
 - f) Assure, timely follow-up services for women who are given a breast pump.

D. COUNSELING CLIENTS

1. Local agencies should establish written policies and procedures regarding assessment of breast pump need, determining the appropriate type of breast pump and instructions to be provided to participants receiving a breast pump. A sample checklist assessment form, *Which Breast Pump is Best for You?*, is attached for you to use with participants.
2. A trained, designated staff person(s) should:
 - a) Emphasize the importance of feeding the baby at the breast.
 - b) Teach hand expression.
 - c) Develop a plan with mother for pumping (frequency, location, length of pumping sessions, etc.)
3. A trained, designated staff person(s) should provide **verbal and written** instructions to participants on the proper assembly, use and cleaning of the breast pump.
4. The breast pump recipient should be able to demonstrate the proper assembly, **disassembly** and usage of the breast pump before leaving with the breast pump.



5. Give the participant verbal and written instructions on how to safely collect, store, warm, and feed breast milk.
6. Instruct the mother on what to do if the pump breaks or does not work.
7. Follow-up is recommended **ideally** within 24 hours, to assure that the breast pump is operating correctly, and that it is being used properly.

E. PROVISION OF BREAST PUMPS

1. A *Decision Tree for Provision of a Breast Pump* has been developed to assist the local agency with the processes involved in providing breast pumps through Medicaid fee for service, a Medicaid HMO or a WIC Project. The Decision Tree is provided in the attachments.
2. To assist with *Planning to Provide Breast Pumps* a checklist of that name has been developed for the local agency. The checklist is included in the attachments.

F. DOCUMENTATION

1. **On the Breastfeeding Tab in ROSIE, complete the Breast Pump section including the WIC Pump ID Number, WIC Pump Serial Number, and Reason Pump Type Issued (enter only primary reason).**
2. **A summary of the counseling and education provided must be documented in the care plan including plans to follow-up with the participant.**
3. A rental grade electric breast pump purchased with WIC funds must be identified with a WIC Identification Number label and included on the **State WIC Program Breast Pump Inventory record.**
4. The local agency must maintain an inventory of all breast pumps, **accessory kits, and breast aids** purchased with WIC funds. The inventory must be maintained for at least 3 full fiscal years plus 150 days. A sample form is included in the attachments.

REFERENCES:

*NWA Position Paper – Guidelines for WIC Agencies Providing Breast Pumps

ATTACHMENTS:

- *Decision Tree for Provision of a Breast Pump
- *Assessment Checklist – Which Breast Pump is Best For You?
- *Sample Breast Pump Inventory List