DEPARTMENT OF CORRECTIONS

Policy Number:	**500.460**
Title:	**Lactation Program**
Effective Date:	**12/05/23**

PURPOSE: To promote infant development and health, address physiological needs, facilitate the storage and collection of the breast milk, and support incarcerated people who have given birth before or while incarcerated.

APPLICABILITY: Minnesota Correctional Facility (MCF) – Shakopee.

DEFINITIONS:

Correctional Operations Management System (COMS) – a custom database application used by the department of corrections to maintain information about incarcerated people/residents.

Designated individual – person chosen by the incarcerated person to pick up breast milk.

Identified staff – a nursing staff person or parenting coordinator assigned for breast milk pick up.

Lactation – the secretion of milk by the mammary glands and the period of time that a mother lactates to feed her young.

Lactation multi-disciplinary team – for participants who are in restrictive or step-down housing, a team including the participant and designated staff from the following DOC business units or roles: parenting coordinator, associate warden of operations (AWO), health services, assigned caseworker, discipline officer (if relevant), and tribal affairs (if relevant).

ODocS – a document management system the department uses for maintaining documents in individual files for incarcerated people/residents.

Valid identification (ID) – a valid driver's license from the state of residence, photo identification (ID) card from the state of residence, a valid photo military ID card (active duty only), a valid tribal ID card as described in Minn. Stat. § 171.072 (b) and (c), or valid passport if a resident of a foreign country.

PROCEDURES:

A. The department recognizes the benefits of breastmilk and the challenges that childbirth and lactation raise for incarcerated parents. When feasible, DOC staff must permit lactating parent to express breast milk in accordance with this policy.

B. Collection of breast milk

The lactating parent must:

1. Collect breast milk in a designated location.

2. Label each bag of breast milk with their name, identification number (OID), number of ounces, and date of collection.

3. Place the breast milk in the storage bag and immediately communicate with unit staff to set up a breast milk pick up/drop off, or to notify the parenting coordinator if the milk is to be frozen for pick up/drop off.

C. Storage of breast milk

1. Nursing staff must check the freezer temperature each shift and document the temperature on the log. If the temperature is not in the specified range, the staff person must take corrective action. The registered nurse (RN) supervisor must retain the freezer temperature control logs for a period of six months.

2. Breast milk must not be stored longer than seven days.

3. Breast milk must be stored in compliance with Centers for Disease Control (CDC) guidelines (link attached).

D. Pick up of breast milk

When being picked up:

1. On the day the milk is scheduled to be picked up, the identified staff person must deliver the milk to the facility lobby at the scheduled pick-up time for the designated individual.

2. Facility staff must make available and maintain the list of approved designated individuals for milk pick up.

3. Designated individuals must commit to a pre-arranged scheduled time through mutual agreement.

4. Each designated individual must present a valid photo identification card.

5. The identified staff person must provide breast milk storage guidelines to the designated individual upon pick up.

E. Staff Responsibility

1. The parenting coordinator must:
   a) Determine whether an incarcerated person's parental rights have been terminated, thus making them ineligible; Refer to the Lactation Program Agreement (attached) for additional eligibility criteria;

   b) Inform the incarcerated person they may be eligible to participate in breast milk collection and that they must make the decision prior to their admittance to the hospital; Verify they are planning to collect and temporarily store breast milk during the birth plan discussion;

c) Inform the incarcerated person that they must sign the Lactation Program Agreement, and then ensure the completed form is entered into the ODocS computer system, where it is retained;

d) Notify nursing services (and behavioral health, if applicable) that the incarcerated person is participating in breast milk collection and storage;

e) Obtain consent from the infant's legal guardian to allow the infant to receive breast milk from the lactation program; and

f) Inform designated individuals of the program requirements.

2. Nursing services staff must:

a) Assure that any incarcerated person who is pregnant or has given birth in the past six weeks, is provided appropriate educational materials and resources related to pregnancy, childbirth, breastfeeding, and parenting (Minn. Stat. § 241.89, Subd. 2 (a)(3));

b) Receive notification from the parenting coordinator that an incarcerated person is participating in breast milk collection and storage;

c) Reinforce the education provided within the hospital setting regarding collection of and maintenance of milk supply;

d) Refer the incarcerated person to a consultant or doula as needed for additional education, and if concerns arise from the inability to maintain milk supply;

e) Ensure the incarcerated person has the necessary supplies to participate in breast milk collection and storage;

f) Instruct the incarcerated person on cleaning the breast pump machine and supplies in accordance with the instructions, which come with the machine;

g) Enter a statement in COMS indicating the authorized equipment and supplies; and

h) Instruct the incarcerated person to notify nursing services if any signs and symptoms of infection develop and provide further guidance and evaluation.

3. The control center officer must notify identified staff of the arrival of designated individuals for breast milk pick up.

F. <u>Incarcerated Person Responsibilities</u>

The incarcerated person must sign and abide by the Lactation Program Agreement.

G. Multi-Disciplinary Team

The multi-disciplinary team must review the participation of an incarcerated person who is housed in the restrictive housing unit.

INTERNAL CONTROLS:

A. The registered nurse supervisor retains freezer temperature control logs for a period of six months.

B The Lactation Program Agreement Form is retained in ODocS.

REFERENCES: Minn. Stat. §§ 171.072 (b) and (c); 241.89, Subd. 2 (a)(3)

REPLACES: Policy 500.460, "Lactation Program," 5/5/20.
All facility policies, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

ATTACHMENTS: Lactation Program Agreement (500.460A)
Lactation Program Agreement Addendum (500.460B)
CDC Guidelines

APPROVALS:
Deputy Commissioner, Chief of Staff
Deputy Commissioner, Client Services and Supports
Assistant Commissioner, Agency Services and Supports
Assistant Commissioner, Facilities
Assistant Commissioner, Facilities
Assistant Commissioner, Health, Recovery, and Programming