



McLeod County Public Health Nursing Service

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Glencoe, Minnesota 55336

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Health and Human Services Lactation Room Employee Agreement

Use of the room

- A door sign or dry-erase board will be located outside the door. Please indicate the approximate time you will be done using the room.
- A “privacy please” sign will also be available to hang on the outside door handle.

Storage of breastmilk in refrigerator located in Lactation Room

- Fresh milk should be stored in hard plastic/glass containers or breastmilk storage bags.
- Label containers with your NAME and DATE.
- Milk left in the refrigerator over 5 days will be disposed of along with the container it is stored in.

Cleaning of refrigerator/room

- Custodial Services is not responsible for cleaning the refrigerator. It is expected that the mothers using the refrigerator will keep it clean.
- Users of room will keep the area tidy by picking up any dropped food or personal garbage in the lactating area.
- Each mother is expected to clean the table/desk after using. Cleaning supplies or wipes will be provided in each lactation room.
- Custodial Services will empty the garbage can and vacuum during regular building rounds.

This room is provided as a convenience for nursing mothers, and employees assume any risks associated with use of the facilities. McLeod County is not responsible for secure storage, safe handling of breast milk or security of other personal items.

I understand the above expectations and will return the room key to Public Health when I am no longer using it.

Employee Signature

Date

Employee printed name

Employee phone extension

Public Health Witness

Key # issued