



## HUMAN RESOURCES

### MEMORANDUM

**TO:** Deans / Directors / Supervisors

**FROM:** Julius Hilburn *JCH*  
Associate Vice President and  
Chief Human Resources Officer

**DATE:** March 3, 2011

**SUBJECT:** University Supports Accommodations for New Mothers

The university supports meeting the needs of nursing mothers in the workplace. The Health Care Reform Bill, also known as the Patient Protection and Affordable Care Act (PPACA), directs employers to provide accommodations for nursing mothers in the following two ways:

- Reasonable Break Time - A "reasonable break time for an employee to express breast milk for her nursing child for one year after the child's birth each time such employee has need to express the milk." According to this law, time spent beyond the normal break time will be considered unpaid.
- An Appropriate Private Place - "A place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, which may be used by an employee to express breast milk." A bathroom, even if private, is not a permissible location.

Additionally, the university has chosen to exceed the minimum requirements of the PPACA in two ways. First, these accommodations will apply to all nursing mothers regardless of payroll status; exempt (salaried) and non-exempt (hourly-paid) employees are included. Second, supervisors may make arrangements with the employee to make-up time that may be needed beyond the normal break schedule, or to use available paid leave in accordance with university policies.

If you have any questions or need additional information, please contact Employee Relations in Human Resources on your campus.