

Date: _____

To: _____

From: Your employee's health care professional

Dear Employer:

_____ recently introduced a new member into her family. She has chosen to breastfeed her new baby so that she and her baby can benefit from the important health opportunities it provides. She looks forward to returning to work soon and wants to make the transition as smooth as possible.

Employers today face many challenges in creating and maintaining a work environment that balances the need for efficiency and effectiveness on the job while supporting working families. Research suggests that breastfeeding mothers take fewer sick days because of the improved health benefits for mom and baby. Also, it is likely a mother's productivity would increase when she believes she is doing all she can to provide the best nutrition for her baby.

I am asking for your help in providing flexible work arrangements to ease both mother and baby into their new routines.

She will need to express, or pump, breast milk while at work to support an adequate milk supply for her baby at home. She will need to take a 20-minute break every _____ to _____ hours in a quiet, private place. She will also need access to an electrical outlet during this time.

Thank you for your help in supporting _____'s decision to breastfeed her baby and for easing her transition back to work.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Dr. _____ (Signed)

Dr. _____ (Printed)