North Carolina Breastfeeding-Friendly Child Care Designation
Application Checklist and Online Resources

The following is a checklist of required documentation and a list of available online resources to help your child care facility achieve steps in the ten steps of the North Carolina Breastfeeding-Friendly Child Care Designation. To apply, please download the North Carolina Breastfeeding-Friendly Child Care Designation Application at the North Carolina Division of Public Health Nutrition Services Branch website: http://www.nutritionnc.com/breastfeeding/childcare.htm.

**STEP ONE: Make a commitment to the importance of breastfeeding, especially exclusive breastfeeding, and share this commitment with fellow staff.**

<table>
<thead>
<tr>
<th>Required Documentation</th>
<th>Recommended Resources</th>
</tr>
</thead>
</table>
| 1.1a A written policy promoting and supporting exclusive breastfeeding. | • Sample Child Care Center Breastfeeding Policy  
• Ten Steps to Breastfeeding-Friendly Child Care |
| 1.1d A copy of materials used to communicate the breastfeeding policy to new staff members. | • Our Child Care Center Supports Breastfeeding Handout |
| 1.2b A copy of the staff evaluation form or log showing observations of staff providing breastfeeding support activities. | • Include signatures and dates from staff and facility representative. |
| 1.3a If different from policy submitted in Step 1.1a, a written policy promoting and supporting exclusive breastfeeding shared with families. | • Sample Child Care Center Breastfeeding Policy |
| 1.4b Samples of the non-commercial education materials about the benefits of breastfeeding and/or the risks of formula feeding. | Office on Women's Health, US DHHS  
• Breastfeeding; Why Breastfeeding is Important  
Carolina Global Breastfeeding Institute  
• Breastfeeding: Making It Work – A Guide for Parents and Caregivers |

**STEP TWO: Train all staff in the skills to support and promote optimal infant and young child feeding.**

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</table>
| 2.2a Provide any training agendas, outlines, objectives, and resources on optimal feeding guidelines. If there was a formal training session, include the name, position and credentials of the trainer. | Carolina Global Breastfeeding Institute  
• Breastfeeding University |

Breastfeeding-Friendly Child Care Training:  
*FREE* for Child Care Centers in North Carolina (2 hrs)  
- Contact Kathleen Anderson  
klanderson@unc.edu 919-445-0328

Let's Move! Child Care -- Free On-Line Training:  
- Childhood Obesity Prevention: LMCC – Support Infant Feeding |

- Sign-in sheet should include training topic, date of training, printed name and signature of employee, dates, and position.
North Carolina Breastfeeding-Friendly Child Care Designation
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| 2.3 | Which resource(s) does the facility use for breast milk storage training? | Carolina Global Breastfeeding Institute  
- [Human Milk Storage: Guidelines for Child Care Facilities](#) |
| 2.4b | The most recent copy of staff evaluation that includes observation of how well the staff recognizes infant hunger cues. | Carolina Global Breastfeeding Institute  
- [Infant Feeding: A Guide for Parents and Caregivers](#) |

**STEP THREE: Inform women and families about the importance of breastfeeding.**

<table>
<thead>
<tr>
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</table>
| 3.1a                   | Carolina Global Breastfeeding Institute  
- [Breastfeeding and Child Care: What Moms Can Do](#)  
- [Breastfeeding: Making It Work – A Guide for Parents and Caregivers](#) |
| 3.1c                   | Carolina Global Breastfeeding Institute  
- [Breastfeeding Welcome Here – Poster](#)  
- [Our Child Care Center Supports Breastfeeding Poster](#)  
- [Our Child Care Center Supports Breastfeeding Handout](#)  
NC DHHS, WIC  
- [Making a Difference for WIC Families](#) |
| 3.2b                   | North Carolina Breastfeeding Coalition  
- [Parent Resources](#)  
American Academy of Pediatrics  
- [Breastfeeding](#)  
La Leche League International  
- [Resources](#)  
U.S. DHHS, Office on Women’s Health  
- [Your Guide to Breastfeeding](#)  
- [Pumping and breastmilk storage](#)  
- [It’s Only Natural](#) |

**STEP FOUR: Provide learning and play opportunities for children which normalize breastfeeding.**

<table>
<thead>
<tr>
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</table>
| 4.1a                   | Carolina Global Breastfeeding Institute  
- [Breastfeeding-Friendly Books and Toys](#) |
| 4.2a                   | Carolina Global Breastfeeding Institute  
- [Breastfeeding-Friendly Books and Toys](#) |
### STEP FIVE: Ensure that all families we serve are able to properly store and label milk for child care facility use.

<table>
<thead>
<tr>
<th>Required Documentation</th>
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</tr>
</thead>
<tbody>
<tr>
<td>☐ 5.1a A picture of your refrigerator and freezer space for storing expressed human milk.</td>
<td>• Please send a picture of your refrigerator and freezer. Please have one picture with the doors open showing your storage space for human milk.</td>
</tr>
</tbody>
</table>
| ☐ 5.2a A copy of the policy and/or educational materials for families on how to label and store human milk. | Carolina Global Breastfeeding Institute  
  • [Breastfeeding and Child Care: What Moms Can Do](#)  
  Mayo Clinic  
  • [Infant and toddler health](#)  
  U.S. DHHS, Office on Women’s Health  
  • [Pumping and breastmilk storage](#)  
  Kids Health  
  • [Breastfeeding FAQs: Safely Storing Breast Milk](#) |
| ☐ 5.2c If used, documentation that families have been made aware of the human milk labeling and storage policy. | • Include signatures and dates from family and facility representative. |

### STEP SIX: Provide a breastfeeding-friendly environment.

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<thead>
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</thead>
<tbody>
<tr>
<td>☐ 6.1b A picture of your a breastfeeding-friendly space other than a bathroom that is shielded from view by staff and the public for mothers to breastfeed their children or express milk.</td>
<td>• Please send a picture of your breastfeeding-friendly space.</td>
</tr>
</tbody>
</table>
| ☐ 6.2a A picture of any breastfeeding promotion posters and photos displayed in your child care facility. | Carolina Global Breastfeeding Institute  
  • [“Breastfeeding Welcome Here” Poster](#)  
  • [Our Child Care Center Supports Breastfeeding Poster](#)  
  • [Our Child Care Center Supports Breastfeeding Handout](#) |
| ☐ 6.3c Documentation or sample materials used to invite mothers to nurse their babies in your facility. | Carolina Global Breastfeeding Institute  
  • [“Breastfeeding Welcome Here” Poster](#) |

### STEP SEVEN: Support breastfeeding employees.

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</table>
| ☐ 7.1b A picture of your breastfeeding-friendly space other than a bathroom that is shielded from view by staff and the public to breastfeed their children or express milk. | Eat Smart Move More North Carolina  
  • [Eat Smart North Carolina: Businesses Leading the Way in Support of Breastfeeding](#)  
  • Please send a picture of your breastfeeding-friendly space. |
| ☐ 7.3a A copy of your facility’s policy for breastfeeding employees who need to breastfeed or express milk while they are working. | Carolina Global Breastfeeding Institute  
  • [Supporting Breastfeeding Employees: Breastfeeding Benefits Everyone](#)  
  • [Supporting Breastfeeding Employees Handout](#)  
  Eat Smart Move More North Carolina |
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**STEP EIGHT: Ensure feeding plans are breastfeeding-friendly and support best infant feeding practices.**

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<thead>
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<tr>
<td>8.1b An example of a written breastfeeding-friendly feeding plan.</td>
<td>Carolina Global Breastfeeding Institute • <a href="#">Infant Feeding Plan</a></td>
</tr>
<tr>
<td>8.2a A copy of the materials used to educate families on responding to feeding cues and nursing infants on demand rather than on a strict feeding schedule.</td>
<td>Carolina Global Breastfeeding Institute • <a href="#">Infant Feeding: A Guide for Parents and Caregivers</a></td>
</tr>
<tr>
<td>8.3a A copy of the materials used to educate families on beginning solid foods around 6 months of age.</td>
<td>American Academy of Pediatrics • <a href="#">Switching to Solid Foods</a></td>
</tr>
</tbody>
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**STEP NINE: Contact and coordinate with local skilled breastfeeding support and actively refer.**

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<tbody>
<tr>
<td>9.1b A copy of a community breastfeeding resources referral list.</td>
<td>• <a href="#">NC WIC County Directory</a></td>
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</table>

**STEP TEN: Continue updates and learning about the protection, promotion, and support of breastfeeding.**

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<thead>
<tr>
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<tbody>
<tr>
<td>10.1b A copy of annual breastfeeding training agendas, outlines, objectives, and resources. If there was a formal training session, include the name, position and credentials of the trainer.</td>
<td>Carolina Global Breastfeeding Institute • <a href="#">Breastfeeding University</a> Breastfeeding-Friendly Child Care Training: <strong>FREE</strong> for Child Care Centers in North Carolina (2 hrs) o Contact Kathleen Anderson</td>
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| 10.1c | A list of current breastfeeding references available for staff in child care facility staff. | • La Leche League International  
• Professional resources |
| 10.2b | A copy of the training sign-in sheet. | • Sign-in sheet should include training topic, date of training, printed name and signature of employee, dates, and position. If there was a formal training session, include the name, position, and credentials of trainer. |
| 10.3b | A copy of the survey or poll questions to receive feedback about your child care facility’s breastfeeding support and promotion to families. | • Include signatures and dates from family and facility representative. |
Listing of Website Addresses (in order of appearance)

North Carolina Breastfeeding-Friendly Child Care Designation Online Application:
http://www.nutritionnc.com/breastfeeding/childcare.htm

**Step One:**

**Carolina Global Breastfeeding Institute**

**Office on Women’s Health, US DHHS**
- Breastfeeding; Why Breastfeeding is Important: http://www.womenshealth.gov/breastfeeding/breastfeeding-benefits.html

**Carolina Global Breastfeeding Institute**

**Step Two:**

**Carolina Global Breastfeeding Institute**
- Breastfeeding University: http://www.breastfeedinguniversity.com
- Breastfeeding-Friendly Child Care Training:
  - FREE for Child Care Centers in North Carolina (2 hrs)
  - Contact Kathleen Anderson
    klanderson@unc.edu 919-445-0328

**Let’s Move! Child Care**
- Supporting Breastfeeding Moms and Babies: Tips and Resources for Providers Webinar:
  http://www.healthykidshealthyfuture.org/home/resources/webinars.html

**Resources for Child Care Facility Staff** on Handling and Storage of Human Milk for NC Child Care Facilities:

**Carolina Global Breastfeeding Institute**

**Carolina Global Breastfeeding Institute**

**Step Three:**

**Carolina Global Breastfeeding Institute**
- Breastfeeding: Making It Work – A Guide for Parents and Caregivers:

Updated: January 5, 2016
Listing of Website Addresses (in order of appearance)

- NC DHHS, WIC
- North Carolina Breastfeeding Coalition
  - Parent Resources: [http://ncbfc.org/?option=com_content&view=section&id=20&Itemid=108](http://ncbfc.org/?option=com_content&view=section&id=20&Itemid=108)
- American Academy of Pediatrics
  - Breastfeeding: [http://www.healthychildren.org/English/ages-stages/baby/breastfeeding/Pages/default.aspx](http://www.healthychildren.org/English/ages-stages/baby/breastfeeding/Pages/default.aspx)
- La Leche League International
  - Resources: [http://www.llli.org/resources.html?m=0](http://www.llli.org/resources.html?m=0)
- U.S. DHHS, Office on Women’s Health
  - It’s Only Natural: [http://womenshealth.gov/itsonlynatural/](http://womenshealth.gov/itsonlynatural/)

**Step Four:**

*Carolina Global Breastfeeding Institute*


**Step Five:**

*Carolina Global Breastfeeding Institute Carolina Global Breastfeeding Institute*


*Mayo Clinic*

- U.S. DHHS, Office on Women’s Health

*Kids Health*


**Step Six:**

*Carolina Global Breastfeeding Institute*

Listing of Website Addresses (in order of appearance)

- [Poster.pdf](http://cgbi.sph.unc.edu/files/2013/11/Breastfeeding-Welcome-Here-Poster.pdf)
- [Our Child Care Center Supports Breastfeeding Poster](http://cgbi.sph.unc.edu/files/2013/11/Our-Child-Care-Center-Supports-Breastfeeding.pdf)
- [Our Child Care Center Supports Breastfeeding Handout](http://cgbi.sph.unc.edu/files/2013/11/Our-Child-Care-Center-Supports-Breastfeeding.pdf)

**Step Seven:**

_Eat Smart Move More North Carolina_

_Carolina Global Breastfeeding Institute_

**Step Eight:**

_Carolina Global Breastfeeding Institute_

_NC DHHS, Nutrition Services Branch_

_American Academy of Pediatrics_
- Switching to Solid Foods: [http://www.healthychildren.org/English/ages-stages/baby/feeding-nutrition/Pages/Switching-To-Solid-Foods.aspx](http://www.healthychildren.org/English/ages-stages/baby/feeding-nutrition/Pages/Switching-To-Solid-Foods.aspx)

_NC DHHS, Nutrition Services Branch_
- Help me be Healthy; 6 to 12 months: [http://www.nutritionnc.com/edres/doc/InfantNutritionEducation/HMBH6-12mosENG.pdf](http://www.nutritionnc.com/edres/doc/InfantNutritionEducation/HMBH6-12mosENG.pdf)

_NC Division of Public Health; NSB_

_Child Care Center Handbook – Division of Child Development and Early Education_

**Step Nine:**

_NC Carolina Nutrition Services Branch_


_La Leche League of North Carolina:_
- Find a Local Meeting and Local Leader: [http://www.lllofnc.org/LocalGroups.html](http://www.lllofnc.org/LocalGroups.html)
Listing of Website Addresses (in order of appearance)

**NC Public Health; NSB; WIC**

**International Lactation Consultant Association:**
- Find an International Board Certified Lactation Consultant (IBCLC): http://www.ilca.org/i4a/pages/index.cfm?pageid=3337

**Step Ten**
- La Leche League International: http://www.llli.org/
- Professional resources: http://store.llli.org/public/category/7