

Lactation/Quiet Rooms Physical Specifications

L/QR in New Construction

New construction on the University of Texas at Austin campus will provide for multipurpose private rooms, called Lactation/Quiet Rooms, approximately 10' by 14' for use by staff, faculty, and students. Intended users are nursing mothers and employees who need rest during the workday related to treatment of a non-contagious medical condition. Ideally, Lactation/Quiet rooms will be located around campus so that no user has more than a five-minute walk for access in order to minimize time away from the workplace.

At a minimum **the room in new construction** should have a recliner or chaise lounge, a small table with chair, a sink, and at least two dual electrical outlets for maximum flexibility for equipment. The room should also include a mirror, at least one clothes hook, and a small refrigerator. Items which are **recommended but not required** are absorbent paper towels, liquid soap, hand sanitizer, a clock, and floor lamps or other indirect/soft lighting sources. Costs are built in to the cost of the new construction.

L/QR in Existing Buildings

Lactation/Quite Rooms **in a remodeled facility** should follow the guidelines above where possible. In areas with severe space limitations, a room without a sink is permissible. In cases where a sink is not included, proximity to a restroom is desirable, although being on the same floor as a restroom should be sufficient. Similarly, one chair that can be either in an upright or reclining position is acceptable in place of both a recliner and a chair where space is limited. A small refrigerator is suggested but not required. **Costs are handled by the departments sponsoring the development of these rooms in existing buildings.**

Signage

Lactation/Quiet rooms in new buildings will utilize standard signage developed by Project Management and Construction Services. The outside door sign is titled "Lactation/Quiet Room" and will include the room logo and contact information for room access. Additionally, instructions for room use should be posted inside the room. These instructions could include how to access the room, room hours, room cleaning, refrigeration use, and contacts for room specific questions. Room managers may choose whether to list departments who sponsored or contributed to the creation of the room. Managers for rooms in existing buildings may inquire about using the above signage or develop their own based on individual needs. *HealthPoint* Work/Life Balance Program can advise departments and make recommendations regarding signage, access, and room configuration.

Access

Departments will also need to decide how the room will be **accessed**. This can be by a key to be checked out at a designated location, a proximity card reader, a coded key pad, or other procedure determined locally. Departments may consult with the UT Police Department to be sure officers would be able to enter the room in an emergency.

For clarification or other issues, please contact **Work/Life** at 471-3366 or eap@austin.utexas.edu