



**PROCEDURE**

**Baby Friendly Health Initiative (BFHI):  
 Professional development requirements for staff**

This document should be read in conjunction with this [Disclaimer](#)

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**Purpose**

**BFHI step 2 – Ensure that staff have sufficient knowledge, competence and skills to support breastfeeding.**

To ensure **all** staff providing care to new mothers have the necessary education and understanding to adhere to the Baby Friendly Health Initiative (BFHI) and implement the breastfeeding (BF) guidelines.

**Background**

- Timely and appropriate care for breastfeeding mothers can only be accomplished if staff have the knowledge, competence and skills to carry it out.
- Training enables staff to develop effective skills, give consistent messages and implement policy standards.
- Staff should update and submit their [mandatory training checklist](#) on an annual basis. This should include evidence of achievement of mandatory BFHI education.

## Procedure

### New to KEMH Group 1 staff

**Group 1:** All Staff who assist mothers with breastfeeding are required to have a minimum of 20 hrs breastfeeding education including at least 3 hours of supervised clinical experience (supervised clinical experience can be acquired in a single session or cumulatively through supervised experience during normal working day activities). The content delivery of the 20 hours is flexible: there must be a **minimum of 8 hours theoretical education** covering the BFHI curriculum. The balance may consist of further education or supervised clinical experience in breastfeeding skills relevant to their area of work.

**Recognition of Prior Learning (RPL): Group 1 Staff are eligible for up to 12 hours RPL as part of the 20 hrs requirement. RPL can include theoretical education in breastfeeding and supervised clinical experience in breastfeeding skills.**

- Relevant BFHI education from another facility can be credited towards the education required.
- Documented evidence must be provided

Role	Requirement	Comments
All new staff	BFHI introduction	BFHI face to face session at nursing and midwifery orientation – skill code 91070.
Midwife	Attend KEMH Breastfeeding (BF) face to face policy study day (8 hours + 3 hours pre-reading) within 6 months of commencement	RPL (9 hours) for initial education including clinical supervision based on requirements met during initial midwifery registration course – assessed on an individual basis.  Completion recorded in ALESCO following attendance at BF policy study day - Skill code 91250 (BFHI G1) recorded by staff development midwife (GMP midwives entered by GMP Coordinator) at 3 month

		new staff follow up.
Nurse working with babies	Attend BF policy study day (8 hours + 3 hours pre-reading) Complete KEMH BF modules (x 8 hours) Clinical supervision during orientation (3 hours)	Completion assessed at 3 month new staff follow up. Skill code 91250 (BFHI G1) entered into ALESCO following completion of all requirements by staff development nurse.
Graduate nurse	GNP Lactation study day (8 hours) Complete KEMH BF modules (8 hours) Clinical supervision during orientation (4 hours).	Completion assessed at 3 month graduate follow up. Skill code 91250 (BFHI G1) entered into ALESCO following completion of all requirements by GNP Coordinator.

**Group 2:** All other staff who may provide general breastfeeding advice but do not assist mother with breastfeeding (some non-clinical midwives, medical staff, pharmacists, physiotherapists, speech pathologists and dieticians) are required to have a minimum of 2 hours education on the facility's BF policy, relevant skills, the International Code of Marketing Breast milk substitutes and Acceptable Medical Reasons for the use of Breast Milk Substitutes.

For this group of staff, the BFHI Introduction e-learning package can be accessed at <https://www.nmhsrto.moodle.com.au/course/view.php?id=545>

(Course code: 02020)

**OR**

Attendance at a Breastfeeding tutorial facilitated by the Breastfeeding Centre.

\* *Additional optional e-learning modules are located at:*

<https://www.nmhsrto.moodle.com.au/course/index.php?categoryid=124>

Completion by face to face will be manually recorded in ALESCO by delegated administrative staff following attendance.

**Group 3:** Staff who have contact with pregnant women and mothers but do not give breastfeeding assistance and do not provide advice as part of their role are required to have orientation on the facility's BF policy (answer relevant questions).

**Note:** this includes ward clerks, hearing screening staff, perioperative and recovery room staff and relevant domestic/catering staff.

- For this group of staff, an e-learning package is available at

<https://www.nmhsrto.moodle.com.au/course/view.php?id=572>

Alternatively departments could contact the Breastfeeding Centre for a face to face session.

Completion by face to face will be manually recorded in ALESCO by delegated administrative staff following attendance. (Course code: 01707, 0.75 hours, BFHI G3)

### **Requirements for agency staff and others who have not yet completed 20 hours compulsory BFHI education**

The [Hospital Breastfeeding Policy](#) and [clinical guidelines](#) will be available via Healthpoint or hard copy for:

- New staff; agency /relieving staff and students who are advising or assisting mothers with breastfeeding
- Mother-to-mother support counsellors or peer counsellors who provide education or visit breastfeeding mothers
- Other personnel with visiting rights to breastfeeding mothers

### **Requirements once initial education has been completed<sup>1</sup>**

#### **Group 1:**

- Staff who assist mothers with breastfeeding, who have completed appropriate initial education (20 hours), must have further relevant breastfeeding education between assessments, including a reorientation of the Breastfeeding Policy. **For KEMH Group 1 staff this is a minimum of 3 hours of relevant breastfeeding education annually** or 8 hours every 3 years

Continuing education may include:

- Attendance at relevant breastfeeding sessions or workshops (KEMH or external)
- Evidence of reflecting upon breastfeeding research and articles
- Conducting breastfeeding education sessions for staff
- Repeat or update of original BF education

Participation in education hours must be documented. Completion of annual breastfeeding education requirements are recorded on the mandatory training checklist. Manual data entry by staff development nurses/midwives in ALESCO with skill code: 91240 following annual review.

From August 2019 all staff attending compulsory in-service will attend a reorientation to BFHI and the breastfeeding policy. This will be recorded using the skill code: 91265 (BFHI re-orientation)

**Groups 2 and 3:** Staff who have contact with pregnant women and mothers who completed appropriate initial education as above must have a repeat / update of

orientation on the Breastfeeding Policy. This may include a face to face session, written information or repeat of the relevant e-learning package.




## References

1. BFHI Australia. **Standards for Implementation of the Ten Steps**, Booklet 1, ed. 2018.
2. Baby Friendly Health Initiative Australia. BFHI handbook for maternity facilities [Internet]. Canberra: Australian College of Midwives; 2016.

## Related WNHS policies, procedures and guidelines

- [Hospital Breastfeeding Policy](#)
- Obstetrics & Gynaecology [Clinical guidelines](#): Breastfeeding

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