



# The Keystone 10 Initiative

## Step 2: Train all health care staff in the skills necessary to implement the facility breastfeeding policy.

Patients view healthcare professionals as a respected source of breastfeeding information and guidance. Research confirms that health professionals have an impact on families' infant-feeding decisions. Having staff that demonstrate the skills to support breastfeeding mothers/families results in increases in breastfeeding initiation, duration, and exclusivity. Staff that is knowledgeable about facility policies and practices and is appropriately trained to support the establishment and maintenance of breastfeeding is fundamental to the successful implementation of the breastfeeding policy. Families that receive consistent information and support from all healthcare staff will have increased confidence in the facility and in their own abilities to care for their newborns.

Step two expects all staff receive training on the facility breastfeeding policy and appropriate methods to support breastfeeding. The facility should have a method to track staff training. If one does not exist, a tracking tool should be developed that documents employee name, type of training, hours of instruction, completion date, etc. Training should be matched to each staff member's scope and role within the facility. The facility will determine which staff members fall into the categories discussed below.

All maternity care nurses who have been on staff a minimum of six months should receive 18-20 hours of competency-based breastfeeding training including at least three to five hours of supervised clinical-skills training. This training should include how to support non-breastfeeding mothers/families. Training should be documented within one year of breastfeeding policy implementation. If documentation is requested by Keystone 10, the facility should be able to provide training documentation for a minimum of **80%** of the staff.

Physicians, midwives, physician assistants, and advanced practice registered nurses with privileges for labor, delivery, maternity and nursery/newborn care should have a minimum of three hours of breastfeeding management education pertinent to their role. Training should be documented within one year of breastfeeding policy implementation. If documentation is requested by Keystone 10, the facility should be able to provide training documentation for a minimum of **80%** of the staff.

Non-maternity care/non-clinical staff members/volunteers received policy awareness-level training that is adequate, given their roles, to provide them with the skills and knowledge needed to support breastfeeding families. Training should be documented within one year of breastfeeding policy implementation. If documentation is requested by Keystone 10, the facility should be able to provide training documentation for a minimum of **80%** of the staff.

**The Keystone 10 Toolkit provides step two implementation strategies and guidance on pages 20 - 27. Tab 11 in the toolkit, Resources for Each Step, provides a comprehensive action plan and a facility impact worksheet for step two.**

For completion of this step, the facility should ensure:



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- Staff is trained to be knowledgeable about facility policy and how to support the establishment and maintenance of breastfeeding (training should be matched to each staff member's scope and role within the facility)
- Staff have the ability to empower families to make informed infant-feeding decisions by communicating an understanding of the benefits and management of breastfeeding (training should be matched to each staff member's scope and role within the facility)
- Families are supported in their chosen infant-feeding method(s) in an atmosphere of respect

Please consult the guidance below on training that has occurred in the last three - five years, acceptable training options for staff, etc.

**Direct Care Staff:** 15 hours (very specific topics) plus competencies (see below)

- Provide Keystone 10 documentation of training and training dates for each staff person

## **Training Options:**

### **Keystone 10 Training**

- Offered several times a year
- No fee
- CMEs/CEUs
- Contact Dottie Schell for more information: [dschell@paaap.org](mailto:dschell@paaap.org)

### **Recognized Trainings**

- Healthy Children
- 20 hour, 3 day Interdisciplinary Breastfeeding Management Course by Nikki Lee

### **Recognized Online Trainings**

- First Latch: <http://www.firstlatch.net/>
- Step 2: <http://step2education.com/>
- Jones Bartlett learning: <http://www.jblearning.com/catalog/Details.aspx?isbn13=9781284082029>

**Other trainings (contact [dschell@paaap.org](mailto:dschell@paaap.org) prior to application submission to ensure training meets Keystone10 guidelines)**

- Show objectives, outline, topics covered and length of time.
- Some hospitals develop their own - must show objectives, outline, topics covered and length of time

## **Previous Training:**

**Trained in last 3 years (from March 15, 2015) - documentation needed**

### **Trained 3-5 years ago**

- Refresher training or additional education may be needed
- If IBCLC or educated paraprofessional such as CLC, CBC, CLE, etc., show us your continuing education credits to maintain certification
  - May need competencies



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- May be asked to submit an outline of your training
- Longer than 5 years – to be determined (please contact [dschell@paaap.org](mailto:dschell@paaap.org))

**Training Requirements for Medical Staff: physicians, nurse practitioners, physician assistants, certified nurse midwives:** 3-4 hours plus competencies (see below)

## Training Options:

1. Wellstart offers a free 3 hour module for doctors but no CMES: <http://wellstart.org/>
2. AAP course (residency curriculum-no fee) <http://www2.aap.org/breastfeeding/curriculum/>
3. School of Public Health University at Albany State University of New York (no fee) [http://www.albany.edu/sph/cphce/preventionagenda\\_breastfeeding.shtml](http://www.albany.edu/sph/cphce/preventionagenda_breastfeeding.shtml)
4. Northeastern (no fee) <http://www.northeastern.edu/breastfeedingcme/>
5. First Latch: <http://www.firstlatch.net/>
6. Step 2: <http://step2education.com/>
7. Jones Bartlett learning: <http://www.jblearning.com/catalog/Details.aspx?isbn13=9781284082029>
8. University of Virginia: <http://www.breastfeedingtraining.org>

## **Ancillary Staff: administrative, custodial, dietary, volunteers, and non-maternity departments**

In service on 10 Steps, hospital policy and staff person's role in supporting the initiative

**Competencies:** 3-5 hours taught in class but also onsite, demonstrated by breastfeeding champion on-site and then you are observed. Can be done while on duty or in a separate class.

1. Observing a mom breastfeed and assisting
2. Hand expression
3. Teaching safe formula preparation and storage
4. Prenatal education
5. Skin to skin
6. Pumping and storage
7. Paced bottle feeding

## **Train the Trainer for breastfeeding experts who wish to conduct 15 hour training:**

1. Must attend Keystone 10 - 15 hour training.
2. Meet with Keystone 10 staff and/or participate in conference call/ webinar or face to face meeting. Please contact Dottie Schell at [dschell@paaap.org](mailto:dschell@paaap.org). This will be determined on an individual basis.
3. All must follow training scheduling process of Keystone 10 and maintain fidelity to the curriculum. If process is followed you will be able to give Continuing Education Credits.

**Training questions should be emailed to: [dschell@paaap.org](mailto:dschell@paaap.org)**



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## Application Form for Step 2:

**Train all health care staff in the skills necessary to implement the facility breastfeeding policy**

**Birth facility name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, Zip:** \_\_\_\_\_

**Name of the person completing this application:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

### Validation of completion of Step 2

#### **2.1 Staff training is fundamental to the successful implementation of the breastfeeding policy.**

- a. What percent of maternity care nurses, on staff for at least six months, have completed 18-20 hours of training including three to five hours of clinical skills training within one year of policy implementation?

Provide your facility's percentage here:

- b. What was the maternity care nurse percentage based on?

Training tracking tool       Employee personnel record review



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- c. What percentage of physicians, midwives, physician assistants, and advanced practice registered nurses with privileges for labor, delivery, maternity and nursery/newborn care has completed three hours of breastfeeding management training?

Provide your facility's percentage here:

- d. What was the provider percentage based on?

Training tracking tool       Employee personnel record review

- e. What percentage of non-maternity care/non-clinical staff/volunteers has received awareness-level training related to the facility's breastfeeding policy?

Provide your facility's percentage here:

- f. What was the non-maternity care/non-clinical staff/volunteer percentage based on?

Training tracking tool       Employee personnel record review

**2.2 If facility staff attended trainings that were not provided through Keystone 10 or one of the recognized in-person or online trainings (as described in the Step 2 application narrative), please submit the agenda and training objectives used to train staff along with the number of hours of instruction associated with each training. Note: training of this type should have already been approved by [dschell@paaap.org](mailto:dschell@paaap.org) prior to submitting this application.**

**Thank you for completing this application.  
Please refer to the application instructions page for submission guidance.**