

**DECISION POINT MEMO**

**TO:** Rashad M. Young  
City Administrator

**THROUGH:** Hyesook Chung  
Deputy Mayor

**FROM:** LaQuandra S. Nesbitt, MD  
Director  
Department of Health

**DATE:** September 10, 2018

**SUBJECT:** Decision Point Memo: DC Health Infant-at-Work program

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**Decision Point:**

To approve DC Health's Infant-at-Work program.

**Need for Decision:**

By implementing a pilot Infant-At-Work program, DC Health seeks to support the benefits of allowing a parent and infant to remain together in this earliest stage of life.

**Recommendation:**

Approve the Standard Operating Procedure for DC Health's Infant at Work Program.

The Infant-At-Work program is a voluntary option for employees, subject to approval by the Director of the DC Department of Health, where it is compatible with job requirements.

**ELIGIBILITY:**

1. A full-time DC Health employee who is the parent (through birth, adoption, or placement for foster care) or the legal guardian of an infant between 6 weeks and 180 days old and not yet mobile is eligible to participate in the program, subject to provision of the program, the specific job responsibilities of the parent and subject to ensuring the physical safety of the infant.
2. DC Health employees that wish to participate must be able to perform the essential functions of his/her position; alternative work assignments will not be provided.
3. DC Health employees that wish to participate must not have a below standard evaluation on file or pending or completed disciplinary action.
4. DC Health employees with job responsibilities which involve the provision of direct services and/or regular client or patient contact, may not be eligible for participation in the program.
5. This program is designed to accommodate an individual parent's participation with a single infant.

Liability concerns are addressed via an agreement, consent and waiver form required of all participants to the program (see Attachment B).

**Background/Context:**

DC Health seeks to provide a positive working environment that recognizes parents' responsibilities to their jobs and to their infants by acknowledging that, when an infant is able to stay with a parent, this benefits the family, the employer and the community. The DC Health Infant-At-Work Program encourages new mothers, fathers, or legal guardians to return to work sooner by allowing the new parents to bring their infants to work with them during the first 180 days of their life or until the infant is mobile.

**Other Considerations: N/A**

**List of Attachments:**

See attachments

1. DC Health Infants-At-Work Program – Attachment A Application for the Infant-At-Work Program (Individual Plan)
2. DC Health Infant-At-Work Program – Attachment B Parent Agreement, Consent & Waiver
3. DC Health Infant-At-Work Program – Attachment C Alternative Care Provider Agreement

Recommendations for Inclusion or Exclusion from the Center for Disease Control and Prevention

**Implementation:**

DC Health's Infant-At-Work Program will be implemented via a pilot that will begin on October 1, 2018 at the DC Health main office, 899 N. Capitol Street, NW Washington, DC 20002.

**Mayor's Comments/Need for Briefing?**

If you have any questions or comments, or would like a briefing from staff on this matter, please contact Dr. LaQuandra Nesbitt via [laquandra.nesbitt@dc.gov](mailto:laquandra.nesbitt@dc.gov).