

**Indiana WIC Program
Indiana State Department of Health**

Laptop Computers for Peer Counselors

Policy

Laptop computers will be used to enhance the Loving Support Peer Counselor Program by allowing for real time documentation of breastfeeding contacts and improved use of information resources.

Procedure

- I. The local agency Breastfeeding Coordinator will
 - A. assign a laptop computer to each Peer Counselor
 - B. ensure that each Peer Counselor
 1. is educated on the use of the laptop;
 2. signs the Peer Counselor Laptop Computer Agreement;
and
 3. returns the laptop computer at termination or upon request.
 - C. place the signed Peer Counselor Laptop Computer Agreement in the employee's file with other signed documents.
 - D. randomly monitor each Peer Counselor's internet history for misuse.