



**Mass General Brigham Employee Assistance Program**  
**Work&Life Resource**  
**Employee Lactation Room Access Request**

Congratulations and welcome back! To obtain access to the Employee Lactation rooms please complete the form and double click the "submit form button" to send via email. If you print the form, please email to [EmployeeLactationRooms@partners.org](mailto:EmployeeLactationRooms@partners.org). Note that it can take EAP 24/48 hours to obtain the necessary access. Once the process is complete EAP will email you information pertaining to the room(s). If you have any questions or concerns, feel free to contact us at 866-724-4327. All last-minute requests should be faxed to 617-726-5941.

**Today's Date:** \_\_\_\_\_ **Date Returning to Work:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Employer (entity):** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_  Cell  Home  Work

**Employee ID #:** \_\_\_\_\_ **User Name:** \_\_\_\_\_ **Department:** \_\_\_\_\_

**BWH Badge#:** \_\_\_\_\_

(located on the back, bottom of the badge and it usually begins with a -22\*\*\*\* or a2-22\*\*\*\*\*)

**Email address:** \_\_\_\_\_

**BWFH**

***Employee Lactation Room Location: (Check all that apply)***

3rd & 5th Fl.

**BWH**

1 Brigham Circle 3<sup>rd</sup> & 4<sup>th</sup> Fl.

77 Louis Pasteur Ave

221 Longwood Ave

850 Boylston Street

Foxboro

Hale Building 2nd & 3rd Fl.

LL-L1

Mamava Pod CWN 1st Fl.

Shapiro Center

Thorn Building

Tower

**MGH**

101 Merrimac St.

Bigelow 9<sup>th</sup> Floor

Bigelow 12<sup>th</sup> Floor

Blake 15<sup>th</sup> Floor

Bulfinch 1<sup>st</sup> Floor

CNY Bldg., 149

IHP (3 rooms)

Nashua St.

Revere

Simches

Wang 2<sup>nd</sup> Floor

Yawkey

**MGB**

65 Lansdowne Street

100 Cambridge Street

Assembly Row

**Other**

Chelsea

Danvers

*The "Submit Form Button" does not work on Chrome, Firefox or cell phones. However, if using a cell phone, you will need to hit "done" and "reply all" for the document to be sent to EAP.*

**For EAP Use Only:**

**Calendar Access Submitted:**  Assembly Row  BTM  One Brigham Circle  Thorn

**Security Access Submitted:**  Assembly Row  BWH  CNY  MGH

**EAP Staff Intake By:** \_\_\_\_\_ **Expert #:** \_\_\_\_\_