



To become a BFI assessor in Canada

The Breastfeeding Committee for Canada (BCC) certifies Lead Assessors and Assessors for the Baby-Friendly Initiative (BFI) in Canada

Interested individuals are invited to review the Assessor criteria to ensure this is a commitment that they are able to make. There is a considerable volunteer time commitment leading up to certification, and once certified, the BCC relies on Assessor availability to do document reviews and serve on an assessment team at least once or twice per year. This may require them to take paid or unpaid leave from their place of work.

The process to achieve certification depends on sufficient opportunities being available for Assessor candidates to complete a document review and join the External Assessment teams as observers and attend both a hospital and community health services assessment.

Assessor Candidates

The BCC, in collaboration with the Provincial/Territorial Baby-Friendly Implementation Committees where they exist, will invite selected persons to attend a two-day BCC designated Assessor Certification Course to become Assessor Candidates.

These individuals are members of the BFI committee in their Province/Territory and at the National level.

Some of these persons may have previously taken a Baby-Friendly Hospital Initiative (BFHI) Assessment Course or Orientation, and are known to have the necessary skills which include:

- Excellent breastfeeding knowledge and helping skills (direct experience)
- Extensive Baby-Friendly Initiative (BFI) knowledge (BCC BFI 10 Steps Practice Outcome Indicators for Hospitals and Community Health Services)
- Knowledge of and compliance with the WHO International Code of Marketing of Breastmilk Substitutes, and subsequent relevant WHA Resolutions (The Code)
- Strong experience in hospital or community health facilities or both
- Willingness to work with their Provincial or Territorial Baby-Friendly Initiative Implementation Committee (P/T BFI Committee) to promote and facilitate BFI, and build capacity
- Ability to work independently and collaboratively with the team
- Availability to serve on BFI Assessment Teams (e.g. able to take a leave of absence from their work if necessary. A written undertaking regarding availability will be signed with the BCC)
- Excellent interpersonal, organizational, word-processing and reporting skills

Assessor candidates receive a certificate from the BCC on completion of all competencies.

Certified Assessors are Assessor Candidates who:

- Attended a two-day BCC designated BFI Assessor Certification Course (14 hours of instruction time or equivalent) by invitation, or are a UNICEF-trained BFI Assessor
- Completed a document review and submitted the report to the BCC BFI Assessment Committee (Lead assessor and Provincial/Territorial BFI Committee lead or BCC BFI Assessment Committee Chair)
- Attended an External Assessment in both a hospital and community health service as an observer and then as a volunteer team member (with a recommendation by the certified Lead Assessor)
- Attend subsequent BCC sponsored BFI Assessment updates and/or refresher courses as able.
- Maintain membership of their BFI P/T Committee and/or the Breastfeeding Committee for Canada

Certified Lead Assessors are Assessors who:

- Have completed External Assessments in both hospital and community health services as a certified Assessor
- Received positive, written recommendations from a certified Lead Assessor
- Self-identified readiness to be a Lead Assessor
- Successfully completed an assessment in both hospital and community health services as a Lead Assessor candidate and written the External Assessment report under the mentorship of a Certified Lead Assessor

All written recommendations from a certified Lead Assessor will be submitted to the BCC Assessment Committee for ratification.

Confidentiality

It is important for Assessor Candidates, Assessors and Lead Assessors to respect the privacy of the information they learn as they fulfill their role as Assessor Candidates/Assessors/Lead Assessors. This includes, but is not limited to:

- BCC confidential documents such as the External Assessment Tool and interview questions
- Information about facilities or individuals working in facilities learned through Pre-assessment or External Assessment
- Identifying client information/patient identifiers
- Compliance with the Facility's privacy policy and all applicable privacy legislation

Assessor Candidates, Assessors and Lead Assessors are expected to practice the utmost diligence when private documents such as interview sheets are in their possession. All print materials [both used and unused] are to be returned to the Lead Assessor at the conclusion of the Pre-assessment or External Assessment. Copying or photographing of private documents is not allowed by Assessor Candidates or Assessors.

Confidentiality forms are signed by all participants at BFI assessor workshops and at Assessments and kept on file.

