



Outline developed as part of the MGB Faculty Parental Wellness Program.
 Not to be replicated without permission (parentalwellness@mgb.org).

Meeting Outline for Birth Parents:

Parental Wellness Advocate Instructions: This is a suggested outline to make sure you all hit some highlights, but the session should be participant-driven! We recognize that some of the topics may be more relevant for first-time parents, so please feel free to modify or add topics (for example, managing new sibling adjustment, for those adding a subsequent child) to fit the needs of the participant!

Please do the following at the time of your first meeting:

(1) Review available resources on the Parental Wellness Program website (see “Resources for All Faculty Parents”) to share with your participant.

<https://www.massgeneral.org/faculty-development/resources/parental-wellness-program>

(2) Set calendar reminders to check in with your participant periodically.

(3) Please fill out the stipend request form immediately after each meeting:

<https://redcap.partners.org/redcap/surveys/?s=4C87X4X8KMPMHDJM>

Timeline of Meeting	Proposed content for each meeting
Early expectant phase	<ul style="list-style-type: none"> • General timeline of planning <ul style="list-style-type: none"> ○ How much leave do you want to take? ○ See AskmyHR <ul style="list-style-type: none"> ▪ 8 weeks of medical illness leave (full pay, regardless of mode of delivery) ▪ 8 weeks PO-paid bonding leave (full pay) ▪ 4 weeks state bonding leave (partial pay) • Sharing the news that you’re expecting • Navigating work while expecting • Early logistics <ul style="list-style-type: none"> ○ Clinic scheduling (blocking parental leave/pumping time) ○ Clinical coverage ○ Research coverage/logistics • Resources for baby supplies/equipment • Childcare - What are your thoughts and preferences? Can discuss pros and cons based on personal experience- special recommendation to start searching early! <ul style="list-style-type: none"> ○ Email bwhwomenscareers@partners.org to sign up for MGB Nanny Network emails

	<ul style="list-style-type: none"> • Signing up for an HSA v. FSA - plan early, take advantage of pre-tax dollars
<p>Late expectant phase</p>	<ul style="list-style-type: none"> • Check into make sure details of parental leave are confirmed <ul style="list-style-type: none"> ○ Completing relevant paperwork ○ Finalizing schedule adjustments ○ Setting up Epic In-basket coverage ○ Creating an Out-of-Office email message ○ How to sign out pager • Lactation Resources for breastfeeding parents <ul style="list-style-type: none"> ○ Sign up for EAP lactation room access ○ Evaluate your usual clinical/research space ○ Review helpful supplies to buy • Childcare planning <ul style="list-style-type: none"> ○ Finalizing childcare ○ Back-up childcare (hospital backup centers, care.com, etc.) • Finding a pediatrician • Do you have a support system? Someone you can reach out to with questions?
<p>Parental leave</p>	<ul style="list-style-type: none"> • Walk through first day back • Managing the emotional and logistical return to work • Checklist of what to bring on your first day back • Identify new areas that may need troubleshooting (pumping, paperwork, childcare) • Introducing bottles – tips, tricks, resources • Commuter Rail/T: Sign up before the 2nd Thurs of the month before your return (starts 1st of the month)
<p>Early return to work (3-6 months)</p>	<ul style="list-style-type: none"> ▪ Adjusting to work <ul style="list-style-type: none"> ○ Realistic goal setting and prioritization ○ Emotional aspects of being a working parent ○ Productivity concerns with new time constraints ○ Managing both home and work ○ Delegation at home and work ▪ Identify any logistical hurdles/challenges <ul style="list-style-type: none"> ○ Time management – leaving on time? ○ Work adjusted? Census reduction? ○ Any barriers to getting away to pump? ○ Work-related travel ○ Managing work interruptions due to childcare responsibilities (i.e. sick days)

One year	<ul style="list-style-type: none">• Adjusting to new parenthood<ul style="list-style-type: none">○ Managing both home and work○ Delegating work at home○ Setting up your own “available” schedule and blocking time to be home○ Managing email○ Reviewing challenges and successes from early return to work period○ Reflect on evolution of child from infant to toddlerhood• Goal setting<ul style="list-style-type: none">○ Defining “realistic” - different for each person○ Mapping out the first year, and beyond○ Finding balance/integration of work & home○ Career advancement goals○ How to say “no” or “not right now” without fearing you are losing out on an opportunity
----------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------