



Outline developed as part of the MGB Faculty Parental Wellness Program.
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Meeting Outline for Non-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
Expectant phase (prior to leave)	<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 PO-paid bonding (full pay) ▪ 4 weeks state-paid bonding (partial pay) • Check into make sure details of parental leave are confirmed <ul style="list-style-type: none"> ○ Clinical coverage ○ Research coverage/logistics ○ Completing relevant paperwork ○ Finalizing schedule adjustments ○ Setting up Epic In-basket coverage ○ Creating an Out-of-Office email message ○ How to sign out pager • 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 ○ Support system and back-up childcare (hospital backup centers, care.com, etc.)

	<ul style="list-style-type: none"> • Signing up for an HSA v. FSA - plan early, take advantage of pre-tax dollars • Finding a pediatrician • Resources for baby supplies/equipment • Suggest ways to support expectant birth parent (if applicable) • Preparing for changes in research/clinical productivity • Do you have a support system? Someone you can reach out to with questions?
<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 ○ Work-related travel ○ Managing work interruptions due to childcare responsibilities (i.e., sick days)
<p>One year</p>	<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