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](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](https://redcap.partners.org/redcap/surveys/?s=4C87X4X8KMPMHDJM)

<table>
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<tr>
<th>Timeline of Meeting</th>
<th>Proposed content for each meeting</th>
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| Early expectant phase | • General timeline of planning  
  ○ How much leave do you want to take?  
  ○ See “PWP one-page summary of BWPO/MGPO Parental Leave Policy”  
    ▪ 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 being a physician while expecting  
  • Early logistics  
    ○ 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!  
    ○ Email bhwomenscareers@partners.org to sign up for MGB Nanny Network emails  
  • Signing up for an HSA v. FSA - plan early, take advantage of pre-tax dollars |
| Late expectant phase | • Check into make sure details of parental leave are confirmed  
|                      |   o Completing relevant paperwork  
|                      |   o Finalizing schedule adjustments  
|                      |   o Setting up Epic In-basket coverage  
|                      |   o Creating an Out-of-Office email message  
|                      |   o How to sign out pager  
|                      | • Lactation Resources for breastfeeding parents  
|                      |   o Sign up for EAP lactation room access  
|                      |   o Evaluate your usual clinical/research space  
|                      |   o Review helpful supplies to buy  
|                      | • Childcare planning  
|                      |   o Finalizing childcare  
|                      |   o Back-up childcare (hospital backup centers, care.com, etc.)  
|                      | • Finding a pediatrician  
|                      | • High-yield resources  
|                      |   o Lactation resources: Kelly mom (website), Dr. Milk (Facebook)  
|                      |   o Online support groups: PMG (national/MA), Academic Research Moms  
|                      | • Do you have a support system? Someone you can reach out to with questions? |
| Parental leave | • 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 2\textsuperscript{nd} Thurs of the month before your return (starts 1\textsuperscript{st} of the month) |
| Early return to work (3-6 months) | • Adjusting to work  
|                |   o Realistic goal setting and prioritization  
|                |   o Emotional aspects of being a working parent  
|                |   o Productivity concerns with new time constraints  
|                |   o Managing both home and work  
|                |   o Delegation at home and work  
|                | • Identify any logistical hurdles/challenges  
|                |   o Time management – leaving on time?  
|                |   o Work adjusted? Census reduction?  
|                |   o Any barriers to getting away to pump?  
|                |   o Work-related travel  
|                |   o Managing work interruptions due to childcare responsibilities (i.e. sick days) |
| One year | • Adjusting to new parenthood  
  |  | o Managing both home and work  
  |  | o Delegating work at home  
  |  | o Setting up your own “available” schedule and blocking time to be home  
  |  | o Managing email  
  |  | o Reviewing challenges and successes from early return to work period  
  |  | o Reflect on evolution of child from infant to toddlerhood  
  |  | • Goal setting  
  |  | o Defining “realistic” - different for each person  
  |  | o Mapping out the first year, and beyond  
  |  | o Finding balance/integration of work & home  
  |  | o Career advancement goals  
  |  | o How to say “no” or “not right now” without fearing you are losing out on an opportunity |