YOUR FAMILY IS GROWING!

Congratulations! As part of the Mason community, you have a host of benefits & resources available to assist you during this wonderful time.

IN PREPARATION

☐ Contact your Benefits Administrator to discuss your plan & leave options.
☐ Share your leave plan with your supervisor & department.
☐ Discuss the use of flexible work options with your supervisor to ease the transition back to work after your child is born/adopted.
☐ Utilize any prenatal care programs offered by your health plan.
☐ Consider your lactation options. Remember that your breast pump & supplies may be covered by your health insurance.

AFTER BIRTH/ADOPTION

Within 60 days of birth/adoption:

☐ Add your child to your health insurance plan.
☐ Consider enrolling in or increasing your Flexible Spending Account (FSA) election amounts (dependent care & health).

As soon as possible:

☐ Update your beneficiary information on insurance policies, retirement plans, etc.
☐ Update your will & trust documents.
☐ If applicable, talk with your supervisor to arrange a lactation space before you return to work.
☐ Stop by Human Resources & Payroll to pick up your one-of-a-kind Mason baby hat for your new Patriot!

KNOW YOUR HEALTHCARE BENEFITS

There are four health insurance plans to choose from: COVA Care, COVA HealthAware, COVA HDHP, & Kaiser Permanente HMO. We encourage you to review our Benefits site & choose the plan that is right for you.

Questions about your health insurance options? Contact the Benefits team at (703) 993-2600 or benefits@gmu.edu.
LACTATION RESOURCES

Before returning to work, nursing mothers are encouraged to work with their supervisor to find an available space within their department or close to their building. We encourage you to find a lactation space that works for you.

PRIVATE LACTATION SPACES

Fairfax Campus
- Johnson Center, Ground Floor
- Merten Hall, 4th Floor (HR & Payroll Office)
- Nguyen Engineering Building, Private Office
- Peterson Hall, 2nd Floor (Room 2414A)
- SUB I, Room 1004

Arlington Campus
- Van Metre Hall, Room 323A

Science & Technology Campus
- Student Health Services (Colgan Hall, Room 229)

Visit hr.gmu.edu/parentGuide/ for availability, hours, & access information for each space.

CHILDCARE RESOURCES

George Mason University offers many childcare resources for employees, including the Child Development Center, Bright Horizons Care Advantage’s Sittercity, Working Moms & Dads support groups and more.

CHILD DEVELOPMENT CENTER

The Child Development Center serves faculty, staff, & students at the university, with enrollment on a first come, first served basis. For more information, visit hr.gmu.edu/cdc or email cdc@gmu.edu.

SITTERCITY

Faculty, staff, & graduate students receive a complimentary subscription to Bright Horizons Care Advantage’s Sittercity resource – a comprehensive database of in-home childcare caregivers. To activate your free membership, visit clients.brighthorizons.com/georgemasonu.

WORKING MOMS & DADS

Join other parents in a supportive environment to gain insight & discuss issues facing working parents. Visit hr.gmu.edu/worklife/lunch for up-to-date information about the Working Moms & Working Dads Support Groups.

OTHER HELPUL RESOURCES

- Life/Work Connections hr.gmu.edu/worklife
- Flexible Work flexwork.gmu.edu
- Employee Support Resources hr.gmu.edu/emp_relations/resources.php
- Employee Discounts hr.gmu.edu/worklife/discounts
- Employee Resource & Support Groups hr.gmu.edu/worklife/lunch
- Financial Well-Being Resources hr.gmu.edu/benefits/retire/online_resources.php
- School Assistance & Volunteer Service Leave hr.gmu.edu/gen-info/com-serv.php
- Area Summer Camps & Activities hr.gmu.edu/worklife/summercamps/SummerCampList.pdf

For more information, visit hr.gmu.edu/parentGuide/.