

## Plan for Parental Leave

For more information on parental leave, see: [http://www.babycenter.com/0\\_maternity-leave-the-basics\\_449.bc](http://www.babycenter.com/0_maternity-leave-the-basics_449.bc)

For info about Family and Medical Leave Act (a federal act that requires some agencies and companies with over 50 employees to offer 12 weeks of unpaid leave): <https://www.dol.gov/agencies/whd/fmla>

To learn more about what the early weeks and months with a new baby will be like: Read chapters 16 – 20 of [Pregnancy, Childbirth and the Newborn](#).

**Timing:** Begin exploring options in early pregnancy. Then develop a strategy, so you have a well-planned proposal to present to your employer approximately 3 months before your baby's expected arrival.

### **What options are available to you?**

*Paid parental leave:* Does your employer offer it? If so, how much time is offered? What are the requirements for its use?

*Accrued time:* How many days do you have available for pregnancy, birth, and baby care?

Sick days \_\_\_\_\_ Vacation days \_\_\_\_\_ Personal days \_\_\_\_\_

*Short-term disability:* Do you have short-term disability coverage through your state, employer, or union? Can it be applied to pregnancy and birth? How much will it pay, and for how long?

*Unpaid leave:* Is your employer required to offer twelve weeks of unpaid family leave under the Family and Medical Leave Act (FMLA)? Does your employer have limitations on how you can use this leave time?

*Bringing your baby to work:* Is this an option? \_\_\_\_\_

### **Additional questions to consider:**

How will leave affect your employee benefits (health insurance, seniority, etc.)?

When do you plan to begin your leave?

What can you do to make your leave time go as smoothly as possible for your employer and coworkers?

When do you expect to return to work?

Do you want to return to full-time right away, or work part-time at first?

Once you have a plan, present it to your employer so you can begin negotiating the solutions that come closest to meeting your desires while still honoring the needs of your employer and coworkers.