

Tips For a Smooth Transition To & From Leave

From Your Friends At BenefitBump

- ❑ **Review All Details, Big and Small:** Below are the core logistics you will want to have in place before you welcome your little one.
 - ❑ Review your **childcare plan**, both your primary *and* backup plan.
 - ❑ Review your **support system**. That could be a partner/spouse, a close friend, extended family member, or even a peer.
 - ❑ Ensure you are comfortable with your **leave plan**.
- ❑ **Communicate, Communicate, Communicate:** Keep an open line of communication with your manager, HR, and coworkers. Let the appropriate parties know when you anticipate going out on leave, when you anticipate returning, and who will be owning existing projects and work responsibilities while you are on leave. Birth parents should also maintain communication with UNUM regarding their Voluntary Short-Term Disability leave if they have enrolled in that benefit.
- ❑ **Make a Plan for Self-Care:** For many, the term “self-care” elicits eye rolls and anxiety about fitting one more thing into the already jam-packed realities of working parents. “Who has time for a pedicure? I can barely get out the door in the morning!” We hear you. But, in truth, “self-care” would be better termed “self-preservation.” As a soon-to-be parent, you are pulled in many different directions. You must set boundaries and create healthy habits in order to manage your day-to-day stress and continue serving others!
- **Don’t Be Afraid to Ask For Help:** Becoming a parent can feel overwhelming and stressful at times. The good news? You are not alone! As an ASU employee, you have access to emotional health resources through your ASU provided EAP.
- ❑ **BenefitBump is Here to Help:** Growing your family and the implications of maternity or parental leave can be complex. If you need guidance or have questions, consider scheduling an appointment with a BenefitBump Care Navigator. They can provide the personalized support and answers you need.

To get support on your journey to parenthood, sign up for BenefitBump by visiting mybenefitbump.com or downloading the BenefitBump mobile app. When registering, use the invitation code ‘A-STATE’.

Important Dates and To-Do's

M T W T F S S

1 2 3 4 5 6 7

File leave paperwork at least 30 days before
due date or start of leave

8 9 10 11 12 13 14

15 16 17 18 19 20 21

22 23 24 25 26 27 28

29 30 31 1 2 3 4

Baby's
Arrival

DON'T FORGET! Confirm the delivery date with HR.
Birth parents with Voluntary STD must also confirm
the delivery date with UNUM

5 6 7 8 9 10 11

DON'T FORGET! Enroll your baby in benefits
within 31 days of delivery

If you have any questions as you prepare to welcome your child,
reach out to your campus HR team or BenefitBump.

To contact BenefitBump, call 888-286-7314