

# City of Los Angeles

## Employee Benefits Checklist: Preparing for Baby

Employee Benefits support employees as they embark on starting their family!

Here are a few tips and reminders to support you in supporting your family!

1. **Get Prenatal Care:**

For a low risk pregnancy, a woman will average about 8 prenatal visits. [Employee Benefits](#) medical plans provide for prenatal care.

2. **Plan to Breastfeed:**

Breastfed babies are healthier babies. The City of Los Angeles supports employed mothers to continue breastfeeding. Review the [City-wide Worksite Lactation Accommodation Policy](#).

3. **Take Childbirth Education, Breastfeeding and Baby-care Classes:**

Our medical plans offer these classes and/or the costs can be reimbursed through our Flexible Spending Accounts.

4. **Baby Bonding Time:**

Contact your FMLA coordinator to learn about job-protected leave. Purchasing short term disability insurance can offer some income replacement.

5. **Get Covered:**

To add new dependents to your benefits coverage, contact the benefits request line at 800-778-2133 or via the website within 30 calendar days of birth or adoption. Coverage will be effective from the date of birth or adoption if completed within 30 days. The website is: <https://www.myflexla.com/>

6. **Pediatric Office Visits:**

Have your infant examined by a pediatrician. Your infant should be examined by a pediatrician in the hospital after being born and within 2 days of being discharged from the hospital. Typically, your infant will see the pediatrician for well-child visits 6 times in the first year, 3 times in the 2<sup>nd</sup> year and then yearly thereafter. Don't forget your follow-up OB/Gyn visits!

50% of all pregnancies are unplanned. It's never too late to maximize your benefits! Start planning using this checklist!



**7. Get Help:**

The City of Los Angeles has an Employee Assistance Program (EAP) designed to assist you in adjusting to life changes like the birth or adoption of a child. EAP is available 24 hours a day, 7 days a week toll-free at: 800-213-5813 or <https://www.mhn.com/> (Harbor Department Employees contact 310-SEA-PORT)



**8. Flexible Spending Account:**

Use your Flexible Spending Account to offset family medical expenses, including the purchase of a breast pump. Estimate your expenses carefully and only set aside the amount you think you will claim during the calendar year. For information: <https://www.wageworks.com/>

**9. Plan for Childcare:**

Depending on where you live and who is providing the childcare, costs can vary from \$4,000 to \$12,000 a year. Using a Dependent Care Reimbursement account will help to defray those costs by using pre-tax dollars to pay for your childcare. For information: <https://www.wageworks.com/>

- City of Los Angeles has childcare services available through the Joy Picas Child Development Center (located in City Hall South). For information call 213-978-0026.
- The City of Los Angeles has an Employee Assistance Program (EAP) designed to assist you in work/life balance. EAP is available 24 hours a day, 7 days a week toll-free at 800-213-5813 and has child care referrals.
- For additional childcare services and referrals, contact the Childcare Resource Center at: <http://www.ccrcla.org/> .

IRS CODE § 213(d) allows you to be reimbursed for the cost of breast pumps under flexible spending accounts.

**10. Make a Reproductive Life Plan:**

Making a [reproductive life plan](#) can help ensure that you are healthy and ready if you choose to get pregnant again.



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