



# EXPECTANT PARENTS BENEFITS

## BLUE CROSS BLUE SHIELD (BCBS) - SPECIAL BEGINNINGS

Maternity program available to expectant mothers covered under the UT Select BCBS Medical Plan. Provides support from early pregnancy until six weeks after delivery. Enrollment is easy and confidential.

- Breastfeeding support, services, and supplies are available through BCBS. For more information, contact a Benefits Value Advisor (BVA) at the customer service number listed on your medical ID card.

## FAMILY AND MEDICAL LEAVE ACT (FMLA), PARENTAL LEAVE, FOSTER PARENT LEAVE

Contact HR Benefits & Leave Management approximately 45 days prior to your estimated due/adoption/placement date to find out if you are eligible.

## SHORT-TERM DISABILITY (STD)

If you are pregnant and enrolled in short-term disability insurance, contact Dearborn National at 866-628-2606 to initiate a claim. Please keep in mind that your claim will not be approved until you have exhausted all of your available sick leave.

While on STD, you have three options with regards to your other leave:

1. Receive 60% of your pay from Dearborn and freeze your other available leave for the duration of approved STD.
2. Receive 60% of pay from Dearborn and use 40% of available leave to receive 100% pay.
3. Receive 60% of your pay from Dearborn National and use 100% of available leave to receive 160% pay.

If you select option 1 or 2, you must notify your department HR contact and/or timekeeper within 5 days of your claim's approval to make timekeeping and payroll arrangements.

## UPDATE TIMESHEETS & REVIEW AVAILABLE LEAVE

Keeping your timesheets up to date will better allow you and your department to plan for your leave and determine whether any of your time away will be unpaid.

- You are not required to complete timesheets while on FMLA protected leave, but doing so will reduce the likelihood that you will be overpaid.
- All available time off will run concurrently with any FMLA award.
- Sick leave must be used in accordance with the Sick Leave Policy, and may only be used for the period of incapacity (generally, six weeks for natural birth and eight weeks for caesarean).



## LINKS TO RESOURCES

- BCBS Special Beginnings  
[bcbstx.com/ut/healthy-living/special-beginnings](http://bcbstx.com/ut/healthy-living/special-beginnings)
- FMLA  
[hr.utexas.edu/current/leave/family-medical-leave-act](http://hr.utexas.edu/current/leave/family-medical-leave-act)
- Parental Leave  
[hr.utexas.edu/current/leave/unpaid-time-off#parent](http://hr.utexas.edu/current/leave/unpaid-time-off#parent)
- Foster Parent Leave  
[policies.utexas.edu/policies/foster-parent-leave](http://policies.utexas.edu/policies/foster-parent-leave)
- Short-Term Disability (Dearborn National)  
[dearbornnational.com/ut](http://dearbornnational.com/ut)
- Sick Leave Donation  
[hr.utexas.edu/current/leave/sick-leave](http://hr.utexas.edu/current/leave/sick-leave)
- Sick Leave Pool  
[hr.utexas.edu/current/leave/sick-leave-pool](http://hr.utexas.edu/current/leave/sick-leave-pool)



## ADDITIONAL LEAVE OPTIONS

- You may be eligible for Sick Leave Pool (SLP) if you or your child experience a “catastrophic” illness or injury.
- If you aren’t eligible for SLP, you may be eligible to receive a Sick Leave Donation from another UT Austin employee.
- Contact HR Benefits & Leave Management for more information: [HRS-LM@austin.utexas.edu](mailto:HRS-LM@austin.utexas.edu) or 512-475-8099.

## INSURANCE COVERAGE WHILE ON LEAVE

- While on FMLA protected leave, your insurance cost will not change.
- If on Parental Leave, your insurance will remain in effect but you are responsible for paying 100% of the cost for your benefits. The university does not provide premium sharing during non-FMLA unpaid leaves of absence.
- If any portion of your leave will be unpaid for a full calendar month or more, HR will mail you a letter detailing your insurance options. You must respond to the letter within 15 days, or your insurance may be suspended.

## INSURANCE CHANGES

You have 31 calendar days from the due/adoption/placement date to add your child to your insurance by completing an online change of status form and providing proof of eligibility (e.g. birth certificate, adoption order, etc.)

- Newborns are automatically covered by the employee’s medical for the first 31 days after birth. For coverage to continue beyond 31 days, you must add your child to your benefits as specified above.
- Newborns may be added to coverage as of the date of birth or at the beginning of the next month, provided it is within 31 days of the date of birth.
- Premiums will coincide with the coverage start date and will not be pro-rated if coverage begins mid-month.

## EMPLOYEE ASSISTANCE PROGRAM (EAP)

EAP is available to consult with you about juggling work and family demands, adjusting to new family members, post-partum depression, sleep related concerns, etc. In addition, they are available to consult with regarding return to work plans such as flexible work arrangements and lactation room options.

## UT CHILD DEVELOPMENT CENTER

Child care services are available to university students, faculty, and staff for children six weeks to five years of age. Space is limited and wait list timeframes vary by age. You can apply for the waiting list as soon as you become pregnant, or begin the adoption process.

## LIFECARE

If you need assistance finding childcare, LifeCare’s specialists can help you understand your options and connect you with resources and make referrals. LifeCare’s interactive website has quick tips, in-depth articles, webinars and more for parents. In addition, LifeCare offers an employee discount program through LifeMart.



## LINKS TO RESOURCES

- Leave Without Pay  
[hr.utexas.edu/current/leave/unpaid-time-off#loa](https://hr.utexas.edu/current/leave/unpaid-time-off#loa)
- Insurance and Change of Status  
[hr.utexas.edu/current/insurance/change-status](https://hr.utexas.edu/current/insurance/change-status)
- Employee Assistance Program  
[hr.utexas.edu/current/eap](https://hr.utexas.edu/current/eap)
- UT Child Development Center  
[childcenter.utexas.edu](https://childcenter.utexas.edu)
- Lactation /Quiet Rooms  
[hr.utexas.edu/current/services/lactation-quiet-rooms](https://hr.utexas.edu/current/services/lactation-quiet-rooms)
- LifeCare/LifeMart  
[hr.utexas.edu/employee-discount-program](https://hr.utexas.edu/employee-discount-program)

Registration code: UTAUSTIN  
Member ID: EID

## HR BENEFITS AND LEAVE MANAGEMENT

512-475-8099  
[hrs-lm@austin.utexas.edu](mailto:hrs-lm@austin.utexas.edu)

[HR.UTEXAS.EDU](https://hr.utexas.edu)



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