



**GE APPLIANCES**  
*a Haier company*

**RESOURCES FOR**  
expecting &  
new mothers



**APPLIANCE PARK**

brought to you by





# Congratulations



Your new baby will arrive before you know it, and we're here to support you and your growing family. This toolkit is for all Appliance Park employees. It's your guide to getting the most from your health benefits and services during this important time. Learn everything from the processes and paperwork necessary for taking parental leave, to the resources available while you're off work taking care of your baby, as well as tips for when you're ready to return to work. On behalf of everyone at GE Appliances — congratulations!

Our best wishes,

*The WellWithin Team*

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# getting ready

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Understand Your Benefits



# Alight: Get to Know Your Benefits Pro

*Your very own benefits expert. One-on-one guidance to help you navigate your employment benefits.*

Get the most out of your benefits and take advantage of this service at GE Appliances. At no cost to you, we're excited to offer this personalized service called Alight Navigation. You've been assigned your own personal Benefit Pro. Think of this as your very own benefits advisor.

Contact your Benefit Pro directly, by phone or email, to ask for guidance such as:

- ❖ Understanding your benefits plan
- ❖ Finding doctors or medical facilities for your needs
- ❖ Reviewing healthcare bills or cost estimates for upcoming procedures
- ❖ Paying less for prescriptions
- ❖ Scheduling appointments

Your Benefit Pro is ready to get to work for you!

## alight

**CONTACT YOUR BENEFIT PRO TO GET STARTED!**

833-885-5655

[geappliances.benefitpro@alight.com](mailto:geappliances.benefitpro@alight.com)

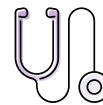
[benefits.geappliances.com](https://benefits.geappliances.com)

## Take advantage of your benefits!



### UNDERSTAND YOUR BENEFITS

Clear up any confusion about your benefits.



### FIND GREAT DOCTORS

Locate highly rated doctors, dental providers and eye care professionals.



### PAY LESS FOR PRESCRIPTIONS

Get recommendations for lowering the cost of your medications.



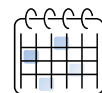
### SAVE MONEY ON HEALTHCARE

Compare prices and choose more cost-effective options.



### RESOLVE BILLING ERRORS

Don't overpay! Your Benefit Pro can help you avoid paying more than you owe.



### SCHEDULE APPOINTMENTS

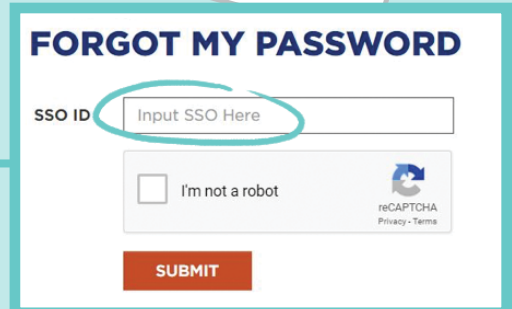
Have your appointments scheduled at times most convenient for you.

# Access Benefits with SSO and SSO Password

Your SSO ID/password combination is the key to getting full access at GE Appliances (GEA). Knowing your combination makes benefits enrollment and accessing paystubs through Workday easier. If you've forgotten your password, follow the steps below to reset it.



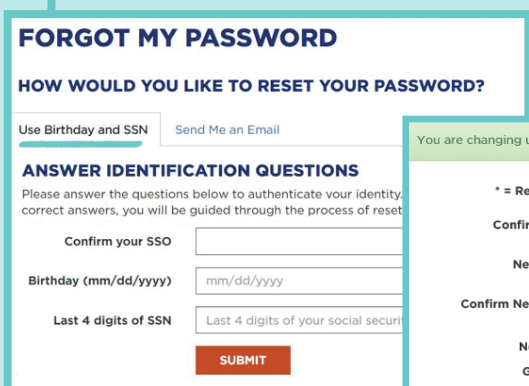
## 1 GO TO: SSOPASSWORD.GEAPPLIANCES.COM



Input your SSO ID, which you can find on your employee badge. It's located under your picture. Check the box that verifies you are not a robot. Then, press "SUBMIT."

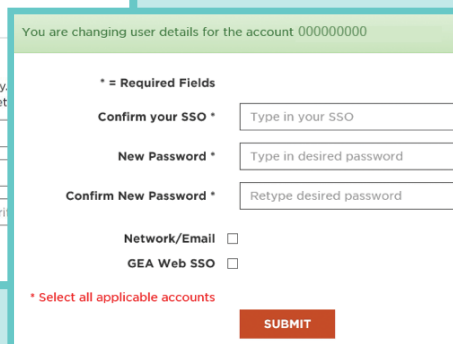
## 2 NOW, YOU HAVE 2 OPTIONS. Select the option most convenient for you. Choose the option where you either have quick access to your email, or you have your birthdate and the last four digits of your social security number memorized.

### 2a USE BIRTHDAY AND SSN: Answer each question, and press "SUBMIT."



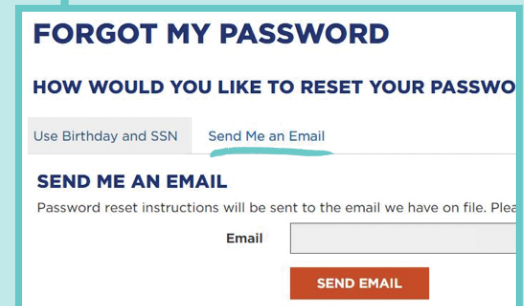
You will be prompted to create a new password. Fill out each of the three fields below. Check both "Network/Email" AND "GEA Web SSO."

Press "SUBMIT."



SUCCESS! Your password automatically updates within 10 minutes to 24 hours. Note: You do not have to check your email for your password to update.

### 2b SEND ME AN EMAIL: Type in your email address and press "SEND EMAIL." Follow instructions received in email.



*Get all the access you need.*

# CHECKLIST:

## Pre-pregnancy to 12 weeks

### Pre-pregnancy

- Review your fertility benefits. **A**
- Find an OB-GYN using Alight Navigation at [benefits.geappliances.com](https://benefits.geappliances.com) or by contacting your Benefit Pro at **833-885-5655**. Set up a Meet & Greet.
- Once you've selected an OB-GYN, schedule an appointment to review prenatal care and what to track during pregnancy:
  - ❖ Supplements
  - ❖ Nutrition, exercise and sleep
  - ❖ Your medical history, e.g. certain prescription medications could be harmful to your baby
  - ❖ Your family genetic history

### 1 – 12-weeks of pregnancy

- Begin monthly visits with OB-GYN.
- Review your maternity benefits
- Start budgeting for the cost of raising a child. Average cost from 0–18 years is \$234,000.<sup>1</sup>
- Review birthing options with your partner and healthcare provider to decide what is best for you.
- Schedule childbirth classes.
- Research options for childcare.
- Add your child to childcare facility waiting lists as soon as possible. Some wait lists average 8 months.
- GEA health plan participants: Learn about the Future Moms program. **B**  
If you aren't on the GEA health plan, ask your insurance carrier about their maternity programs.
- Join the GEA Working Parents Group: See pg. 28 for sign-up information.

## UNDERSTAND THE CHECKLISTS

Along with the checklists, you'll see letters—A, B, C, etc.—that correspond with an explanation in the page's center. As you move down the checklist, quickly find phone numbers and details relevant to your maternity and postpartum to-do's.

### **A** REVIEW GEA HEALTH PLAN BENEFITS [benefits.geappliances.com](https://benefits.geappliances.com)

Once you log in, select the “Benefits Information” tile.

### **B** JOIN ANTHEM'S FUTURE MOMS PROGRAM

Most expecting moms have a lot of questions. Is exercise safe during pregnancy? What prenatal vitamins do I need? For these and many other pregnancy questions, call a registered nurse for answers—any time, any day, at no cost to you. After the baby arrives, Future Moms with Breastfeeding Support on LiveHealth Online provides post-delivery follow-up, including postpartum depression assessments, education and referrals. You can also

## YOUR LEAVE OF ABSENCE OPTIONS

### FAMILY MEDICAL LEAVE ACT (FMLA): 12 WEEKS

1	2	3	4	5	6
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If you have one year of service and over 1,250 hours of work, you qualify for Family and Medical Leave Act (FMLA)—a 12-week unpaid leave that will run concurrent with your STD.

### SHORT-TERM DISABILITY (STD): 6–8 WEEKS

**E** Sedgwick will provide forms and instructions to apply for STD benefits. During your initial call with Sedgwick, you review the forms you will need to complete and submit. Sedgwick will send the forms via email and postal mail. After that, Sedgwick will keep you updated of your status via text messages. STD paychecks will vary between 60–100% of your standard GEA pay depending on your employment classification. There could be a delay in your first STD payment of up to seven days.

### **F** NESTING: UP TO 14 DAYS PRIOR TO DUE DATE

Pregnancy has an additional provision, commonly known as a “nesting provision.” You can begin leave up to 14 days prior to the expected delivery date without proof of the inability to perform your job. Any time taken for nesting counts toward your FMLA allotment.

1. Lino, Mark. “The Cost of Raising a Child.” January 13, 2017. “<https://www.usda.gov/media/blog/archive/category/food-and-nutrition>”<https://www.usda.gov/media/blog/2017/01/13/cost-raising-child>

receive personalized advice about breastfeeding, bottle-feeding, transitioning your baby to solids, nutrition consulting and more **at no cost.**

Call **855-753-2147**. Get a free welcome kit and access to pregnancy resources when you join.

**C CALL SEDGWICK TO SET UP SHORT-TERM DISABILITY (STD)**  
GEA's Health Leaves Administrator  
**844-253-7103**

**D GET A BREAST PUMP**

You receive one free breast pump per year per pregnancy.\*

Edge Park Medical: <b>800-321-0591</b>	Gould's Discount Medical: <b>502-491-2000</b>	Sterling Medical: <b>877-859-1293</b>
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\*This benefit is not applicable for hospital-grade pumps.

7 | 8 | 9 | 10 | 11 | 12

Always remember to communicate with your manager/supervisor about any remaining FMLA time off you intend to take.

**PAID PARENTAL LEAVE (PPL): 2-12 WEEKS**

**G** You may qualify for 2–12 weeks PPL depending on your employment classification (e.g. production, salaried). Sedgwick will help you with the application since the time generally runs concurrent with FMLA. To learn more about PPL, speak with your HRM or visit [benefits.geappliances.com](https://benefits.geappliances.com) and select “Benefits Information.” Scroll to the “Other” category where “Paid Parental Leave” is located.

## CHECKLIST: Preparing for your leave of absence

### Within 3 months of your expected delivery date

- Inform your direct supervisor (your manager) and your Human Resources Manager (HRM).
- All GEA employees must call Sedgwick to activate STD, regardless of whether you are on the GEA health plan. **C**
- GEA health plan participants: Find a pediatrician using Aight Navigation at [benefits.geappliances.com](https://benefits.geappliances.com) or by contacting your Benefit Pro at **833-885-5655**. Set up a Meet & Greet with the pediatrician prior to delivery.
- Check with your insurance carrier about breast pumps and have your due date ready when calling about breast pump benefits.
- Ask your doctor to write a prescription for a breast pump.
- Take your prescription to an in-network, durable medical equipment facility or call one of the vendors at left if on the GEA insurance plan. They will ship a breast pump to you. Note: It can take up to 30 days to receive your pump. **D**

### 30 days in advance of your expected delivery date

- Ask your spouse/domestic partner to check parental leave benefits through their employer.
- Financially plan for the delay in your first STD payment. **E**
- Consider nesting provision. **F**
- PPL must be submitted and approved. **G**
- If you plan to breastfeed when you return from leave, contact the WellWithin team at **502-452-4278** to schedule a tour of onsite lactation rooms at Appliance Park.

# CHECKLIST:

## Your maternity leave of absence

### Day 1– 60 of your leave

- Prior to discharge, ask your hospital for the forms to apply for a government-issued birth certificate for your child.
- Complete a life event update at [benefits.geappliances.com](https://benefits.geappliances.com) to add your baby to your health plan. **A**
- Update your W4 tax information with your new dependent on Workday. See pg. 5 if you can't remember your login information for benefits or Workday. **B**

### As soon as you know your return-to-work date

- Production employees: Contact GEA's Occupational Medical Center at **502-452-0333 x1** to schedule your appointment and provide your return-to-work documentation.
- Salaried employees: Notify your manager and HRM of your expected return date.

### First year of your baby's life

- Baby Bonding: Under FMLA, an eligible parent of either sex is entitled up to 12 weeks of unpaid leave to care for a newborn child. The leave may be used at any time but must conclude by the child's first birthday. By the same token, a parent of either sex can take up to 12 weeks of unpaid leave to care for a newly adopted child, or a child under 18 who has been placed in the home for foster care. In either case, the leave must conclude within one year after the placement. Contact Sedgwick for details. Baby bonding must be reported 30 days in advance.

## UNDERSTAND THE CHECKLIST

### **A** ADD YOUR BABY TO YOUR HEALTH PLAN\*

- [Benefits.geappliances.com](https://benefits.geappliances.com)
1. From the homepage, select "Have you had a life event?"
  2. Select "Birth or Adoption"
  3. Complete the online form.

Or call GEA's Pay & Benefits Center at **833-885-5655**.

\*You will need your baby's government-issued birth certificate to complete your life event.

### **B** WORKDAY: VIEW AND UPDATE YOUR TAX ELECTIONS

[ssobenefits.geappliances.com/idp/Authn/UserPassword](https://ssobenefits.geappliances.com/idp/Authn/UserPassword)

**workday.**

Please see the job aid titled, "Update Federal and/or State Tax Elections" for instructions on how to update your tax elections.

1. CLICK "VIEW PROFILE"
2. CLICK "PAY"
3. CLICK "TAX ELECTIONS"

Your current tax elections will display, broken out by federal, state, and local withholdings.

### LOSS OF A BABY: MISCARRIAGE OR STILLBORN

We're here to support you in these very difficult circumstances. Your HRM and Sedgwick consultants can guide you on benefits or resources available such as bereavement or disability pay. See pg. 13 for behavioral health (mental health) resources.

### YOUR BABY IS DIAGNOSED WITH ANY DISABILITIES

Contact Anthem's Behavioral Health Employee Assistance Programs listed below. Learn about relevant medical research, specialists, community resources and other support. You can also contact Anthem's Health Guide for referral to Autism Spectrum Disorder (ASD) services. This service offers family support as well as information on navigating appropriate care and making the most of your benefits.

### ANTHEM BEHAVIORAL HEALTH

**855-873-4932** | [anthem.com](https://anthem.com) | **Company code: GEAppliances**

Available at no cost to ALL GEA employees. Eligibility for this benefit is NOT tied to enrollment in a GEA health plan.







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while you're on  
maternity leave

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# Baby Blues

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## What are Baby Blues?

Often the symptoms of “baby blues” will hit forcefully within the first few days after the birth of your baby.

The exact cause of “baby blues” is unknown. It is thought to be related to the hormone changes that occur during pregnancy and after a baby is born. These hormonal changes can be correlated with changes in the brain that result in depression.

Additionally, the adjustment that comes after the birth of a baby, along with sleep disturbance, disruption of routine, and emotions from the parenting experience itself can all contribute.

## Symptoms of Baby Blues

- ❖ Weepiness or crying for no apparent reason
- ❖ Impatience
- ❖ Irritability
- ❖ Restlessness
- ❖ Anxiety
- ❖ Fatigue
- ❖ Insomnia
- ❖ Sadness
- ❖ Mood changes
- ❖ Poor concentration

# Postpartum Depression

## What is Postpartum Depression?

Postpartum depression is a mood disorder that can affect women after childbirth. Mothers with postpartum depression experience feelings of extreme sadness, anxiety, and exhaustion that may make it difficult to complete daily care activities for themselves or their baby.

## Causes

Postpartum depression seems to be brought on by the changes in hormone levels that occur after pregnancy. Postpartum depression does not occur because of something a mother does or does not do. After childbirth, the levels of hormones in a woman's body fluctuate, which can result in changes in the brain that lead to depression. In addition, many mothers are unable to get the rest they need. Constant sleep deprivation can lead to physical discomfort and exhaustion, which can contribute to the symptoms of postpartum depression.

## Symptoms

- ❖ Feeling sad, hopeless, empty or overwhelmed
- ❖ No appetite
- ❖ Fatigue or lack of energy
- ❖ Panic attacks or anxiety
- ❖ Lack of pleasure or interest in activities
- ❖ Feeling withdrawn or disconnected
- ❖ Feelings of worthlessness or guilt
- ❖ Oversleeping or not able to sleep
- ❖ Feeling moody, irritable or restless
- ❖ Suffering from physical aches and pains, including frequent headaches, stomach problems and muscle pain
- ❖ Having trouble bonding or forming an emotional attachment with your baby
- ❖ Unable to care for yourself or baby
- ❖ Afraid to be alone with your baby

## Helpful mental health resources

### GET SUPPORT FROM HOME

LiveHealthOnline Psychology and Psychiatry virtual visits:

Visit [LiveHealthOnline.com](https://www.livehealthonline.com) or download the app.



Connect live from the comfort of your home with a psychologist/therapist or psychiatrist. Available 7 days a week.

### ANTHEM BEHAVIORAL HEALTH

855-873-4932  
[anthem.com](https://www.anthem.com)

Company code:  
GEAppliances

*Available at no cost to ALL GEA employees. Eligibility for this benefit is NOT tied to enrollment in a GEA health plan.*

### ONSITE MENTAL HEALTH COUNSELOR

502-452-0777  
[careatc.com/appliancepark](https://www.careatc.com/appliancepark)

### SUICIDE HOTLINE

800-273-8255

**You are not alone. If you or anyone you know is contemplating suicide, please call for help.**

# Anthem's Learn to Live

With you every step of the way:  
Emotional wellbeing resources offer help  
when you need it

Your emotional health is an important part of your overall health. With Emotional Wellbeing Resources, administered by Learn to Live, you can receive support to help you and your household live your happiest, healthiest lives.

Built on the proven principles of Cognitive Behavioral Therapy (CBT), our digital tools are available anywhere, anytime. They can help you identify thoughts and behavior patterns that affect your emotional wellbeing — and work through them. You'll learn effective ways to manage stress, depression, anxiety, substance use, and sleep issues.

Change your mind.  
Change your life.™

Take a quick assessment to find the program that's right for you. To access our Emotional Wellbeing Resources:

Go to [anthemEAP.com](https://anthemEAP.com) and enter the code to log in: GEAppliances

Call [855-873-4932](tel:855-873-4932) to learn more.

A wealth  
of resources  
at your  
fingertips



#### PERSONALIZED, ONE-ON-ONE COACHING

Team up with an experienced coach who can provide support and encouragement by email, text, or phone.



#### BUILD A SUPPORT TEAM

Add friends or family members as "Teammates." They can help you stay motivated and accountable while you work through programs.



#### PRACTICE MINDFULNESS ON THE GO

Receive weekly text messages filled with positivity, quick tips, and exercises to improve your mood.



#### LIVE AND ON-DEMAND WEBINARS

Learn how to improve mental wellbeing with useful tips and advice from experts.



Learn to Live, Inc. is an independent company offering online tools and programs for behavioral health support. Learn to Live is an education program and should not be considered medical treatment.

Anthem Blue Cross and Blue Shield is the trade name of: In Colorado: Rocky Mountain Hospital and Medical Service, Inc. HMO products underwritten by HMO Colorado, Inc. Copies of Colorado network access plans are available on request from member services or can be obtained by going to [anthem.com/co/networkaccess](https://anthem.com/co/networkaccess). In Connecticut: Anthem Health Plans, Inc. In Georgia: Blue Cross Blue Shield Healthcare Plan of Georgia, Inc. In Indiana: Anthem Insurance Companies, Inc. In Kentucky: Anthem Health Plans of Kentucky, Inc. In Maine: Anthem Health Plans of Maine, Inc. In Missouri (excluding 30 counties in the Kansas City area): RightCHOICE® Managed Care, Inc. (RIT), Healthy Alliance® Life Insurance Company (HALIC), and HMO Missouri, Inc. RIT and certain affiliates administer non-HMO benefits underwritten by HALIC and HMO benefits underwritten by HMO Missouri, Inc. RIT and certain affiliates only provide administrative services for self-funded plans and do not underwrite benefits. In Nevada: Rocky Mountain Hospital and Medical Service, Inc. HMO products underwritten by HMO Colorado, Inc., dba HMO Nevada. In New Hampshire: Anthem Health Plans of New Hampshire, Inc. HMO plans are administered by Anthem Health Plans of New Hampshire, Inc. and underwritten by Matthew Thornton Health Plan, Inc. In Ohio: Community Insurance Company. In Virginia: Anthem Health Plans of Virginia, Inc. trades as Anthem Blue Cross and Blue Shield in Virginia, and its service area is all of Virginia except for the City of Fairfax, the Town of Vienna, and the area east of State Route 123. In Wisconsin: Blue Cross Blue Shield of Wisconsin (BCBSWI), underwrites or administers PPO and indemnity policies and underwrites the out of network benefits in POS policies offered by CompCare Health Services Insurance Corporation (CompCare) or Wisconsin Collaborative Insurance Corporation (WCIC). CompCare underwrites or administers HMO or POS policies; WCIC underwrites or administers Well Priority HMO or POS policies. Independent licensees of the Blue Cross and Blue Shield Association. Anthem is a registered trademark of Anthem Insurance Companies, Inc.

# Breastfeeding: Common Concerns

## Low Milk Supply

When your baby is around 6 weeks to 2 months old, your breasts may no longer feel full. This is normal, and there is no reason to panic. At the same time, your baby may nurse for a shorter amount of time. Your body typically adjusts to meet the needs of your baby. Don't be worried that your milk supply is too low to satisfy your baby. Follow your baby's lead. Nursing more often will help build up your milk supply. Once your supply increases, you will likely be back to your usual routine.

## Plugged Duct

A plugged duct is very common. It feels like a tender or sore lump in the breast. You should not have a fever or other symptoms. A plugged duct happens when a milk duct does not drain properly and pressure builds up behind the plug. Breastfeeding on the plugged side as often as every two hours will help loosen the plug, and keep your milk moving freely. Aiming your baby's chin at the duct will focus their suck on the duct that is affected.

## Breast Infection (Mastitis)

Mastitis is a soreness or a lump in the breast that's also accompanied by other symptoms:

- ❖ Fever or flu-like symptoms, such as feeling run down or very achy
- ❖ Nausea
- ❖ Vomiting
- ❖ Yellowish discharge from the nipple
- ❖ Breast feels warm or hot to the touch and appears pink or red

A breast infection can happen when other family members have a cold or the seasonal flu. It usually only happens in one breast. It is not always easy to tell the difference between a breast infection and a plugged duct. They have similar symptoms and can improve within 24–48 hours. Breast infections that do not improve within that time frame need to be treated by a physician. If you're not sure what's going on, call your healthcare provider sooner rather than later.



## Breastfeeding support

### AT HOME

Schedule an appointment with a certified lactation consultant. Learn more about: techniques for breastfeeding, understanding milk production, recognizing your baby's hunger cues, and foods to avoid.

**ONLINE:** Visit [LiveHealthOnline.com](https://www.livehealthonline.com) download the LiveHealth Online app, or call **1-888-LiveHealth**.

Once you create an account, select “Future Moms with Breastfeeding Support,” then select “Lactation Consultant.”

### AT APPLIANCE PARK

#### CAREATC WELLNESS CENTER

AP4-100B Medical Center  
Monday, Wednesday: 5:30 a.m. – 4 p.m.  
Tuesday, Thursday: 7 a.m. – 5 p.m.  
Friday: 8 a.m. – 3 p.m.

[careatc.com/appliancepark\\*](https://www.careatc.com/appliancepark)  
**502-452-0777**

\*If you have not registered for the Patient Portal, visit [careatc.com/appliancepark](https://www.careatc.com/appliancepark) to activate your account.



# Breastfeeding: Pumping and Storing Your Milk

## Pumping

When you are unable to directly breastfeed your baby, it is important to remove milk during the times your baby would normally nurse. This will help you continue producing milk. Before you pump, make sure to wash your hands with soap and water.

There are three ways to pump: hand express, manual pump and electric breast pump. Most moms find an electric breast pump is easiest to use. It allows pumping both breasts at once and generally collects more milk in a shorter amount of time. *See page 7 for how to get a breast pump using your GEA health plan (if you are on our medical insurance).*

## Learn How to Pump

**Open your pump prior to the birth of your baby and become familiar with it.**

**Take a prenatal lactation class.** There are prenatal lactation classes available through the Future Moms program as well as in the community. See pg. 4 for more information on how to sign up.

**Bring your pump to the hospital.** The lactation consultant at the hospital will help you.

## Storing and Labeling

Keep breast milk in a refrigerator or a cooler with ice packs. Record the number of ounces on the container along with the date.

## Tips

- ❖ Relax as much as you can
- ❖ Massage your breasts
- ❖ Gently rub your nipples
- ❖ Visualize the milk flowing down
- ❖ Think about your baby
- ❖ Look at a photo of your baby

**BREASTFEEDING SUPPORT**  
**Visit [LiveHealthOnline.com](https://www.livehealthonline.com)**  
or download the LiveHealth Online app. Once you create an account, select “Future Moms with Breastfeeding Support,” then select “Lactation Consultant.”

## Guidelines for storing breast milk<sup>2</sup>

Freshly expressed or pumped

**Countertop** (77°F or colder)  
Safe for up to **4 hours**

**Refrigerator** (40°F)  
Safe for up to **4 days**

**Freezer** (0°F or colder)  
Best within **6 months**,  
up to 12 months is acceptable

Thawed, previously frozen

**Countertop** (77°F or colder)  
Safe for **1–2 hours**

**Refrigerator** (40°F)  
Safe for up to **1 day**

**NEVER refreeze human milk after it has been thawed**

Leftover from a feeding  
(baby didn't finish the bottle)

Use within **2 hours** after the baby is finished feeding

# Bottle-feeding: 8 Steps to a Great Experience



Breastfeeding isn't the only way to nourish and bond with your baby. For moms who can't or choose not to breastfeed, here are some tips that make bottle-feeding more than pouring liquid into a bottle. Wash hands thoroughly with soap and water before preparing formula.

## 1. Keep it personal.

Just as with breastfeeding and bonding, bottle-feeding can provide your little one with warmth, comfort, eye contact, skin contact, your scent, your conversation—the very basics of bonding. So talk, croon, cuddle, and enjoy your quiet time together.

## 2. Set the scene.

Pick a quiet, comfortable spot where neither of you will be distracted. Holding your baby in a semi-upright position makes swallowing easier. To cradle your baby most easily in this position, first place a pillow on your lap.

## 3. Measure every time you fill a bottle.

Whether you're using ready-to-pour, liquid concentrate, or powdered formula, follow the instructions for preparation based on the amount you want to serve. If you're not precise, you can upset your baby's digestive system or cause your baby to miss out on optimal nutrient intake.

For powder, pour water into your baby's bottle, add powder, cap bottle and shake well. Mix one bottle at a time.

Please refer to your product packaging for the most accurate mixing information. If using tap water, make sure to check with your city's water company to ensure that there is no lead contamination or other impurities that could affect your baby's health.

## 4. Skip the microwave.

Many babies are fine drinking formula at room temperature or even from bottles that have been premade and stored in the fridge. It's perfectly nutritious. If you want to warm a bottle, however, you

can do so by immersing it in a pot of warm water until it's lukewarm. Heating it in the microwave can create uneven hot spots that can burn your baby's mouth. Check the temperature of warmed formula on your wrist.

## 5. Take burp breaks.

All babies tend to need burping after they eat. Because bottle-fed babies usually take in more air, it helps to pause for a burp every 2 to 3 ounces of formula.

## 6. Watch your baby's signals.

With formula, you know exactly how much is in the bottle and how much your baby is drinking. Nonetheless, these numbers matter less than your baby's response. Your baby will let you know by their behaviors when they're hungry (such as opening their mouth, sucking their hand, or squirming) and when they've had enough (such as releasing the nipple or falling asleep).

## 7. Consider a breast-bottle combo.

Many moms don't realize that feeding isn't necessarily an either-or (breast or bottle) choice. After a breast-feeding mom's milk supply is established, you may be able to supplement with occasional bottles of formula, handy for a babysitter or if you work and dislike pumping.

## 8. Know that others can help.

The beauty of bottle-feeding is that, even though it's a happy, natural bonding time for you and your baby, you can share the experience. It's smart to let your partner, parents, or other caregivers have the pleasure. This allows you to get the rest you need.

# Choosing the Right Bottle and Nipple



## Bottle

You will find baby bottles in many styles. Before you try one, or several, it helps to understand all your options.

### **BABY BOTTLE SHAPES: STANDARD OR BENT**

Standard baby bottles (straight; no bend) have been successfully used for years.

Bent baby bottles, and those with liners, are designed to reduce the swallowing of air and cut down on gas and fussiness.

Baby bottles with disposable liners are easy to clean, but the liner refills can be costly.

### **BABY BOTTLE MATERIALS: GLASS OR PLASTIC**

Glass baby bottles are sturdy but heavy, and can shatter when dropped. Plastic baby bottles are lightweight and shatterproof. If you choose plastic, look for bottles labeled BPA-free, which are safer for your baby.

### **BABY BOTTLE SIZES: SMALL FOR NOW, LARGER FOR LATER**

Smaller bottles (4 ounces or less) are good when your baby is small. But as your baby grows, you'll replace them with larger ones (Hint: Make sure the bigger bottles will fit into your current diaper bag).



## Nipple

Baby bottle nipple sizes, shapes, styles, and materials differ by design. Nipple shapes, sizes, and flow speed need to match your baby's sucking style and/or age, so it is important to experiment to find the right nipple your baby needs during each stage.

### **BABY BOTTLE NIPPLE SIZES**

The size of the hole determines how quickly or slowly the milk flows. If the hole is the wrong size, your baby may feed too quickly, too slowly, or swallow too much air.

**Size-one** nipples have a small hole, for babies from birth to age 6 months.

**Size-two, -three, and -four** nipples have a larger hole and are ideal for older babies.

Special nipples for **preemies** are also available.

The ideal bottle nipple allows a few drops of milk to drip out as soon as you turn the bottle upside down, and then the dripping should stop. If you think the milk is flowing too quickly for your baby, try a nipple with a smaller hole. If you think your baby is getting frustrated by sucking too hard, try a nipple with a larger hole.

### **BABY BOTTLE NIPPLE MATERIALS**

Latex:

- ❖ Softer
- ❖ Can hold the odor of milk
- ❖ Tends to wear out more quickly

Silicone:

- ❖ Sturdier
- ❖ Easier to clean
- ❖ Can last up to a year

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Selecting Your Bottle Nipple Level, Accessed on 12/9/19  
<https://www.drbrownsbaby.com/selecting-bottle-nipple-level>

All About Baby Bottles And Nipples, Access on 12/9/19  
<https://similac.com/baby-feeding/formula/bottles-nipples>

# Choosing the Right Formula

Formulas come in three forms: Ready-to-use, liquid concentrate and powdered.

## Ready-to-use

Ready-to-use formula is undoubtedly the most convenient. No mixing or measuring required, just open and serve. It's the kind of formula that hospitals often give to newborns. It's hygienic and especially helpful when you don't know whether you'll have access to safe water.

The convenience of ready-to-use formula comes at a price. It is about 20% more per ounce than powdered formula.

Once opened, ready-to-use formula has a short lifespan. It must be used within 48 hours. Also, because liquid formula is often darker than powdered formula, many moms complain that it's more likely to stain clothes.

## Liquid Concentrate

Liquid concentrate formula requires mixing equal parts of water and formula. Compared to ready-to-use formula, concentrate is less expensive and takes up less storage space. Compared to powdered formula, it's a little easier to prepare but more expensive.

## Powdered

Powdered formula is the least expensive and the most environmentally friendly formula option. It takes up the least amount of space in transport, in your pantry, and in your trash can.

Powdered formula takes more time to prepare than other types of formula, and you must follow the directions exactly, but it has a one-month shelf life after the container has been opened. As with liquid concentrate formula, you can mix up just the right amount needed. This is especially helpful if you're a breastfeeding mom who may only need a supplemental bottle occasionally.

Free resources!

**ENFAMIL.COM**

offers free samples & coupons

**SIMILAC.COM**

offers free samples & coupons

**GEA LIFEMART**

(Access Code GEAPP):

Under "Family," there are offers for coupons and discounts on diapers, formula, and childcare.

## Give it time

There's a formula to suit every baby's needs. But it's best to stick with one type and resist the urge to switch, even if your baby seems like they're not digesting the formula well at first.

Common problems like spitting up, gas, and colic are usually unrelated to your baby's diet. Most of the time, these problems have to do with your baby's immature gastrointestinal tract, not what they are eating.

So try out a particular type of formula for at least a couple weeks. After that, if your baby's still having trouble, talk to the doctor about switching.

Ready to transition to solids?

Take any questions about bottle-feeding to LiveHealth Online Future Moms with Breastfeeding support. It offers a wide range of resources—beyond breastfeeding.

**LiveHealthOnline.com**



# Taking Care of Yourself

## Stress

Having a new baby can be stressful. Both short- and long-term stress can create physical symptoms in your body, such as trouble sleeping, stomach problems, headaches and mental health conditions. Try the following steps to help ease the stress:

- ❖ **SLEEP** Getting enough sleep makes it is easier to cope with challenges. Try to sleep when the baby sleeps.
- ❖ **RELAX** Find a quiet, comfortable place to breastfeed, bottle-feed or pump.
- ❖ **SURROUND YOURSELF WITH SUPPORT** Let family and friends help you.
- ❖ **GET MOVING** Physical activity improves your mood.
- ❖ **GET PROFESSIONAL HELP** A therapist can help you work through stress and find better ways to deal with the problems.

## Eat healthy with free nutritional support

There are nutritionists ready to support you for free 24/7. Visit [LiveHealthOnline.com](https://www.livehealthonline.com) or download the free LiveHealth Online app. Once you create an account, select “Future Moms with Breastfeeding Support,” then select “Nutritionist.” This benefit is available if you are bottle-feeding as well.

### DRINK WATER

Drink plenty of fluids to stay hydrated. To gauge dehydration, check your urine in the morning. If it is a dark yellow (apple juice color) you are dehydrated. Drink when you are thirsty and drink often to help keep dehydration at bay. Try to limit drinks with added sugars, such as sodas or fruit drinks, and limit daily caffeine. If you are breastfeeding, too much caffeine can cause the baby to be fussy or not sleep well.

### Stay Hydrated

Drink a glass of water every time you breastfeed, bottle-feed or pump.









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**transitioning  
back to work**

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# Welcome Back

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## Transitioning to Work

We understand that returning to work after maternity leave can be a balancing act. Here are five ways to ease into your return to work:

- 1. Hash out logistics.** Brainstorm how morning and evenings will look and come up with a starter plan. Adjust your plan as you figure this out.
- 2. Bring your baby to work before you start back.** It's a visible reminder to your co-workers that your life has changed.
- 3. Do a childcare trial run.** Before you return to work, try out your starter plan to see how it goes. Take a couple hours for yourself and make any adjustments before the big day.
- 4. Start back midweek.** Starting on a Thursday will feel easier than starting a five-day workweek.
- 5. Join the GEA Working Parents Group**  
It's important to have a group to share experiences, concerns and advice. Go to the GEA Connect homepage, look under "A" for Affinity Groups. Select "Women's Network" and SubGroup: "Today's Families."

*Adapted from workingmother.com*

## Nursing Mothers



Talk with a lactation consultant prior to returning to work to create a pumping plan based on your baby's feeding schedule. Find a local resource or see pg. 15 for information on LiveHealth Online services.

We have special lactation rooms across Appliance Park to make pumping comfortable and convenient.

# Pumping at Work

See pg. 16 for more information on pumping and milk storage.

You should feel comfortable and confident to take the time to pump at work. Set up time with your HRM and manager/supervisor upon your return to work to discuss.

## Prepare

Returning to work gets a little easier when you put some planning around it. Talk to your supervisor about your schedule and what adjustments might need to be made. Practice using your breast pump before returning to work. Getting comfortable with your pump will help you relax while pumping at work.

## Pumping

While at work, try to match your pumping schedule to times you'd normally feed your baby — about two to three times during a typical, eight-hour work day. Pumping milk can take between 30 and 45 minutes:

1. Prepare to leave for pumping.
2. Arrival and prepare to pump in room.
3. Actual pumping time: 10 – 20 minutes.
4. Sterilize pumps and return to work.

**TIP:** Label your milk with your name. This will ensure your milk doesn't get switched with another mom's if you need to share a refrigerator.

## FAQs

### **AM I ALLOWED TO PUMP DURING MY LUNCH BREAK ONLY?**

No. Most working mothers pump two to three times during an eight-hour day.

### **I'M A PRODUCTION EMPLOYEE. WHAT ARE MY OPTIONS FOR PUMPING?**

Through the Affordable Care Act, an employer is required to provide reasonable break time for an hourly-waged (non-exempt) employee to express breast milk. Appliance Park provides two 45-minute paid breaks to pump. Any additional time needed will be unpaid. Work with your supervisor once you determine a pumping schedule.

*\*If you experience issues with your manager/supervisor regarding your pumping schedule, please contact your HRM or the WellWithin team for support.*



## Lactation Room Locations

If you're breastfeeding and you're at Appliance Park, you can easily find a lactation room throughout the campus to pump. Visit the ABC menu on GEA Today and look for Lactation Rooms under "L" or Nursing Mothers under "N."



## AP4-100B MEDICAL CENTER

Monday: 5:30 a.m. – 4 p.m.

Tuesday: 7 a.m. – 5 p.m.

Wednesday: 5:30 a.m. – 4 p.m.

Thursday: 7 a.m. – 5 p.m.

Friday: 8 a.m. – 3 p.m.

[careatc.com/appliancepark](http://careatc.com/appliancepark)\*  
502-452-0777

- ❖ schedule appointments
- ❖ chat with a healthcare provider
- ❖ review your labs
- ❖ and a LOT more!

\*If you have not registered for the Patient Portal, visit [careatc.com/appliancepark](http://careatc.com/appliancepark) to activate your account.



# CareATC Wellness Center

Completing your annual well women exam is essential to staying healthy and is a proactive way to identify any emerging risk.

Employees can complete their annual well women exam, and any associated blood work, onsite at the Wellness Center. If you already have a primary care provider or other specialist physician, you can bring your order for blood work to CareATC and have your labs conveniently drawn onsite and sent directly to your provider. CareATC not only saves you time but saves you money!

CareATC can also take care of acute issues like earaches, sprains, and cold/flu as well as manage chronic conditions like diabetes, heart disease and high blood pressure. It's convenient for busy moms, since access to services are available during onsite hours and virtually 24/7/365. Anything your primary care doctor handles for you, CareATC can do the same.

Outside of primary care, the CareATC Wellness Center also offers several other beneficial services that can support your health and wellness needs both onsite and virtually.

- ❖ Health Coaching by our Registered Dietitian
- ❖ EAP and Behavioral Health Therapy by our Licensed Clinical Social Workers
- ❖ Virtual Physical Therapy
- ❖ 24/7/365 Telemedicine services
- ❖ Onsite medication dispensing and refills for both acute and chronic illness

Register on our patient portal to take advantage of all these great services and make an appointment today.

## Advice from the Doctor

### Take Care of Yourself

Being holistically healthy—physically, emotionally, financially and socially—is a great foundation for the hard work of being a great mom and is actually great for your baby. Let others help or babysit so you can take care of you. Go shopping, exercise, schedule a hair appointment, take time to get ready for the day, establish a routine and get out.

## Fitness

The Y @ Work can help you get back into shape. Using their MobileFit technology, The Y @ Work staff can develop a personalized exercise plan for your post-pregnancy body.

### TIPS

- ❖ Pump or nurse before exercising
- ❖ Wear a supportive bra
- ❖ Stay hydrated
- ❖ Ease back into your exercise routine

AP4, behind the Medical Center  
502-452-0999

For hours and the latest information, visit our website!

[GEAWellWithin.site/the-y-work-fitness-center](http://GEAWellWithin.site/the-y-work-fitness-center)

### DID YOU KNOW?

With a community-wide YMCA membership, you have access to childcare programs at a discounted rate.

### Post pregnancy exercises

Check with you doctor before beginning any exercise program.  
Consult staff if you were diagnosed with Diastasis Recti.

<p><b>CRUNCH</b></p> 	<p><b>PELVIC TILTS</b></p> 	<p><b>PELVIC BRIDGE</b></p> 	<p><b>PLANKS</b></p> 
<p><b>PUSH UP</b></p> 	<p><b>HAMSTRING CURL</b></p> 	<p><b>SQUATS</b></p> 	<p><b>ONE HUNDRED (PILATES)</b></p> 
<p><b>LUNGES</b></p> 	<p><b>DEADLIFTS</b></p> 	<p><b>HEEL SLIDES</b></p> 	<p><b>HEEL TAPS</b></p> 

The GEA Working Parents Group wants you to know that they are in this with you!

Before I went on leave, I was shown how to navigate the lactation rooms and received a lot of help and advice on finding a suitable daycare.

**TINA GEORGE**

I have friends that have kids and work outside the home, but there is something different about being a GEA working mom. Knowing I have a group here to connect and share common experiences with is a huge help!

**ALISON SEWARD**

Using the Working Parents group for initial recommendations on the many, many things (swim lessons, doctors, dentist, etc.) you need with kids has been fantastic!

**ANONYMOUS**

## Support

### Onsite Support

As a new mother, we want to make sure you get all the help you need. If you are struggling to adjust, Appliance Park's onsite behavioral (mental) health professional can support you.

#### APPLIANCE PARK EAP COUNSELOR

[careate.com/appliancepark](http://careate.com/appliancepark)  
Direct Line: 502-452-0777

If you have not registered for the Patient Portal, visit [careate.com/appliancepark](http://careate.com/appliancepark) to activate your account.

#### WORKING PARENTS GROUP

Join the GEA Affinity Group — Working Parents — where you can get support from women who have been in your shoes.

Go to the ABC menu on GEA Connect under "A." Select "Affinity Networks" and pair up with the Women's Network. Working Parents is a subgroup under "Today's Families" you can join.

### Telemedicine: Support from Home

#### ANTHEM BEHAVIORAL HEALTH

[anthemeap.com](http://anthemeap.com) | Company code: **GEAppliances** | 855-873-4932

Available at no cost to ALL GEA employees. Eligibility for this benefit is NOT tied to enrollment in a GEA health plan.

#### LIVEHEALTH ONLINE

See a licensed therapist from the privacy of your own home. Fees apply.

[LiveHealthOnline.com](http://LiveHealthOnline.com)  
Download the LiveHealth online app.



#### LEARN TO LIVE

Ease the transition into parenthood.

[anthemEAP.com](http://anthemEAP.com) and enter the code to log in: **GEAppliances**











**GE APPLIANCES**  
*a Haier company*



**WellWithin**