



**GE APPLIANCES**  
*a Haier company*

**RESOURCES FOR**  
expecting **မိ**  
new mothers

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**ADVANCED SERVICES INC.**

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 Advanced Services Inc. (ASI) 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, 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 and ASI—congratulations!

Our best wishes,

*The WellWithin Team*

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# getting ready

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Understand Your Benefits

# Stay Connected with myHealth

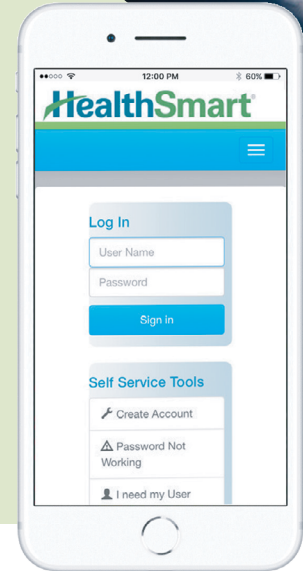


HealthSmart's smartphone app is designed to help you use and manage your healthcare coverage anywhere, anytime.

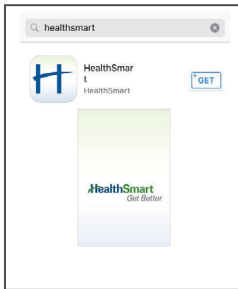
*Download it today from the App Store or Google Play!*

- ❖ View your eligibility
- ❖ See your claims history for the past 24 months
- ❖ Track deductibles, out-of-pocket maximums and other accumulators
- ❖ View, email, and fax your plan ID card – never worry about lost cards again!
- ❖ Get online technical support with our help center

**HealthSmart**® [healthsmart.com](http://healthsmart.com)



## How to Download the myHealth App



### IPHONE INSTRUCTIONS

1. Open the App Store.
2. Search for “HealthSmart.”
3. Tap the “Get” button next to the HealthSmart app, and it will begin to install.
4. Once installed, a new HealthSmart app icon will appear on your screen.



### ANDROID INSTRUCTIONS

1. Open the Google Play app store.
2. Search for “HealthSmart.”
3. Tap the HealthSmart application and tap the “Install” button to download.
4. Once installed, a new HealthSmart app icon will appear on your screen.

## How to Register and Login

1. Click on the HealthSmart app.
2. If you've already registered, sign in using your username and password.
3. To set up your new myHealth account, click on “Create Account.” You will be redirected to a page that requires you to complete some information. Once completed, enter a new username and password that will grant you access to your myHealth account. Then tap “Register.”
4. Now, you can use the same username and password to log in to your myHealth account at any time. You can also access your account online at [myhealth.healthsmart.com](http://myhealth.healthsmart.com).

# CHECKLIST:

## Pre-pregnancy to 12 weeks

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### Pre-pregnancy

- Review your fertility benefits.
- Find an OB-GYN using HealthSmart Quick Links. **A**
- 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.

## UNDERSTAND THE CHECKLIST

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** HealthSmart (Medical)  
1-844-861-9508  
[myhealth.healthsmart.com](http://myhealth.healthsmart.com)

Search for an in-network provider. After clicking “Access My Benefits and Claims,” you will see “Quick Links” on the screen for different networks. First, review your HealthSmart Member ID card to locate your specific network in the box labeled “PPO Network.” Next, click on the quick link that matches the network shown on your Member ID card and enter your search information.

You can also log in to your network's website directly by using the website address located on the Member ID card in the PPO Network box where you're looking to find the name of your specific network.

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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>

## UNDERSTAND THE CHECKLIST

- A CALL SEDGWICK TO SET UP SHORT TERM DISABILITY (STD)**  
ASI's Health Leaves Administrator  
1-844-253-7103

## YOUR LEAVE OF ABSENCE OPTIONS

1	<b>FAMILY MEDICAL LEAVE ACT (FMLA)</b>	<b>SHORT-TERM DISABILITY (STD)</b>
2	<b>12 WEEKS: RAPID CITY</b>	<b>6-8 WEEKS</b>
3	<b>16 WEEKS: MEMPHIS</b>	Sedgwick, <b>1-844-253-7103</b>
4	If you have one year of service and over 1,250 hours of work, you qualify for Family and Medical Leave Act (FMLA) — unpaid leave that will run concurrent with your STD.	Sedgwick will decide your STD status. Once your leave is created, Sedgwick will provide forms and instructions to your physician after this information is provided.
5	Always remember to communicate with your manager/supervisor about any remaining FMLA time off you intend to take.	<b>B</b> Sedgwick will pay out 60% of the average of your weekly pay. These checks will be sent to you through USPS and not directly deposited once the leave is approved.
6		
7		
8		
9		
10		
11		
12	<b>RAPID CITY</b>	
13		
14		
15		
16	<b>MEMPHIS</b>	

## 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 ASI employees must call Sedgwick to activate STD, regardless of whether you are on the ASI health plan. **A**
- Find a pediatrician and set up a Meet & Greet prior to delivery. To find a pediatrician: [myhealth.healthsmart.com](http://myhealth.healthsmart.com)

### 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. **B**
- If you plan to breastfeed when you return to work your HR team will support you with lactation room access.

## CHECKLIST:

# Your maternity leave of absence

### Day 1–31 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) under the Benefits tab. **A**
- Update your W4 tax information with your new dependent on Workday. (<https://wd3.myworkday.com/haier>). **B**

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

- Reach out to HR with documentation (release) to be approved before return.

### 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

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

1. Select the “Have you had a life event” box on the main page
2. On the righthand side, select the event that took place
3. Complete the steps and confirm your elections
4. Follow the instructions on the website to upload your required documents

By phone:

GEA's Pay &  
Benefits Center  
**833-885-5655**

Senior Benefits Specialist:  
ASI: Cindy Wilson  
**901-387-4176**

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

<https://wd3.myworkday.com/haier>

1. Click on the “Pay” icon
2. Under “External Links,” click “Change Federal/State Tax Withholding.” You will be taken to an external website: CICPlus
3. Click “Continue to Forms”
4. The system will only display the tax forms that are applicable based on your home and work location
5. Follow the prompts to complete the forms
6. Once complete, click “Submit to Employer”

#### **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. 11 for behavioral health (mental health) resources.

#### **CONTACT OUR EMPLOYEE ASSISTANCE PROGRAM.**

Learn about relevant medical research, specialists, community resources and other support.

**888-327-4800**

[guidanceresources.com](https://guidanceresources.com)

Company ID: MG7261V

Available at no cost to ALL ASI employees. Eligibility for this benefit is NOT tied to enrollment in the ASI 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

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## 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

### COMPSYCH GUIDANCE RESOURCES

888-327-4800

[guidanceresources.com](https://www.guidanceresources.com)

Company ID: MG7261V

Available at no cost to ALL ASI employees.  
Eligibility for this benefit is NOT tied to the ASI health plan.

### SUICIDE HOTLINE

800-273-8255

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

# Breastfeeding: Common Concerns

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## 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: 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.

## Learn How to Pump

- ❖ Open your pump prior to the birth of your baby and become familiar with it.
- ❖ Take a prenatal lactation class.
- ❖ 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

## 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

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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.



# Taking Care of Yourself

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## 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.

## 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 four 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.

*Adapted from workingmother.com*



## Nursing Mothers

There are two lactation rooms at ASI Rapid City and an office for lactation at ASI Memphis.

# Pumping at Work

See pg. 14 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 manager 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.

### **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. ASI provides two 30-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 for support.*

# Fitness

## ASI is pleased to offer a Fitness Rebate & Weight Loss Program Reimbursement to all active employees.

**Reimbursements will provide 50% of the amount paid** for membership, joining, and annual fees to eligible fitness centers, online/streaming fitness memberships, and/or a series of fitness-related classes, **up to \$300** per calendar year.

- ❖ You must be an active employee at the time you paid your membership fees and at the time your reimbursement is paid.
- ❖ Family gym memberships (not weight-loss programs) are included if the employee is a beneficiary of the

membership and intends to take advantage of the facility to address cardiovascular health.

- ❖ Employees must submit applications quarterly, during the first month of the current quarter, for fees paid the previous quarter (example: Jan-Mar submitted in Apr).
- ❖ ASI payroll will process applications; subject to state and federal tax.
- ❖ Reimbursements will provide 50% of the amount paid for fitness and weight-loss memberships and joining fees up to a maximum annual reimbursement of \$300.

## Post pregnancy exercises

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

### TIPS

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













**GE APPLIANCES**  
*a Haier company*

