LIFE EVENTS: NEW CHILD CHECKLIST

1. HEALTH INSURANCE
   - Compare policy premiums and cost differences for both parents' health plans
   - Compare covered services such as well-child care and routine immunizations
   - Note in which plans your pediatrician participates
   - Decide which parent's policy the baby will be covered under
   - Within 30 days of date of birth, enroll child

2. REIMBURSEMENT ACCOUNTS
   - Enroll or make changes in your health care reimbursement account within 30 days after birth
   - Enroll or make changes in your dependent care reimbursement account within 30 days after the second parent returns to work or school
   - Health care and dependent day care reimbursement deductions can continue from your paycheck while on leave of absence if you are receiving a paycheck
   - Contact the HRIC for assistance on reimbursement enrollment or changes

3. LIFE INSURANCE
   - Assess coverage needs based on current and future short and long term debt
   - Update beneficiary designations
   - Purchase additional insurance coverage if necessary
   - Contact the HRIC or specific program vendors for assistance

4. 403(B) RETIREMENT PLAN
   - Update beneficiary designations
   - Contact the HRIC for assistance

5. CHILD CARE SERVICES
   - Check with Staff and Family Programs for available resources