Overview of Work-life Resources

Be your best – at home and at work

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I also serve as the President of the College and University Work-Life-Family Association (CUWFA), a network of higher education work-life practitioners nationwide.

My husband Eric and I have three children who are ages 12, 9, and 5; and a pandemic puppy.

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What We Do

• Develop and manage work-life and well-being programs, policies and services.
• Offer a wide range of programs and resources to support life events and issues including:
  • Well-being Resources
  • Childcare Resources
  • Senior Caregiving Resources
• Provide individual consultations and referrals to Penn benefits and resources.
• Lead service recognition and appreciation programs and activities.
  • Models of Excellence
  • Milestone Service Recognition Program
Recent Projects and Initiatives

- Penn received the “Breastfeeding Friendly Employer award from the Pennsylvania Breastfeeding Coalition. The award recognizes the University’s Lactation Support Program which is a cross collaborative effort. Visit Penn’s Lactation Support webpages for more information.
- Launched Mindwell at Penn, a communication and programming initiative to connect faculty and staff with mental health resources, www.hr.upenn.edu/mindwellatpenn.
- Created a Special Penn COVID-19 Childcare Grant for faculty, staff, and postdocs.
- Expanded virtual mindfulness, resilience, and well-being workshop offerings.
- Added an award category to the Models of Excellence Program to recognize individuals and teams for going above and beyond to sustain Penn’s academic and research missions through uncertainty, Sustaining Penn Through COVID-19.
Mindwell at Penn

• A landing page ([www.hr.upenn.edu/mindwellatpenn](http://www.hr.upenn.edu/mindwellatpenn)) streamlines access points for support including:
  • Employee Assistance Program
  • Behavioral Health Component of Your Health Insurance Plan
  • Penn Cobalt
• New cohort resilience courses and special topics are offered on stress management and avoiding burnout, Developing a Daily Practice for Calm, Mindful Communication, Time and Energy Management, and Radical Resilience, among others. Learn more and register at [www.hr.upenn.edu/about-hr/events-calendar](http://www.hr.upenn.edu/about-hr/events-calendar).
• Timely communication and reminders in myHR. Review recent issues by visiting this webpage, [myHR (upenn.edu)](http://myHR.upenn.edu).
Employee Assistance Program

• Penn's Employee Assistance Program provides benefits-eligible faculty, staff, and their immediate family members with free, confidential, counseling and referral services for personal and professional life issues. Contact EAP directly at 1-866-799-2329 or www.hr.upenn.edu/eap.
  Schedule in-person, from a network of providers, or choose video, text, or chat.

• Access face to face or tele-behavioral health help through the behavioral health component of your medical plan.
Legal and Financial Resources
Provided by the Employee Assistance Program

- **Finances**
  30 minutes of over-the-phone access to financial guidance about everything from managing current debt to making decisions about future purchases.

- **Legal Advice**
  Convenient access to qualified legal professionals on the phone. 30 minutes of free legal consultation over the phone; the number of initial consultations on each new legal topic per year is unlimited. You can also get referrals to local attorneys.

Call 1-866-799-2329.
Behavioral Health Support through Health Insurance Plan

Penn’s health plans include behavioral health coverage for you and your enrolled dependents.

**Step 1: Identify which plan you are enrolled in.**

**Step 2: Understand what your plan covers.**

<table>
<thead>
<tr>
<th>Your Plan Information</th>
<th>Your Provider Network</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Penn Care PPO</td>
<td>Quest Behavioral Health Network</td>
<td>1-800-364-6352</td>
</tr>
<tr>
<td>Aetna POS II</td>
<td>Aetna Network</td>
<td>1-800-424-4047</td>
</tr>
<tr>
<td>Keystone HMO</td>
<td>Magellan</td>
<td>1-800-688-1911</td>
</tr>
<tr>
<td>Aetna HDHP</td>
<td>Aetna Network</td>
<td>1-800-424-4047</td>
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Learn more: [https://www.hr.upenn.edu/myhr/benefits/health/medical/behavioral](https://www.hr.upenn.edu/myhr/benefits/health/medical/behavioral)
Penn Cobalt

A digital platform that links you to mental health support. 

www.penncobalt.com

A direct link is available to schedule with a EAP Care Manager.
Childcare Resources and Support
Special Penn COVID-19 Childcare Grant

- Full-time, active, faculty, staff and postdoctoral trainees who meet eligibility criteria.
- Reimbursement up to $2,000 per household.
- Childcare expenses for children ages 10 and younger; or 11-18 with a disability related special need.
- Base salary $100,000 or less (from all Penn sources).
- Complete the application through Workday and the instructions are at www.hr.upenn.edu/covid19childcare.
Childcare and K-6 Education Support

• Help with finding caregivers, pod teachers, summer help, and babysitters
  • Provided by Care.com, penn.care.com
  • Free access; a self-directed search
  • Free access to professional guidance to conduct a search and screening on one’s behalf, free background check included ($79 value)
  • Costs for finding care are covered by Penn benefit; hourly cost covered by staff and faculty
Backup Care

• Provided by Care.com
• UP to ten days of subsidized care per year (July 1 – June 30)
• Minimum of four hours per request
• Care provided in your home or a childcare center
• Highly subsidized by Penn; $5 per hour $60,000 and below; $8 per hour greater than $60,000
• To register, call 1-855-781-1303 or go online to penn.care.com.
Community Resources

• **Parents@Penn Facebook Group** is a community group for Penn staff, students, postdocs, faculty, alumni, and partners.

• **Komae** is a cooperative childcare app, helping you to coordinate free, flexible childcare within a trusted network of other parents.

• **Caregiver Connections** (PennKey required), a platform developed by the Provost’s Office to build connections.

*Please note that Penn does not endorse Komae or Pupil Pod, or Facebook groups, nor does the University screen any services or caregivers that may be available through these resources. You and your family should screen any child-care centers, caregivers, and facilities for your children thoroughly. These services are being included for reference in this communication as a convenience, for the consideration of our staff and faculty. You should take time to screen and determine whether any resource is appropriate for you and your family, and to ensure your child’s development and safety. Use of Komae and Pupil Pod and their services are subject to Komae and the Pupil Pod’s Terms of Use.*
Additional Resources

Also available at www.hr.upenn.edu/covid19childcare

- Working from Home with Children
- Balancing Work and Life as a Work from Home Parent
- Caring for Your Family

Penn GSE Educator's Playbook Guides
- Creating a Schedule
- Answers to Parents' Questions
- 14 Tips for Staying Mentally Healthy in a Crowded House
- 14 Activities for Building Literacy at Home
Adult Caregiving Resources and Support
Senior Care Solutions

• One-on-one guidance and dedicated support from Masters-level Social Workers
• Provided by Care.com
• Getting started is easy; call 855-781-1303 ext. 3, go to penn.care.com or email seniorcareplanningteam@care.com
• Personalized planning for the health and welfare of adult and senior loved ones at every stage.
  o One dedicated advisor available to extended family
  o Advisors work with senior care providers nationally to identify, vet, and match provider options to each family’s needs while coordinating a plan of care
  o Employee, family, and Advisor have call to review recommendation and consultation summary
  o On-going guidance and follow-up from Advisor
  o Employees can get help with self care, dementia care, end of life care, communicating with healthcare staff, relocating a family member and more
Q & A