



WORK-LIFE

family & dependent care



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about the program

Family and Dependent Care in the Federal Government

Growing numbers of Federal employees, men and women, find themselves caring for a child, parent, spouse, other relative, or friend. Nearly half of Federal employees report having a child in their household, and one in five Federal employees report some responsibility for an adult dependent. With so many employees having caregiving responsibilities, the Federal Government is committed to providing an array of resources and solutions to help working caregivers effectively manage their work and family responsibilities while maximizing organizational performance.

What is Family and Dependent

Family and dependent care can look very different depending on the circumstances. Caregiving involves many types of assistance, including care that requires direct contact (e.g., meal preparation, bathing, driving, supervision) and care that does not (e.g., arranging for services, coordinating care, handling finances). Resources are available to support employees facing a range of care responsibilities for family members, friends, or relatives at all stages of the life course.

child care

includes care for infants, toddlers, school-aged children, and teenagers

adult care

includes care for adults who require assistance due to disability, illness, or other special needs

elder care

includes care for elderly and aging adults

Care?





**workplace supports
for family and
dependent care**

Just as family and dependent care responsibilities are varied and broad, supports for caregivers in the Federal workplace encompass a range of policies, benefits, and services that provide flexibility, financial support, direct services, and education and resources, including but not limited to the examples below.

flexibility

- Flexible work schedules
- Telework
- Part-time work
- Job sharing
- Phased retirement
- Phased return to work
- Leave policies

financial support

- Subsidies for care
- Flexible spending accounts
- Insurance programs
- Discount programs

direct services

- On-site care
- Respite care
- Emergency back-up care
- Nursing rooms
- Breast milk delivery
- Counseling
- Employee assistance program

education & resources

- Seminars
- Support groups
- Employee resource groups
- Resource libraries
- Referrals
- Toolkits
- Manager and employee training

the value of supporting family and dependent care

Family and dependent care supports provide significant benefits for Federal agencies, employees, and families.

benefits for agencies

- Increases retention
- Improves recruitment
- Reduces the need for unscheduled leave
- Increases employee engagement
- Improves productivity

benefits for employees and families

- Allows for better work-life integration
- Decreases stress
- Increases flexibility
- Improves concentration at work
- Improves overall health and well-being
- Reduces costs associated with care
- Increases job satisfaction
- Facilitates return-to-work after care-related leave





5 tips for working caregivers

1

tell the boss.

Your success in managing work and life priorities will often depend on the support you receive from your supervisor and colleagues. If you feel comfortable, let your manager and/or trusted coworkers know about your work-life challenges and goals. This conversation may foster understanding and could even be a big help to you.

2

identify flexibilities you need and ask for them.

Consider if changing your work schedule, having a flexible schedule, or teleworking would help you better manage and integrate your work and caregiving responsibilities. Propose solutions to your manager that are advantageous to achieving the organization's goals and your well-being, and if your manager seems skeptical, suggest a trial run.



3

use the employee assistance program.

The EAP not only provides caregivers with valuable services and information, it's also free and confidential. There is an EAP Counselor who is waiting to talk to you right now about resources related to back-up care, locating quality dependent care, financial assistance, and other caregiving topics.

4

know your rights.

You may be entitled to certain benefits and legal protections. For example, all Federal employees have entitlements related to sick leave, family and medical leave, protection from pregnancy discrimination, nursing at work, and reasonable accommodations for short- or long-term disabilities. Your first step should be contacting your local human resources office to learn more about benefits and protections available to you. The U.S. Office of Personnel Management, Department of Labor, and Equal Employment Opportunity Commission can also help answer questions about your legal rights and discrimination against workers with caregiving responsibilities.

5

take a break.

Time is not a luxury many caregivers have, but it is important to give yourself a break, even if it's a small one. Try closing your eyes and taking a few deep breaths, standing up and stretching, or going for a walk with a coworker or friend. You deserve it!

did you know...

Workplace supports for caregivers can reduce absenteeism, improve performance, and help retain valuable employees.

In recent decades, the proportion of men who are family caregivers has nearly doubled. It is critical for coworkers and supervisors to create inclusive work environments that offer support to all caregivers.

More than one in six American workers are caregivers.

60% of working caregivers report that they have made some work-related adjustments as a result of their caregiving responsibilities.

Nearly half of middle-aged adults have a parent 65 or older and are also caring for or financially supporting a child.

more information

Contact your local HR office to find your agency work-life or dependent care coordinator or search OPM's Work-Life Contact Tool available at:
<https://www.opm.gov/CCLContact/>.

Additional information is available at
www.opm.gov/worklife.