



Supporting Employees with Eldercare Needs What Employers Can Do

Policies	Benefits	Services
<u>Flexible Work Schedules:</u> <ul style="list-style-type: none"> • Compressed work weeks • Flextime • Cross-trained employees 	<u>Flexible Benefits Plans:</u> <ul style="list-style-type: none"> • Cafeteria plans • Flexible spending accounts • Dependent-care assistance plans 	<u>Education on Caregiving:</u> <ul style="list-style-type: none"> • Corporate libraries • Newsletters and guidebooks • Educational seminars • Caregiving fairs • Internet access
<u>Reduced Work Hours:</u> <ul style="list-style-type: none"> • Part-time employment • Job-sharing • Voluntary reduced time (V-time) • Phased retirement • Phase-in schedule after leave 	<u>Insurance:</u> <ul style="list-style-type: none"> • Health insurance • Disability insurance • Life insurance • Long-term care insurance 	<u>Resources on Caregiving:</u> <ul style="list-style-type: none"> • Dependent-care information and referral • Case management • Support groups • Peer support • Wellness programs
<u>Options For Leave:</u> <ul style="list-style-type: none"> • Sick leave (days, hours) • Family leave • Personal leave (earned time) • Vacation leave • Family leave (FMLA), unpaid or (preferably) paid 	<u>Employee-Assistance Programs:</u> <ul style="list-style-type: none"> • Substance abuse treatment • Stress management • Consumer counseling • Crisis intervention • Bereavement counseling • Personal and family counseling 	<u>Direct Services:</u> <ul style="list-style-type: none"> • Adult day center • Child/adult day-care consortium • Subsidies, vouchers, discounts for child or elder care, including respite • Sick and emergency care • Before/after school, summer and vacation care • Concierge services
<u>Change Where Work is Done:</u> <ul style="list-style-type: none"> • Telecommuting • Relocation policies 	<u>Tax Benefits:</u> <ul style="list-style-type: none"> • Earned-income credit • Dependent-care tax credits 	<u>Community Involvement:</u> <ul style="list-style-type: none"> • Stimulate care-related resources
<u>Management Sensitivity:</u> <ul style="list-style-type: none"> • Management training in work/life issues 		

Adapted from Neal, M. B. Chapman, N.J. Ingersoll-Dayton, B., & Emlen, A.C. (1993). *Balancing Work and Caregiving for Children, Adults, and Elders*. Newbury Park, CA: Sage. Copyright 2001 Portland State University

To learn more about working caregivers, visit the employer section of the National Caregivers Website
www.CaregiversLibrary.org or call 804-327-1111