

Quick Guide on Pregnancy and Birth



Before the birth

All mothers-to-be:

Ask your gynaecologist to issue you with a maternal health passport, ensure continuous preventive medical examination

Notify your health insurance provider (Krankenkasse) of your expected due date

Contact a midwife at an early stage (prevention, prenatal classes, follow-up care)

Select a maternity clinic (evening info sessions, talks to midwives and doctors)

Parents not married or single parents: prenatal acknowledgement of paternity (Registry Office, Youth Welfare Office or notary), custody declaration (Youth Welfare Office or notary)

Prepare applications for child benefit and family allowance

In employment:

Notify your health insurance provider and employer of your pregnancy and the expected due date (maternal health passport)

If in need, apply for extra funding from the Federal Foundation *Mother and Child* (Bundesstiftung Mutter und Kind) (Ask for information at your pregnancy advice centre)

Apply to your health insurance provider for maternity benefit (approx. 33th week of pregnancy), employer subsidises maternity benefit

Apply to your employer for parental leave (no form required) seven weeks in advance (mother: 7 weeks before the maternity leave ends, father: 7 weeks before the beginning of parental leave)

In receipt of Job Centre or Social Welfare benefits:

Job Centre benefits:

If in need, apply for additional assistance during the pregnancy (submit a new request or notify the Job Centre of your change in circumstances!)

and

If in need, apply for extra funding (for maternity wear, basic equipment, etc.) from the Federal Foundation *Mother and Child* (Bundesstiftung Mutter und Kind)

(Ask for information at your pregnancy advice centre)

Benefits from the Social Welfare Office (Sozialamt):

Art. 6 Asylum Seekers' Benefits Act: Apply for special needs arising from pregnancy and birth

and

Funding from the Federal Foundation (see above)



After the birth

All new parents:

Birth certificate/register birth (Registry Office of the place of birth)
Collect welcome pack (Registry Office)

Registry Office registers child at the citizens' centre, parents receive letter with child's tax ID number

Parents not married or single parents: Acknowledgement of paternity (Registry Office, Youth Welfare Office or notary), custody declaration (Youth Welfare Office or notary)
=> only if not completed before birth

Health insurance for child (health insurance provider)

Health checks with paediatrician

Apply for child benefit using the child's tax ID number (Family Benefits Office) and family allowance (Social Welfare and Housing Office)

Register for a nursery place (www.kitaplatz.magdeburg.de)

In employment:

Inform employer about the date of birth

Check your tax class and apply for your tax-free child allowance (Tax Office)

Apply for child supplement (Kinderzuschlag) if applicable (Family Benefits Office)

When your employment contract ends, contact the employment agency (Agentur für Arbeit) 3 months in advance

In receipt of Job Centre or Social Welfare benefits:

Present birth certificate at Job Centre or Social Welfare Office

Apply for financial support for the child (apply for additional assistance for single parents if applicable)

If required:

- Housing benefit (Social Welfare and Housing Office)
- Otto City Card (Counselling and application: Social Welfare and Housing Office)



At the Youth Welfare Office (Parents not married or single parents):

Parents not married:

- Acknowledgment of paternity (Youth Welfare Office, Registry Office or notary)
- If shared parental custody is intended: custody declaration (if parents are not married, child custody is initially granted to the mother) (Youth Welfare Office or notary)

Single parents:

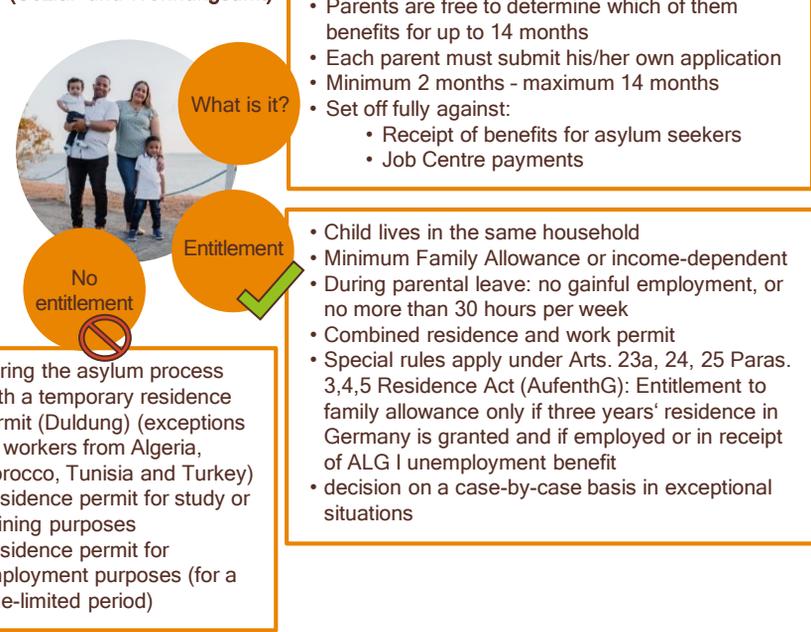
- Have a sole custody certificate issued (negative clearance certificate) (Youth Welfare Office)
- If applicable, check entitlement to maintenance and/or to an advance on maintenance (Youth Welfare Office) → present certificate of paternity (if available), ID cards, father's payslips or ALG II benefit statement (if available)

Child benefit and family allowance

Child benefit (Familienkasse)



Family allowance (Sozial- und Wohnungsamt)



At the Family Benefits Office (Familienkasse):

Present tax ID number (The child is automatically registered at the residents' registration office. Shortly after the parents will receive the child's tax ID number by post.)

At the Social Welfare and Housing Office (Sozial- und Wohnungsamt):

Present ID cards, confirmation of birth for payment of child benefit, completed application with proof of income (if applicable)

Registration of a birth

Registry Office (Standesamt)

Notify the Registry Office of the birth within one week (usually performed by the maternity clinic)

Registry Office certifies the birth within four weeks (in general: personal attendance by the mother and father is required)

=> prior appointment at geburtsanmeldung@std.magdeburg.de or 0391/ 540 4215

Aliens' Authority (Ausländerbehörde)

Parents get confirmation of the notification of the birth from the Registry Office => presentation at the Aliens' Authority (The Registry Office sends an electronic notification to the Aliens' Authority)

Clarification of residence status/ asylum application

In case of asylum application: apply for asylum seekers' benefits for child (Social Welfare Office), even if the parents are drawing Job Centre benefits

Special circumstances/ potential problems

- The names of both parents will only be registered if their identities are established and the civil status of the mother can be checked (registration without proof of identity: child will take the mother's surname).
- Missing identity documents or marriage certificate can affect the registration of the birth and the application for benefits.
- The children may have different surnames if they were born in different towns or because of the different transcription of surnames on passports.
- After birth, parents can either submit an asylum application for the child or the child is granted a residence permit which depends on the parents' residence permit. By applying for asylum children can receive an independent residence permit.
- After birth, children have the option of receiving benefits from the Job Centre for up to six months on the basis of their parents' residence permit. During this time, an asylum application can be made or a residence permit can be granted depending on the parents' stay.
- The Social Welfare and Housing Office only pays asylum seekers' benefits from the first day the application is filed (not with retrospective effect) → if applying for asylum for your child, apply for asylum seekers' benefits from the Social Welfare and Housing Office as soon as possible!
- Apply for child benefit, family allowance, Job Centre benefits or asylum seekers' benefits as soon as possible; otherwise, you may fall into debt.
- It is important that the mother is insured by a health insurance provider, as families otherwise have to pay all the costs for midwives, doctors, hospitals etc. themselves.

At the Registry Office (Standesamt): Presentation of original documents:

Parents not married: Parents' birth certificates, valid ID documents (passport and residence permit, EU citizens: ID card), (if applic.) prenatal acknowledgment of paternity and custody declaration

Parents married: Valid ID documents (see above), marriage certificate, parents' birth certificates

Mother divorced: Mother's birth certificate, valid ID document (see above), (if applic.) change of name certificates, marriage certificate with final divorce decree, (if applic.) prenatal acknowledgment of paternity, passport and birth certificate of father acknowledging paternity

MATERNITY CLINICS

- 1 **Universitätsklinik für Frauenheilkunde, Geburtshilfe und Reproduktionsmedizin**
Gerhart-Hauptmann-Straße 35, 39108 Magdeburg
Tel.: 0391/ 671 7301
- 2 **Marienstift - Klinik für Geburtshilfe**
Harsdorfer Straße 30, 39110 Magdeburg
Tel.: 0391/ 726 2458
- 3 **Klinikum Magdeburg - Frauenheilkunde und Geburtshilfe**
Birkenallee 34, 39130 Magdeburg
Tel.: 0391/ 791 3601

PAEDIATRICIANS

- 1 **Barbara Fügner**, Große Diesdorfer Str. 227, 39108 Magdeburg, Tel.: 0391/ 607 8342
- 2 **Süna Gertz**, Hanns-Eisler-Platz 11, 39128 Magdeburg, Tel.: 0391/ 252 2737
- 3 **Dr. med. Kathrin Dusel, Dr. med. Gunther Gosch, Dipl. Med. Regina Lehmann, Dr. med. Ute Schwetalla**, Domplatz 11, 39104 Magdeburg, Tel.: 0391/ 734 7351
- 4 **Dr. med. Jana Hoyer-Schuschke**, Stieglitzweg 29, 39110 Magdeburg, Tel.: 0391/ 252 9216
- 5 **Dr. med. Daniela Petz**, Badeteichstr. 14, 39126 Magdeburg, Tel.: 0391/ 505 1400
- 6 **Karen Höft & Peggy Renner**, Dr.-Grosz-Str. 1-2, 39126 Magdeburg, Tel.: 0391/ 288 668 50
- 7 **Dipl.-Med. Cornelia Hanke**, Halberstädter Chaussee 87a, 39116 Magdeburg, Tel.: 0391/ 727 6694
- 8 **Dr. med. Sandra Körn**, Alt-Salbke 96, 39122 Magdeburg, Tel.: 0391/ 404 6056
- 9 **Manon Staack & Peggy Fernández Pérez**, Bruno-Taut-Ring 156, 39130 Magdeburg, Tel.: 0391/ 722 4316
- 10 **Katharina Polter**, Frankfelde 34, 39116 Magdeburg, Tel.: 0391/ 631 2098
- 11 **Dr. med. Angelika Schulat**, Breiter Weg 251, 39104 Magdeburg, Tel.: 0391/ 408 23 252
- 12 **Dr. med. Veronika Weise**, Hopfenbreite 16, 39120 Magdeburg, Tel.: 0391/ 621 1260
- 13 **Dr. med. Petra Huidu**, Lübecker Str. 32, 39124 Magdeburg, Tel.: 0391/ 251 5166
- 14 **Dr. med. Eva Schneckenhaus**, Halberstädter Str. 55, 39112 Magdeburg, Tel.: 0391/ 616 535
- 15 **Gabriela Ciubotaru**, Ebendorfer Chaussee 49, 39128 Magdeburg, Tel.: 0391/ 726 59 733
- 16 **Margarete Rathert**, Leipziger Str. 44, 39120 Magdeburg, Tel.: 0391/ 672 4200

CENTRAL CONTACT POINT FOR CHILDREN AND YOUNG PEOPLE

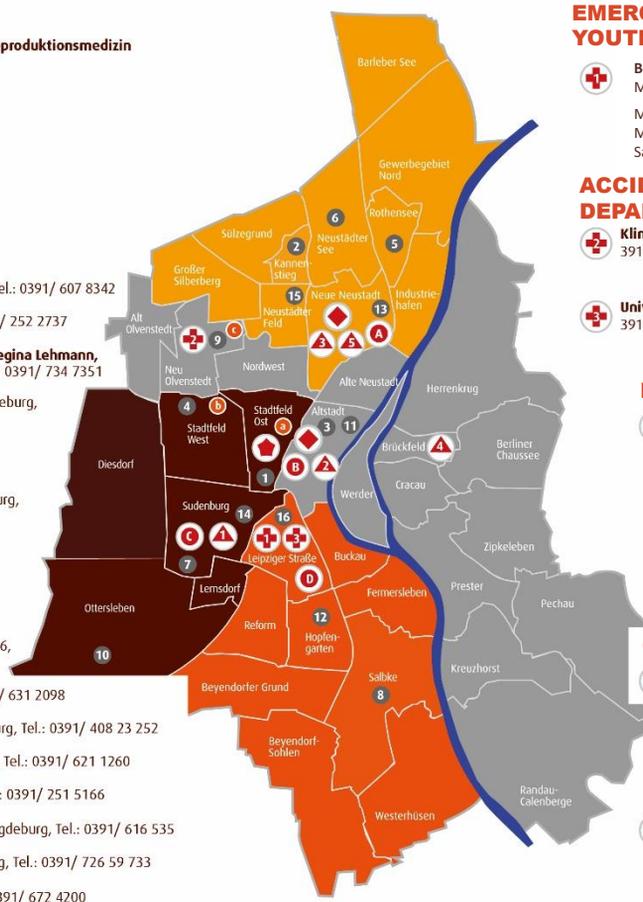
- 1 **Kinder- und Jugendnotdienst**
Meldung von Kindeswohlgefährdung:
Gerhard-Hauptmann-Str. 46a, 39108 Magdeburg
Tel.: 0391/ 731 0114

EDUCATIONAL COUNSELLING

- 1 **Psychologische Erziehungs- und Familienberatungsstelle des Jugendamtes Magdeburg**
Halberstädter Str. 168-172, 39116 Magdeburg
Tel.: 0391/ 607 4980
- 2 **Magdeburger Stadtmission e. V.**
Leibnitzstr. 4, 39104 Magdeburg, Tel.: 0391/ 532 4913
- 3 **Wildwasser Magdeburg e. V.**
(Beratungsstelle gegen sexualisierte Gewalt),
Ritterstr. 1, 39124 Magdeburg, Tel.: 0391/ 251 5417
- 4 **Psychologische Beratungsstelle - Caritas Regionalverband Magdeburg**
Am Charlottentor 31, 39114 Magdeburg
Tel.: 0391/ 289 21 052
- 5 **pro familia**
Lübecker Str. 24, 39124 Magdeburg
Tel.: 0391/ 252 4133

PERSONAL ADVICE FOR PARENTS, CHILDREN AND YOUNG PEOPLE

- 1 **Sozialzentrum Nord**, Lübecker Str. 32, 39124 Magdeburg, Tel.: 0391/ 540 6092
Zuständigkeitsbereich
- 2 **Sozialzentrum Mitte**, Katzensprung 2, 39104 Magdeburg, Tel.: 0391/ 540 4971
Zuständigkeitsbereich
- 3 **Sozialzentrum Süd**, Wilhelm-Höpfner-Ring 1, 39116 Magdeburg, Tel.: 0391/ 540 3133
Zuständigkeitsbereich
- 4 **Sozialzentrum Südost**, Bertolt-Brecht-Str. 5, 39120 Magdeburg, Tel.: 0391/ 540 3812
Zuständigkeitsbereich



EMERGENCY CHILDREN'S AND YOUTH MEDICAL SERVICE

- 1 **Bereitschaftsdienstpraxis**, Leipziger Str. 44, 39120 Magdeburg, Haus 60a, Tel.: 039167-25333
Mo/ Di/ Do 19:00 – 22:00 Uhr
Mi/ Fr 14:00 – 22:00 Uhr
Sa/ So/ Feiertag 08:00 – 22:00 Uhr

ACCIDENT AND EMERGENCY DEPARTMENTS

- 1 **Klinikum Magdeburg**, Birkenallee 34, 39130 Magdeburg, Tel.: 0391/ 7910
allgemeine Notfallsprechstunde: ab 24 Uhr
- 2 **Universitätsklinikum**, Leipziger Str. 44, 39120 Magdeburg, Tel.: 0391/ 6701

PUBLIC HEALTH

- 1 **Gesundheits- und Veterinäramt**, Lübecker Straße 32, 39130 Magdeburg
- **Kinder- und Jugendärztlicher Dienst**
Tel.: 0391/ 540 6048
- **Kinder- & Jugendpsychiatrischer Dienst**
Tel.: 0391/ 540 6058
- **Schwangeren- und Mütterberatung**
Tel.: 0391/ 540 6053
- **Sozialpsychiatrischer Dienst**
Tel.: 0391/ 540 6075

GENERAL ADVICE

- 1 **Koordinationsstelle Frühe Hilfen**
Lübecker Straße 32, 39124 Magdeburg
Tel.: 0391/ 540 2474 und 540 2475
www.kinder-in-magdeburg.de
Sprechzeiten: Di 15:00- 17:00 Uhr
Do 10:00- 12:00 Uhr
sowie nach Vereinbarung
- 2 **Familieninformationsbüro**
Krügerbrücke 2 (Ecke Ulrichplatz)
39104 Magdeburg
Tel.: 0391/ 5980 2700 und 5980 2701
www.facebook.com/FiBMagdeburg

ADVICE CENTRES FOR PREGNANT WOMEN AND FAMILIES

- 1 **Gesundheits- & Veterinäramt Schwangeren- und Mütterberatung**
Lübecker Straße 32, 39124 Magdeburg, Zimmer 147
Tel.: 0391/ 540 6053
- 2 **pro familia Landesverband Sachsen-Anhalt e.V.**
Lübecker Straße 32, 39124 Magdeburg

- 3 **AWO Schwangerenberatung**
Thiemstraße 12, 39104 Magdeburg
Tel.: 0391/ 406 8050

- 4 **Stadtmission Schwangerenberatung**
Leibnitzstraße 4, 39104 Magdeburg
Tel.: 0391/ 532 4927

- 5 **Caritas Schwangerenberatung**
Karl-Schmidt-Straße 5c, 39104 Magdeburg
Tel.: 0391/ 408 0512

- 6 **Fondation fédérale pour la mère et l'enfant «Bundesstiftung Mutter und Kind»:**
Les demandes d'aide financières peuvent être effectuées uniquement auprès d'un centre d'information pour femmes enceintes du domicile

CITIZENS' OFFICES IN MAGDEBURG

- 1 **BürgerBüros: Behördennummer 115**
- 2 **BürgerBüro Mitte**
Leiterstraße 2a, 39104 Magdeburg
- 3 **BürgerBüro Süd**
Bördepark, Salbker Chaussee 67, 39118 Magdeburg
- 4 **BürgerBüro Nord**
Lübecker Straße 32, 39124 Magdeburg
- 5 **BürgerBüro West**
Bruno-Beye-Ring 50, 39130 Magdeburg

Landeshauptstadt Magdeburg
Dezernat für Soziales, Jugend und Gesundheit
Wilhelm-Höpfner-Ring 4, 39116 Magdeburg
Tel.: 0391.540 6717
E-Mail: koordination.integration@stadt.magdeburg.de
www.magdeburg.de/integrationsportal
Stand: Januar 2022

AUTHORITIES

- 1 **Jobcenter Magdeburg**
Otto-v.-Guericke-Straße 12a, 39104 Magdeburg
Hotline: 0391/ 562 1777
- 2 **Registry Office (Standesamt)**
Humboldtstraße 11, 39112 Magdeburg
Tel.: 0391/ 540 42 15
- 3 **Social Welfare and Housing Office (Sozial- & Wohnungsamt)**
Wilhelm-Höpfner-Ring 4, 39116 Magdeburg
→ Parental Allowance
Hotline: 0391/ 540 3670 oder -71
- 4 **Family Benefits Office (Familienkasse)**
Hohefortestraße 37, 39104 Magdeburg
Hotline: 0800/ 455 5530
- 5 **Tax Office (Finanzamt)**
Tessenowstraße 10, 39114 Magdeburg
Hotline: 0391/ 885 12
- 6 **Employment Agency (Agentur für Arbeit)**
Hohefortestraße 37, 39114 Magdeburg
Hotline: 0800 / 455 5500
- 7 **Daycare Advice (Kita-Beratung)**
Wilhelm-Höpfner-Ring 1, 39116 Magdeburg, Zimmer 223
Tel.: 0391/ 540 3131
- 8 **Paternity/ maintenance/ certifications/ maintenance advance (Youth Welfare Office)**
Julius-Bremer-Straße 8, 39104 Magdeburg
Behördennummer 115
- 9 **Housing Benefit (Wohngeld)**
Wilhelm-Höpfner-Ring 4, 39116 Magdeburg
Hotline: 0391/ 540 3670 oder 0391/ 540 3671
- 10 **Otto-City-Card**
Wilhelm-Höpfner-Ring 4, 39116 Magdeburg
Hotline: 0391/ 540 3670 oder 0391/ 540 3671

CHEAP BABY AND CHILDREN'S CLOTHING

- 1 **Baby- und Kleinkindershop der Stiftung netzwerk leben**
Karl-Schmidt-Straße 4, 39104 Magdeburg
Tel.: 0391/ 401 8249 und 0391/ 534 2411