

An Orientation to Your Employee Assistance Program (EAP)

Your Employee Assistance Program (EAP)

- A pre-paid benefit
- Confidential—individual information is not reported back to your employer
- Available to all your household members and dependents
- Easy to reach through your toll-free number or online
- Available 24 hours a day/7 days a week

Common reasons people use EAP services

- | | |
|----------------------------------|-------------------------------------|
| • Manage stress | • Improve sleep |
| • Enrich relationships | • Build a support system |
| • Support a healthy lifestyle | • Boost emotional health |
| • Work conflict | • Better balance work and life |
| • Build coping skills | • Alcohol or substance use concerns |
| • Anger management | • Child and elder care resources |
| • Tobacco/nicotine cessation | • Enhance parenting skills |
| • Enhance problem-solving skills | • Time management resources |

What can I expect when I call the EAP?

- Toll-free accessibility
- Confidential assistance with all life areas:
 - Parenting
 - Work-life balance
 - Communication
 - Healthy living
 - Professional growth
 - Healthy aging
 - Stress and anxiety
- Confidential telephonic consultation and referrals
 - Counseling/coaching

What can I expect when I visit the website?

24/7 confidential accessibility with access to:

- Live chat
- Program information
- Online EAP registration
- Emotional health and wellness articles and resources
- Videos, podcasts and webinar recordings
- Monthly campaigns
- Self-assessments
- Web-based care
- Clickotine smoking cessation program

Legal and financial well-being

Legal assistance

Free consultation on the phone or in person

Discounted fees for services needed initial consultation

Online tools, education and resources for help with:

- ✓ Debt and credit
- ✓ Divorce
- ✓ Real estate
- ✓ Taxes and audits
- ✓ Trusts
- ✓ Wills

Financial coaching

Free telephone consultations

Discounted fees if you elect to continue working with a financial coach beyond initial consultations

Online tools, education and resources for help with:

- ✓ Budget planning
- ✓ Debt and credit
- ✓ College and retirement planning
- ✓ Taxes and audits
- ✓ Loan and mortgage assistance

Identity theft resolution

- ✓ Free telephone consultation
- ✓ Fraud Resolution Specialist™
- ✓ listens to issues, answers questions
- ✓ and gives directions and tools to help resolve situation
- ✓ Free ID Theft Emergency Response KitSM

Work-life well-being

Adult care & aging

- Care options
- Living arrangements
- Senior services
- Community programs

Child care & parenting

- Parenting infants
- Manage work and family
- School options
- Summer care

Daily living

- Home improvement
- Consumer information
- Emergency preparedness
- Travel

Education

- Financial aid & scholarships
- Continuing education
- Tutoring
- Extracurricular activities

Moving

- Referrals to move & real estate services
- Neighborhood profiles
- Housing information

Pet Ownership

- Local veterinarians
- Pet sitters
- Pet supplies and insurance
- Pet friendly locations and activities

Pregnancy & adoption

- Prenatal care
- Birthing options
- Labor and delivery
- Parenting adopted children

Relationships

- Wedding planning
- Marriage laws and licenses
- Healthy marriage tips
- Separation and divorce support

Special Needs

- Doctor visit preparation
- School services
- Respite care
- Stress management and emotional support

Video resources:

Employee Orientation: <https://youtu.be/-49B33UYmTg>

Legal and Financial Services: <https://youtu.be/aujLvcJnd2s>

Work-life Services: <https://youtu.be/dOglUWZvfHw>