



Employee Services

Your EAP Benefit Guide



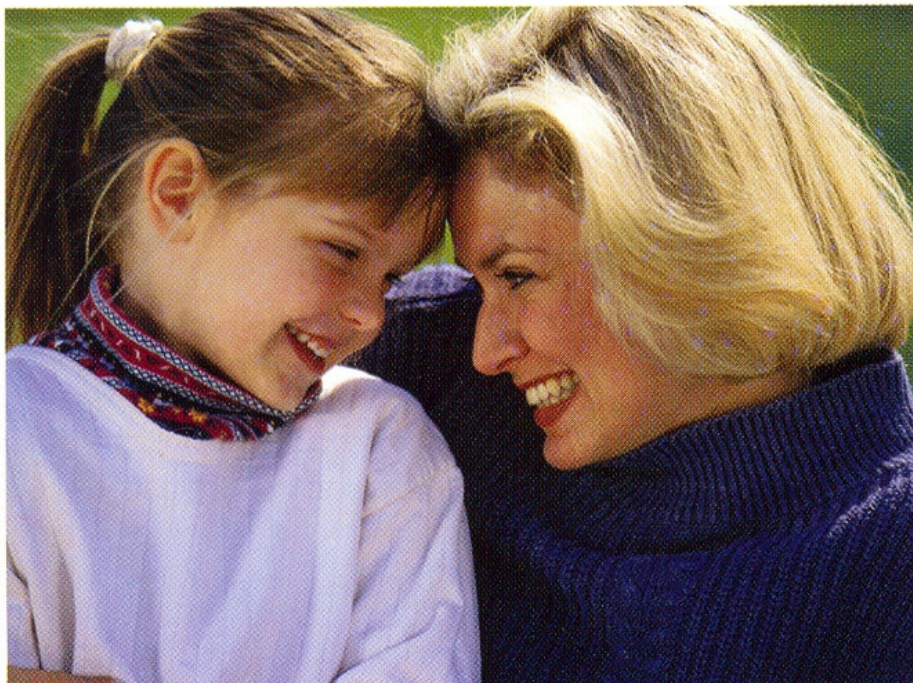
Problems are part of life. We all face them from time to time. Most of the time, we can handle them ourselves. But sometimes it makes more sense to reach out for help. That is why your employer provides you and your family with the Employee Assistance Plan, an employee benefit that provides resources and solutions for the problems you encounter.

What is the Employee Assistance Plan (EAP)?

The EAP is a confidential program designed to help you manage your work and life problems. Just as health insurance is designed to address your physical health, your EAP benefit provides assistance for your emotional and mental well being. The EAP provides the resources and tools that you need to address the problems you face. And because your employer has covered the entire cost of services, there is no cost to you.

How does the EAP work?

Getting the help you need is simple. You can call the EAP 24 hours a day, 7 days a week to reach a professional counselor. Just dial 800 252-4555. Or you can log on to www.theEAP.com to access other benefits. It is important to know that your EAP provides access to more problem-solving solutions than any other. These solutions fall into four categories—Counseling Benefits, Work and Life Benefits, Information Resource Benefits and our exclusive Lifestyle Benefits.



Counseling Benefits

Many complex issues are best resolved with counseling assistance from a professional behavioral health counselor. You will want to consider calling for counseling help if you encounter problems such as:

- Marital or Relationship Issues
- Family or Child-Related Problems
- Depression, Stress or Anxiety
- Grief or Loss of a Loved One
- Eating Disorders or Substance Abuse
- Work Related Problems

When you call, you connect immediately with a counselor. Each of our counselors has a Masters or Doctoral degree and over five years of counseling experience. Should you need to be referred to a local counselor for personal visits, we have over 25,000 private practitioners available. That assures that you will have a counselor near where you work or live.

Work and Life Benefits

Other personal problems may require professional help from other disciplines. We offer a broad range of solutions for your everyday work and life problems. These may include:

- Debt Problems
- Legal Issues
- Child or Elder Care
- Financial Information

We have over 5,000 financial, legal and debt counseling professionals located across the U.S. and Canada to serve your needs.

Information Resource Benefits

Sometimes the best solution to a problem comes from finding the right information to allow you to resolve the matter. That's why we have created Information Resources—an enormous collection of thousands of self-help tools and information articles that cover virtually every problem you might face. You can call or log on to the website to access these benefits. Just some of the resources available include:



- Behavioral Health – Information covering everything from Attention Deficit Disorder to Suicide Prevention.
- Health and Wellness – Articles and links to the best health and wellness information.
- Financial – Articles, tools and information to help with virtually every financial question.
- Legal – Information on topics ranging from Adoption to Wills.

Lifestyle Benefits

Your Lifestyle Benefits include services to help you improve the quality of your life. While these benefits vary by time of year and location, you can call or log on for special fitness, wellness and financial planning benefits. These include special offers from Bally's Total Fitness, Jenny Craig, and SmokEnders. Plus, you can call to get a custom retirement or college saving plan from a financial counselor.

Getting the Help You Need

To reach a counselor for any of your EAP benefits call toll-free 800 252-4555 or log on to www.theEAP.com.



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