

# Employee Assistance Program

## Well-being for work and life

With today's to-do lists and busy work schedules, who has time to deal with personal problems when they come up? Especially the kind of problems that make it difficult to think about anything else?

Now you do — with a full range of expert services available through your Employee Assistance Program (EAP).

### One Resource, Many Services

With your EAP, you'll find the information, resources, and referrals you need to improve life at home and at work.

- **Expert Counseling** — professional counselors are available to provide an objective viewpoint and expert guidance. You can have on-the-spot advice over the phone or a referral to work with a counselor face-to-face.
- **Legal Assistance** — advice for landlord/tenant issues, personal injury, bankruptcy and other concerns. Services include free phone consultations with licensed attorneys, a free referral to a local attorney plus a 30-minute face-to-face consultation at no charge, and a 25% discount on additional legal services. Family mediation services are also available.
- **Financial Services** — free, unlimited phone consultations with certified financial planners from Ernst & Young about debt management, taxes, investing, and other related topics. Also included are credit card debt and budget assistance programs from Consumer Credit Counseling Services (a reputable non-profit organization).



free  
confidential  
all day, every day

Call toll free anytime

**1-866-222-3757**

1-866-278-4431 (TDD)

or log on to

[www.liveandworkwell.com](http://www.liveandworkwell.com)

access code: 12215

Employee Assistance Program

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- **Workplace Training Programs** — seminars on popular topics such as team building and problem solving, plus management consultations and other workplace resources.
- **Online Resources** — log on to [www.liveandworkwell.com](http://www.liveandworkwell.com) to discover interactive learning programs, chat with experts, try useful planning calculators, search for community resources, download health and wellness articles, and more.

### How Your EAP Works

Whether the challenge is big or small, your EAP helps you find the services, referrals and support you need to help you with:

- Job stress
- Conflicts at work
- Marital or relationship problems
- Legal issues
- Depression over the loss of a loved one
- Financial worries
- And more

One toll-free phone call is all it takes to reach an expert professional who will consult with you and recommend the right resources for your specific needs.

### Any Questions?

#### Q. How much does it cost to use the EAP?

A. Your EAP includes unlimited access to expert consultants, research and referral services, and [www.liveandworkwell.com](http://www.liveandworkwell.com) at no cost to you. You also receive a number of free in-person counseling sessions — check your benefit plan for details. If additional sessions are needed, they may be covered according to your medical plan. Discounts on legal and financial services are also available.

#### Q. Are these services confidential?

A. Yes. Protecting your confidentiality is our top priority. All records — including personal information, referrals, and evaluations — are kept confidential in accordance with federal and state laws.

#### Q. Who provides this program?

A. United Behavioral Health — the leader in behavioral health and wellness services. The company designs and delivers programs, like your EAP, to help people live and work well. Services are provided through a large network of resources, licensed providers, and facilities to ensure you get personalized, proactive solutions for your specific needs.

## Employee Assistance Program

Call anytime for help with the demands of everyday life.

We're here to help you and your family with a wide range of personal and work-related needs.

- Communicating effectively
- Managing stress
- Financial planning
- Depression and emotional problems
- Legal questions

### Invest in Yourself

By helping resolve any personal or work-related concerns you face, your EAP can improve both your well-being and work performance. Call anytime for confidential assistance.



# Financial Services

The pressures and complexities of managing your finances can be overwhelming. But you don't have to figure it out alone. United Behavioral Health (UBH) offers free, confidential access to Financial Services that will help you with budget planning, debts, investments, taxes and more.

## What financial services does UBH provide?

With UBH's Financial Services, you receive:

- Free phone consultations with credentialed financial counselors from a variety of specialties
- Referrals to local financial professionals and advisement resources
- Free document review (e.g., budgets, loan paperwork, taxes, etc.) by fax or email

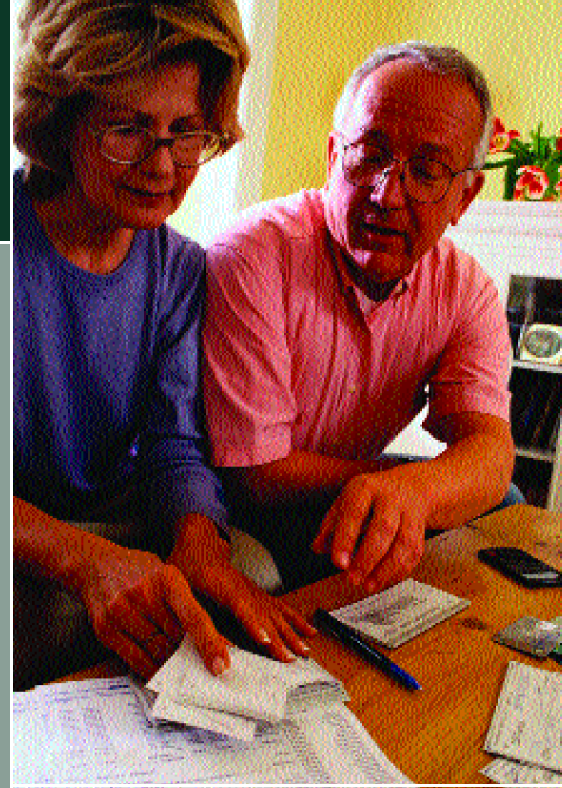
## How can these Services help?

UBH's Financial Services address a wide range of financial topics, including:

- Financial planning
- Debt/credit management
- Investing
- Taxes
- Mortgage and auto loans
- Bankruptcy
- Assistance with other financial concerns



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## How do I get started?

To use these services, simply call UBH's toll-free number, as provided by your Human Resources department. Financial consultants are available from 5:00 a.m. to 6:00 p.m. Pacific Time, Monday through Friday.

If you have other questions or want to know how UBH can help with other personal and work-related concerns, our counselors are available 24 hours a day, every day. Just call the toll-free UBH number.



# Legal Counseling Services

For advice, help drafting a will or assistance with a complicated legal matter, just call United Behavioral Health. Legal Counseling Services give you free, confidential access to lawyers who will answer legal questions, prepare legal documents and help you resolve legal issues.

## What legal services does UBH provide?

With UBH's Legal Counseling Services, you receive:

- Free phone consultations with licensed attorneys
- Free referral to a local attorney with experience handling cases similar to yours
- A free 30-minute face-to-face consultation with the referred lawyer
- A 25% discount on additional legal services

## How can these legal services help?

The Legal Counseling Services address most types of legal issues, including:

- Wills, estates and Power of Attorney
- Divorce, separation, child support and family conflicts
- Landlord and tenant disputes
- Consumer and small claims matters
- Preparing for a court appearance
- Assistance with other legal issues

## Who provides these legal services?

Phone consultations are provided by licensed attorneys of law firms that specialize in giving legal advice over the phone. These firms are located in all 50 states and U.S. provinces.

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Face-to-face services are provided by an extensive network of more than 16,500 attorneys who are experienced in a variety of specialties.

The network is available throughout all 50 United States, Puerto Rico, the U.S. Virgin Islands and Canada.

## How do I get started?

To use these services, simply call the toll-free number. Legal Counseling Services are generally available from 8:00 a.m. to 5:00 p.m. local time, Monday through Friday. For emergency situations, attorneys are available on call 24 hours a day, every day.

If you have any other questions or want to know how UBH can help you with other personal and work-related concerns, counselors are available anytime, every day. Just call the toll-free number provided by your human resources department.