Most people who call aren't in crisis. They need support or a sounding board.
Your
EAP
Employee
Assistance
Program
1-800-570-9315
www.guidanceresources.com
AWC
EMPLOYEE
BENEFIT
TRUST

What is an EAP?

Personal problems are a part of everyone's life. Some of these problems become too big to be solved alone and can interfere with job performance or with home life. Asking for help can be the first step toward resolving a problem and a positive way to overcome a negative situation.

How do I access the EAP?

Using the EAP is easy. You can contact the EAP provider, ComPsych, by calling: 1-800-570-9315. ComPsych guidance counselors are available 24 hours a day, 7 days a week to arrange an appointment with a qualified counselor in your area.

What type of assistance does my EAP provide?

Confidential counseling on personal issues, including:

- Relationships
- Substance abuse
- Job pressures
- Problems with children
- Stress, anxiety or depression
- Marital conflictsGrief and loss
- Empty-nesting

Call 24 hours a day,

Isn't counseling expensive?

Not if you use the EAP. You have free visits with an EAP assessment counselor. Your employer has selected a plan with three, five or eight visits. (That's per person, per issue, per year.) In the event that longer term counseling is needed, the EAP counselor may decide a referral to an outside professional or community agency would be beneficial.

If a referral for additional counseling is made, the EAP counselor works with you to find a qualified professional that is covered by your medical insurance. There could be additional costs outside of the EAP, so check with your medical plan to be sure.

, 7 days per week…1-800-570-9315

Getting the help you need ***makes life better****... for you and all the people in your life.*

The EAP can help you with

- Stress/anxiety
- Parenting
- Abuse
- Aging
- Drugs/Alcohol
- Grief
- Marriage
- Workplace issues
- Eldercare
- Depression
- Relationships
- Critical incident debriefing
- Legal services — *wills, estate planning, divorce, civil criminal disputes*
- Financial services — *bankruptcy, credit issues, tenants rights*
- And more. Call . . . . . .

1-800-570-9315

Does the EAP provide any legal assistance?

Yes. Your EAP provides you with access to a consultation with a qualified attorney over the phone free of charge. If you require ongoing legal services, a referral to a local attorney at a discounted rate will be given. Call anytime with legal issues including:

- Creating/updating your will
- Debt obligations
- Bankruptcy
- Contracts
- Miscellaneous legal questions
- Divorce and family law
- Criminal actions
- Civil lawsuits
- Landlord and tenant issues

What about financial assistance?

You also have access to financial information as well. A financial consultation is provided for free. Financial professionals are available to discuss concerns and provide you with the tools and information to address your finances, including:

- Saving for college
- Retirement planning
- Tax questions
- Getting out of debt
- Credit card or loan problems
- Estate planning

I'm so busy. Does the EAP have any work-life assistance?

Yes. Whether you are a new parent, a caregiver for an elder, sending a child off to college, buying a car, or doing home repairs, you are bound to have questions or need resource referrals. Work-life specialists are available to help you sort out the issues and provide you with the information you need. You'll receive information in areas such as:

- Finding child or elder care
- Entertaining family and friends
- Purchasing a car
- Planning for college
- Finding pet care
- Home repair

I prefer online resources. Does the EAP have any online assistance?

Yes. The ComPsych website is full of information to assist you with issues that matter to you. You can find the following resources (and more!) online:

- Legal resources and documents
- Short topical online polls and past poll results
- Consumer & leisure (going green, pets, home & auto, event planning etc.)
- Relationships (family, special needs & gifted children, parenting, marriage etc.)

WW

- Work & education (college, managerial assistance, career & personal development etc.)
- Featured articles
- Informational video & audio clips
- Self-assessment quizzes
- Health & stress reduction tips

Check out these great online resources at: **www.guidanceresources.com.** (Choose "first time user", and under "Your Company/Organization Web ID" type: **trusteap71**).

Who can use the EAP?

The EAP is available to you and your immediate family, including your dependent children and anyone living in your household.

The EAP is a good resource tool for supervisors, particularly when dealing with difficult or emotional employee situations. Supervisors are encouraged to refer employees to the EAP services when work performance may be affected by personal problems.

Your EAP plan sponsor:

Association of Washington Cities
Employee Benefit Trust
1076 Franklin Street S.E.
Olympia, WA 98501

www.awcnet.org/healthbenefits

1-800-562-8981
360-753-4137

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Your EAP provider:

ComPsych®
— The GuidanceResources Company® —

1-800-570-9315
www.guidanceresources.com
24 hours/7 days

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