

Life's stresses aren't a game

Real solutions are close at hand with the Employee Assistance Program (EAP)



Help with stress

A satisfaction survey of employees who used work-life balance EAP shows nearly 75% reported less stress.¹



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75%
report
less stress

When you have questions, concerns or emotional issues surrounding your personal or work life, you can count on us to offer help. Unum's work-life balance employee assistance program (EAP) offers unlimited access to master's-level consultants by telephone, resources and tools online, and up to three face-to-face visits with a consultant for help with a short-term problem.*

Help for personal challenges, big and small

Keeping your work and personal life in balance can sometimes be tricky. Stressful situations can affect your health, well-being and ability to focus on what's important. That's when you can pick up the phone and speak confidentially** to a master's-level consultant who can help you or a family member to:

- Locate child care and elder care services and obtain matches to the appropriate provider based on your or your family's preferences and criteria. The consultant will even confirm space availability.
- Speak with financial experts by phone regarding issues such as budgeting, controlling debt, teaching children to manage money, investing for college, and preparing for retirement
- Work through complex, sensitive issues such as personal or work relationships, depression or grief, or issues surrounding substance abuse
- Get a referral to a local attorney for a free, 30-minute in-person or telephonic legal consultation

You'll have access to an attorney for state-specific legal information and services. If you decide to retain the attorney, you may be eligible to receive a 25% discount on additional services.

You also have unlimited website access at lifebalance.net where you can:

- Read booklets, life articles and guides
- View videos and online seminars, as well as listen to podcasts
- Subscribe to email newsletters
- Find information on parenting, retirement, finances, education and more

Balance can be a call or click away:

1-800-854-1446, English
1-877-858-2147, Spanish
1-800-999-3004, TTY/TDD

lifebalance.net

LifeWorks mobile app

user ID and password: lifebalance



To learn more or request your **EAP wallet card**, please contact your human resources department.



For reference only. Not actual card.

- Use health management online calculators and other tools to help you with topics such as losing weight or starting a new exercise program
- Access links to other informative websites
- Use school, camp, elder care and child care locators
- Use financial calculators, retirement planners, worksheets and more

Guidance for work-related conflicts

If you're a manager dealing with staff issues such as an employee who's feeling overwhelmed by his or her workload, you have unlimited access to guidance from a team of consultation experts. Call the toll-free work-life balance EAP number to:

- Have a confidential sounding board and objective view
- Work on communication and problem-solving skills
- Learn how to motivate your employees

If you are a supervisor or working to become one, you can visit the website at **lifebalance.net** to get information on managing people using resources such as:

- Electronic management newsletters
- Podcasts and articles for managers
- Self-assessment tools to be a better manager

If you would like to listen to podcasts and audio tracks on the go — or read articles or digital booklets on a mobile device — download the LifeWorks mobile app from your app store on your mobile device.

In addition to the LifeWorks app, a wallet card that includes the work-life balance EAP phone number and online access information is available. Please see your human resources department to request one.

* In California and Nevada, employees and their family members may confer with a local consultant up to three times in a six-month time period.

** The consultants must abide by federal regulations regarding duty to warn of harm to self or others. In these instances the consultant may be mandated to report a situation to the appropriate authority.

1 Ceridian, 2012 4th Quarter Performance Dashboard Survey, Unum Group LTD and Life (December 2012).

unum.com

The Work-life Balance Employee Assistance Program, provided by Ceridian HCM, is available with select Unum insurance offerings. Terms and availability of service are subject to change. Service provider does not provide legal advice; please consult your attorney for guidance. Services are not valid after coverage terminates. Please contact your Unum representative for details.

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Life's stresses aren't a game

Real solutions are close at hand with the Employee Assistance Program (EAP)

unum.com
EN-1917 (11-14)

Work-life Balance Employee Assistance Program

Toll-free, 24-hour access

- 1-800-854-1446: English
- 1-877-858-2147: Spanish
- 1-800-999-3004: TTY/TDD



Online access

www.lifebalance.net; *user ID and password: lifebalance*



Your Work-life Balance Employee Assistance Program — provided at no additional charge through your company's insurance benefit plan — can help you find solutions for the everyday challenges of work and home as well as for more serious issues involving emotional and physical well-being.

- Child care and/or elder care referrals
- Personal relationship information
- Health information and online tools
- Legal consultations with licensed attorneys
- Financial planning assistance
- Stress management
- Career development

Help is easy to access

- **Telephone consultations:** Speak confidentially with a master's level consultant to clarify your need, evaluate options and create an action plan.
- **Face-to-face meeting:** Meet with a local consultant up to three times per issue for short-term problem resolution.*
- **Educational materials:** Receive information through our online library of downloadable materials and interactive tools.

To learn more, please visit www.lifebalance.net;
user ID and password: lifebalance

The Work-life Balance Employee Assistance Program, provided by Ceridian HCM, is available with select Unum insurance offerings. Terms and availability of service are subject to change. Service provider does not provide legal advice; please consult your attorney for guidance. Services are not valid after coverage terminates. Please contact your Unum representative for details.

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Insurance products underwritten by the subsidiaries of Unum Group.
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EN-1917 (11-14) FOR EMPLOYEES



This is not a medical insurance card.

Keep this card with you at all times. It gives you immediate access to a full range of confidential Work-life Balance services for you and your family. If you need additional cards, contact your workplace plan administrator.

unum.com





Find clarity and
comfort during
trying times.



Life Planning Financial & Legal Resources

Life's changes bring tough questions:

- › What do I do with the will?
- › Is it normal to experience this much grief?
- › There's so much paperwork. Where do I begin?
- › How do I pay the bills? Which ones should I pay first?

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The answers are available at no charge to you — as part of your life insurance coverage from Unum — when a covered employee or spouse dies or is terminally ill. Life Planning services include:

- › Financial and legal resources
- › Impartial, accurate advice
- › Emotional support
- › Customized service

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To speak to a counselor or for more information:

- › Call 1-800-422-5142
- › Visit lifeworks.com
(ID=unum; password=support)
- › TTY: 1-800-346-9188





Life Planning Financial & Legal Resources services, provided by Ceridian HCM, are available with select Unum insurance offerings. Terms and availability of service are subject to change. Service provider does not provide legal advice; please consult your attorney for guidance. Services are not valid after coverage terminates. Please contact your Unum representative for details.

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FOR EMPLOYEES