

# An Overview of Your GuidanceResources® Program EAP Business Class<sup>SM</sup> for Employees

Call: 877.595.5281

TDD: 800.697.0353

Go online: [guidanceresources.com](http://guidanceresources.com)

Your company Web ID: EAPBusiness

Personal issues, planning for life events or simply managing daily life can affect your work, health and family. GuidanceResources® provides support, resources and information for personal and work-life issues. GuidanceResources is company-sponsored, confidential and provided at no charge to you and your dependents. This flyer explains how GuidanceResources can help you and your family deal with everyday challenges.

## Confidential Counseling

*Someone to talk to.*

This no-cost counseling service helps you address stress, relationship and other personal issues you and your family may face. It is staffed by GuidanceConsultants<sup>SM</sup>—highly trained master's and doctoral level clinicians who will listen to your concerns and quickly refer you to in-person counseling and other local resources for:

- › Stress, anxiety and depression
- › Relationship/marital conflicts
- › Problems with children
- › Job pressures
- › Grief and loss
- › Substance abuse

## Financial Information and Resources

*Discover your best options.*

Speak by phone with our Certified Public Accountants and Certified Financial Planners on a wide range of financial issues, including:

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

If you should require additional guidance, we can refer you to a financial professional for an initial one-hour in-person consult at no cost to you.

## Legal Support and Resources

*Expert info when you need it.*

Talk to our attorneys by phone. If you require representation, we'll refer you to a qualified attorney in your area for a free 30-minute consultation with a 25% reduction in customary legal fees thereafter. Call about:

- › Divorce and family law
- › Debt and bankruptcy
- › Landlord/tenant issues
- › Real estate transactions
- › Civil and criminal actions
- › Contracts

## Work-Life Solutions

*Delegate your "to-do" list.*

Our Work-Life specialists will do the research for you, providing qualified referrals and customized resources for:

- › Child and elder care
- › Moving and relocation
- › Making major purchases
- › College planning
- › Pet care
- › Home repair

## GuidanceResources® Online

*Knowledge at your fingertips.*

GuidanceResources Online is your one stop for expert information on the issues that matter most to you...relationships, work, school, children, wellness, legal, financial, free time and more.

- › Timely articles, HelpSheets<sup>SM</sup>, tutorials, streaming videos and self-assessments
- › "Ask the Expert" personal responses to your questions
- › Child care, elder care, attorney and financial planner searches

## Free Online Will Preparation

*Get peace of mind.*

Preparing for the future through a will or estate plan is important, but too often employees and their family members postpone or avoid these daunting tasks. EstateGuidance® can take the stress, attorney and cost out of that process. To create your free, customized online will, go to [guidanceresources.com](http://guidanceresources.com) and click on EstateGuidance. Simply complete an easy-to-understand questionnaire then print and review your will, which is created in real time using our advanced technology.

- › Create a Living Will for \$14.99.
- › Create a Final Arrangements document specifying your burial or cremation preferences for \$9.99.
- › Receive a mailed hard copy of your documents for \$14.99.

## Help for New Parents

*Balance work and family life.*

ParentGuidance<sup>SM</sup> supports you through the process of becoming a biological or adoptive parent, and helps you balance the demands of work and parenthood. ParentGuidance specialists provide information and assistance with the top issues that new and expectant parents confront:

- › Preparing for the baby
- › Emotional concerns
- › Finding child care
- › Wills and estate planning
- › Financial issues
- › Planning for back-to-work

