

EMPLOYEE ASSISTANCE PROGRAM

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 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.
- **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.

Access to Attorney for State-Specific Legal Information/Services

If you decide to retain the attorney, you may be eligible to receive a 25% discount on additional services,

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
- 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

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.

Balance can be a call or click away

1-800-854-1446, English

1-877-858-2147, Spanish

1-800-999-3004, TTY/TDD

Website lifebalance.net

User ID and password: [lifebalance](http://lifebalance.net)

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