



# Employee Assistance/Work-Life Program

## Employee Benefit Summary



### 3 Face to Face Session Program

Administered by Health Management Systems of America

#### ➤ **Dedicated Toll Free Crisis Line**

- 24 hours a day – 7 days a week – 365 days a year

**1-800-767-5320**

#### ➤ **Telephonic Diagnostic Assessment and Problem Resolution Sessions**

- Employees and Dependents will receive up to a total of 3 face-to-face (or telephonic) short-term problem resolution sessions per issue.
  - Referral services coordinated with existing health insurance benefits if longer treatment is recommended. (*deductibles and co-pays may apply*).
  - Some common concerns the EAP can help with:
    - Stress, Anxiety, Depression
    - Life transitions
    - Grief & Loss
    - Divorce / Separation
    - Conflict Resolution
    - Substance abuse
    - Work-Life counseling

#### ➤ **Legal Consultations**

- Employee / Dependent is entitled to one initial 30 minute office or telephonic consultation on an unlimited number of separate legal matters at no cost. (*Some topic exclusions may apply*)
- If additional help is needed regarding the issue and the employee retains the attorney, the employee will receive a 25% discount for services beyond the initial consultation.

#### ➤ **Financial Consultations**

- Employee / Dependent is entitled to no cost telephonic consultation on an unlimited number of separate financial issues.
- Consultation is generally limited to between 30-60 minutes.

#### ➤ **Online Work-Life EAP Resources**

Resources Available (*but not limited to*):

- Additional Legal and Financial Resources
- Child & Eldercare Resources
- Financial Calculators
- Health and Wellness Resources
- 1,000+ Resource Articles

[www.my-life-resource.com](http://www.my-life-resource.com)

**Username:** *hmsa*  
**Password:** *myresource*

The **E**mployee **A**ssistance **P**rogram is a **confidential, voluntary** service that provides professional counseling and referral services designed to help you and your family members with personal, job or family related problems. Your EAP can help you and your dependents identify, resolve and gain control over personal problems that may be interfering with work and daily life.

***Services are confidential and free!***

**RELIANCE STANDARD**  
Life Insurance Company

a **DELPHI** company

**1-800-767-5320**

(REV. 12/1/2009)